

June 19, 2023

Board of Trustees
Fort Scott Community College
2108 S. Horton
Fort Scott, KS 66701

The Board of Trustees of Fort Scott Community College will meet in regular session on **Monday, June 19, 2023**. The meeting will be held **in the meeting rooms of Ellis Family Fine Arts Center at Fort Scott Community College**.

5:00 p.m. Dinner in meeting rooms of Ellis Family Fine Arts Center, followed by regular board meeting at approximately 5:30 p.m.

THE AGENDA

5:00 DINNER

5:30 ROLL CALL, 3

PLEDGE OF ALLEGIANCE

CALL TO ORDER, 4

- A. Comments from the Chair, 4
- B. Comments from the Public, 4

CONSENT AGENDA, 5

- A. Approval of Agenda, 5
- B. Approval of Minutes of previous Regular Board Meeting conducted on May 15, 2023, 6
- C. Approval of Treasurer's Report, Bills, and Claims, 9
- D. Approval of Personnel Actions, 5

ACTION/DISCUSSION ITEMS

- A. Consideration of Student Information System Upgrade
- B. Consideration of Property and Liability Insurance Quotes
- C. Consideration of Softball Scoreboard Quotes
- D. Approval of Annual HVAC Service Agreement
- E. Consideration of Audit Bids
- F. Consideration of 2023-24 Meeting Dates
- G. Consideration of KASB Worker's Compensation Member Participation Premium Agreement
- H. Approval of Consortium Memberships and Dues
- I. Approval of Fleet Vehicle Purchase
- J. Approval of Exceeding Revenue Neutral Rate for Budget 2024
- K. Consideration of Main Website Refresh
- L. Consideration of Purchase of Additional and Replacement Battery Modules for Data Center
- M. Consideration of Annual Camp Grant Laptop Purchase

ITEMS FOR REVIEW

REPORTS, 63

A. Administrative Updates, 64

EXECUTIVE SESSION, 70

ADJOURNMENT, 71

UPCOMING CALENDAR DATES:

- June 19, 2023:

Board Meeting

Sincerely,
John Bartelsmeyer, Chair
Alysia Johnston, President

FSCC's vision for the future is to support "Students First, Community Always" through a central focus on teaching and learning; advancing strong, innovative programs and departments; maximizing and leveraging opportunities; initiating efficient and effective processes; and developing the region's workforce.

ROLL CALL

_____ John Bartelsmeyer

_____ Jim Fewins

_____ Dave Elliott

_____ Kirk Hart

_____ Bryan Holt

_____ Robert Nelson

CALL TO ORDER

A. COMMENTS FROM THE CHAIR

B. COMMENTS FROM THE PUBLIC

CONSENT AGENDA

A. APPROVAL OF AGENDA

B. APPROVAL OF MINUTES OF PREVIOUS MEETINGS

Attached are the minutes of the Regular Board Meeting conducted on April 17, 2023.

C. APPROVAL OF TREASURER'S REPORT, BILLS and CLAIMS

Attached are the Treasurer's Report and the Bills and Claims Report.

D. APPROVAL OF PERSONNEL ACTIONS

1) Additions

- a) McKinley Wade-LaSalle - Assistant Cross Country/Track Coach, effective June 5, 2023
- b) Jordan Davis, Assistant Dance Coach, effective June 6, 2023
- c) Christopher Goddard, Music Instructor, effective June 8, 2023
- d) Marlee Lake, Cosmetology Instructor, effective June 12, 2023
- e) Tanya Potthoff, Admissions Representative, effective June 12, 2023
- f) Moriah Greer, Cosmetology Instructor, effective June 26, 2023

2) Separations

- a) Aprell Williams, Flag Football Coach, effective May 31, 2023
- b) Jafet Molinares, Assistant Cross Country/Track Coach, effective May 22, 2023
- c) Perla Roman, Iowa DOE MEP Regional Recruiter, effective June 8, 2023

3) Transfers

- a) William Hein, from adjunct to full time STARS HVAC Instructor, effective August 7, 2023
- b) Philip Mitchell, from adjunct to full time STARS Heavy Equipment Instructor, effective August 7, 2023
- c) Tanner Ogden, from adjunct to full time STARS Criminal Justice Instructor, effective August 7, 2023

RECOMMENDATION: It is recommended that the Consent Agenda items be approved as presented.

BOARD ACTION: MOTION ____ SECOND ____ VOTE ____

DISCUSSION:

VOTE:	_____ Bartelsmeyer	_____ Elliott	_____ Fewins
	_____ Hart	_____ Holt	_____ Nelson

ACTION/DISCUSSION ITEMS

A. CONSIDERATION OF STUDENT INFORMATION SYSTEM UPGRADE

BACKGROUND: Since 1989, FSCC has used Jenzabar PX (we also call it POISE, Campus Connect, or Gizmo) as our student information system (SIS). FSCC uses PX to handle all of our records for students' demographics, course registrations, and student billing. The PX system also serves as our distributed purchasing system (DPS), general ledger, cashier and the student financial aid system tracking any scholarships and loans students receive during their time at FSCC. The PX system was considered state-of-the-art in 1989, but is showing its age now.

The company owning the PX software, Jenzabar, will be sunsetting PX in the summer of 2024. This will result in our maintenance cost to for PX to increase dramatically along with the product no longer being updated or supported by the developers. FSCC will need to start the process of upgrading our PX system within the next year to avoid being on an unsupported SIS.

This proposal, from Jenzabar, would allow us to upgrade our SIS with their newest product called Jenzabar One (J1). The J1 system is a software-as-a-service (SAAS) system and is hosted, supported, and maintained by Jenzabar. This system will allow FSCC to once again have a modern system, directly improving the success, retention, and satisfaction of students, employees, and faculty. This upgrade will also majorly improve security of student information.

By upgrading from PX to J1, both owned by Jenzabar, we will be able to pay for one licensing fee during the transition. This will save us money so we are not paying for two systems at once during the transition period. Another positive is several of the community colleges in Kansas are also on J1 and we feel this will give us resources if needed for questions during the transition and on into the future.

There is also a \$50,000 price reduction if the contract is signed before June 30, 2023. Conversion of our data to the upgraded system will be an additional \$100,000 that is not included in the costs below.

Proposed J1 SaaS Service						
Item	Year 1	Year 2	Year 3	Year 4	Year 5	Total
J1 SaaS	\$ 247,442	\$ 247,442	\$ 247,442	\$ 247,442	\$ 247,442	\$ 1,237,210
Unity Platform	\$3,500					\$3,500
Infomaker	\$1,475					\$1,475
Core Implementation (-50K)	\$ 259,000	\$ 259,000				\$ 518,000
Total	\$511,417	\$ 506,442	\$ 247,442	\$ 247,442	\$ 247,442	\$ 1,760,185
Proposed J1 SaaS Service Deferral Options						
Options	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Option 1	\$ 336,417	\$ 331,442	\$ 364,109	\$ 364,109	\$ 364,109	\$ 1,760,185
Option 2	\$ 311,417	\$ 306,442	\$ 380,775	\$ 380,775	\$ 380,775	\$ 1,760,185
Option 3	\$ 286,417	\$ 281,442	\$ 397,442	\$ 397,442	\$ 397,442	\$ 1,760,185

RECOMMENDATION: It is the recommendation of FSCC staff, faculty, and administration that we upgrade our SIS to the J1 system and use Deferral Option 1 timeline for the purchase of the upgrade.

BOARD ACTION: MOTION _____ SECOND _____ VOTE _____

DISCUSSION:

VOTE: _____ Bartelsmeyer _____ Elliott _____ Fewins
_____ Hart _____ Holt _____ Nelson

B. CONSIDERATION OF PROPERTY AND LIABILITY INSURANCE QUOTES

BACKGROUND: Effective with the 22-23 insurance renewal FSCC published and requested proposals for the property and liability lines of insurance for FSCC. Kansas Education Risk Management Pool (KERMP) was chosen for insurance renewal. Given that FSCC does not make a practice of switching brokers each year we have continued with KERMP for the renewal of our property and liability insurance coverage for July 1, 2023 through June 30, 2024.

The insurance market has faced many challenges with disasters and rising costs this past year. Those include construction materials, polar vortex freezing points and many other natural disasters along with some insurers pulling out of the market have increased costs significantly.

Also, this year FSCC was included in a building valuation. Please find attached a copy of the building valuation. The valuation was completed in January and impacted the College's renewal primarily due to increased valuations. FSCC's coverage for buildings is replacement cost.

Please note that the valuation conducted earlier this year reflected an increase in Total Insured Value for the district from \$75,378,053 (expiring) to \$95,131,918 (renewal). This generated a TIV increase of 26.2% year over year.

- Per the attached quote premium is \$288,193.92 for 23-24 property and Liability coverage.
- This represents approximately a 43.0% or \$86,727 increase in premium from the current year expiring June 30th
- As noted above, this reflects an increase in Property exposure of 26.2% (approximate net rate increases of 15.3% or \$30,824)
- No major changes in deductibles aside from the water deductible (increasing from \$50,000 to \$100,000)

The KERMP board took very seriously ensuring that premium/loss fund dollars paid by members actually go toward paying claims and indemnifying members for losses. While we don't like delivering any increase, we feel strongly that the program and coverage provided meets the needs for schools in Kansas and is extremely competitive relative to pricing and coverage.

Eric Hage will be present to discuss and answer questions.

RECOMMENDATION: Administration recommends approving the quote for property and liability insurance.

BOARD ACTION: MOTION ____ SECOND ____ VOTE ____

DISCUSSION:

VOTE: ____ Bartelsmeyer ____ Elliott ____ Fewins

 ____ Hart ____ Holt ____ Nelson

C. CONSIDERATION OF SOFTBALL SCOREBOARD QUOTES

BACKGROUND: Fort Scott Community College Athletics is seeking a new softball scoreboard. This would replace the current scoreboard, which is in poor shape and doesn't work consistently. This expense was budgeted for the 2022-23 fiscal year. All quotes below include shipping.

Varsity Scoreboards \$12,603.00

20' x 8' softball scoreboard with 20' school identification panel

Daktronics \$22,700.00

20' x 8' softball scoreboard with arch truss identification panel

Gopher Sports \$17,983.33

28' x 8' softball scoreboard

RECOMMENDATION: Administration recommends the purchase of a new softball scoreboard from Varsity Scoreboard for \$12,603 because it gives us a great looking, high functioning scoreboard with a school identification panel and wireless remote.

BOARD ACTION: MOTION ____ SECOND ____ VOTE ____

DISCUSSION:

VOTE: ____ Bartelsmeyer ____ Elliott ____ Fewins

____ Hart ____ Holt ____ Nelson

D. APPROVAL OF ANNUAL HVAC SERVICE AGREEMENT

BACKGROUND: In the spring of 2021 the FSCC maintenance department reviewed vendor proposals and chose Design Mechanical to service our HVAC and boiler systems. Design Mechanical services our HVAC units and boilers twice a year for a preventative maintenance program and determining age and replacement projections. We have been pleased with their service and believe it has helped extend the life on some of our aging systems.

Attached is a quote for the 23-24 service year of \$19,432.00, which is an increase of \$568.00 from last year.

RECOMMENDATION: Administration recommends approval of the annual service contract with Design Mechanical for \$19,432.00.

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bartelsmeyer	_____ Elliott	_____ Fewins
	_____ Hart	_____ Holt	_____ Nelson

E. CONSIDERATION OF AUDIT BIDS

BACKGROUND: FSCC has received a letter from Diehl, Banwart, Bolton CPAs that the agency has made the decision to exit the community college auditing business. This necessitated the publication of a request for proposals for financial auditing services for each year end for a three-year contract for the fiscal year ends of FY 23, FY 24, and FY 25.

The request for certified audit proposals was sent to firms who are actively engaged in performing financial audits for at least one of the 19 Kansas community colleges.

The summary of our evaluation and the request for proposals is included in the following documents for your review.

RECOMMENDATION: Administration recommends approval of the bid from Jarred, Gilmore & Phillips, CPA from Chanute for a total of \$28,500 for the College and \$8,700 for the Foundation.

BOARD ACTION: MOTION ____ SECOND ____ VOTE ____

DISCUSSION:

VOTE: ____ Bartelsmeyer ____ Elliott ____ Fewins

 ____ Hart ____ Holt ____ Nelson

F. CONSIDERATION OF 2023-24 MEETING DATES

BACKGROUND: Dates for the 2023-24 regular monthly meeting of the Board of Trustees need to be determined. Official meeting dates are the third Monday of each month unless stated otherwise.

July 17, 2023

August 28, 2023 (to facilitate budget process)

September 25, 2023 (to facilitate budget process)

October 16, 2023

November 20, 2023

December 11, 2023 (Changed from December 18 due to winter break)

January 22, 2024 (Changed from January 16 due to Dr. Martin Luther King, Jr. Day)

February 19, 2024

March 18, 2024

April 15, 2024

May 20, 2024

June 17, 2024

RECOMMENDATION: It is recommended that the Board approve the dates for the 2023-24 Board of Trustees meetings.

BOARD ACTION: MOTION ____ SECOND ____ VOTE ____

DISCUSSION:

VOTE: ____ Bartelsmeyer ____ Elliott ____ Fewins

 ____ Hart ____ Holt ____ Nelson

**G. CONSIDERATION OF KASB WORKER'S COMPENSATION MEMBER PARTICIPATION
PREMIUM AGREEMENT**

BACKGROUND: Administration has received the renewal rates for the 2023/24 workers compensation premium. For several years, FSCC has belonged to the Kansas Association of School Board Workers Compensation Fund, which is a consortium of educational institutions pooling together to reduce the individual institution's risk associated with workers compensation. Workers compensation rates are pre-determined by the State of Kansas and each employer is assessed a "mod factor" to determine annual premium from these rates. The mod factor is determined by the previous three years usage and claims made by each employer. A mod factor of 1.00 or less is desirable, and a mod factor greater than 1.00 results in the state determined rates increasing proportionately. The mod factor used to determine the 23/24 premium has dropped from 1.20 to 1.18. The annual mod factor and state determined rates can cause significant swings in premium cost from year to year.

YEAR AMOUNT MOD FACTOR

23/24	\$41,910	1.18
22/23	\$61,039	1.20
21/22	\$31,887	0.93
20/21	\$30,522	0.93
19/20	\$29,671	0.90
18/19	\$25,349	0.89
17/18	\$29,895	0.90
16/17	\$33,108	0.95
15/16	\$89,925	1.65
14/15	\$127,789	2.10
13/14	\$114,167	1.98
12/13	\$80,645	1.33
11/12	\$38,860	1.02

This is the third year of a three-year agreement to participate in KASB Work Comp Fund's new Loyalty Credit Program. The Program is intended to share the fiscal success and stability of the pool with its members. Because of a highly competitive marketplace, work comp rates have been declining for several consecutive years while work comp carrier options are increasing. This new program allows the pool to share in the fiscal strength of the KASB pool and create membership stability at the same time. Program participants agreed to a three year coverage term and receive premium discounts of 10% in the first year, 5% in the second, and 3% in the third resulting in member savings and Fund stability. Participation in this program reduced 23/24 premium from \$43,206 to \$41,910.

RECOMMENDATION: It is recommended that the Board approve the KASB Worker's Compensation Member Participation Premium Agreement.

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bartelsmeyer	_____ Elliott	_____ Fewins
	_____ Hart	_____ Holt	_____ Nelson

H. APPROVAL OF CONSORTIUM MEMBERSHIPS AND DUES

BACKGROUND: Following are memberships and dues for renewal for the 2023-24 year.

RECOMMENDATION: It is recommended that the Board approve the memberships and dues as shown.

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bartelsmeyer	_____ Elliott	_____ Fewins
	_____ Hart	_____ Holt	_____ Nelson

I. APPROVAL OF FLEET VEHICLE PURCHASE

BACKGROUND: Logistics is seeking the board's approval for the purchase of a fleet vehicle. I am currently looking for a four- door sedan like a Chevy Impala/ Malibu or SUV like a Ford Explorer with under 60K miles for under \$20,000.00. These vehicles have consistently been in the top ten list of fleet vehicles. This purchase is to add a vehicle to the fleet that needs a fresh set of wheels. Below are a few of the vehicles that logistics is considering. If available, one of these will be purchased after board approval. If no longer available, logistics will identify a similar vehicle for purchase.

1. 2018 Chevrolet Malibu LT white with 33,880 miles for \$16,993
2. 2017 Chevy Impala LT white with 53,715 miles for \$19,700
3. 2017 Chevrolet Malibu LT with 35,537 miles for \$19,994
4. 2015 Chevy Impala LT LT2 with 56,730 miles for \$16,950
5. 2017 Chevy Impala LT LTl with 52,917 miles for \$19,752
6. 2018 Chevrolet Malibu LS with 58,769 miles for \$17,303
7. 2013 Ford Explorer silver with 36,880 miles for \$17,500
8. 2017 Ford Explorer 4WD Black with 46,707 miles for \$18,998

RECOMMENDATION: Due to the availability of vehicles changing daily administration recommends the board approve a maximum limit of \$20,000 for purchase of a fleet vehicle with mileage of 60,000 or less.

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bartelsmeyer	_____ Elliott	_____ Fewins
	_____ Hart	_____ Holt	_____ Nelson

J. APPROVAL OF EXCEEDING THE REVENUE NEUTRAL RATE (RNR) FOR BUDGET 2024

BACKGROUND: At the time of final preparation of the board report on Thursday afternoon, we had not received the RNR rate for next year.

Consistently for the last eight years (2016-2023) we have held our budget to an average 29.322 mills. Administration continues to work diligently to keep our budgeted mill levy consistent.

Without information regarding valuations and the RNR rate, FSCC cannot proceed with determining our ability to meet the Revenue Neutral Rate.

Administration requests prior approval from the board to exceed the revenue neutral rate if necessary for Budget Fiscal Year 2024 and to file notification with the County of such if needed.

Mill Levy History	
Calendar Year	Actual/Budget Mill Levy
2010	22.996
2011	25.357
2012	25.362
2013	29.519
2014	29.406
2015	29.326
2016	29.328
2017	29.400
2018	29.389
2019	29.155
2020	29.391
2021	29.322
2022	29.304
Budget 2023	29.288
8 Year Average	29.322

RECOMMENDATION: It is recommended that the Board approve exceeding revenue neutral rate if necessary, as explained above.

BOARD ACTION: MOTION ____ SECOND ____ VOTE ____
DISCUSSION:
VOTE: ____ Bartelsmeyer ____ Elliott ____ Fewins
 ____ Hart ____ Holt ____ Nelson

K. CONSIDERATION OF MAIN WEBSITE REFRESH

BACKGROUND: At the time of final preparation of the board report on Thursday afternoon, The current FSCC website is aging and not up to modern standards expected by our students. The current way of managing the website is outdated and cumbersome. Students have a difficult time navigating the site and finding information they need. Prospective students have noted difficulty finding needed information on specific programs.

The IT and PR staff have concluded that a new website is needed for the college. This new website would be modern, secure, and much easier to navigate for our end users. The transition to a newer website will lead to an ability to recruit/retain students by improving overall accessibility.

The original published request as well as a summary of vendor participation can be found on the following pages.

To view all of the submitted proposals in their entirety, please follow this link:

https://fortscott.sharepoint.com/:b:/g/ESVH3VvhB1hFr9aCG3H70ikBZJZwVC05-2F_Kgfr8Xvjrw?e=3xXNMb

RECOMMENDATION: The FSCC IT and PR departments recommend the proposal submitted by Limelight. We feel the benefits from a local company and one aligning with our budget would allow FSCC to have a modern, updated, and secure website.

BOARD ACTION:	MOTION ____	SECOND ____	VOTE ____
DISCUSSION:			
VOTE:	_____ Bartelsmeyer	_____ Elliott	_____ Fewins
	_____ Hart	_____ Holt	_____ Nelson

L. CONSIDERATION OF PURCHASE OF ADDITIONAL AND REPLACEMENT BATTERY MODULES FOR DATA CENTER

BACKGROUND: Fort Scott Community College uses Leibert/Vertiv Universal Power Supplies in our data center to power equipment in the case of a power outage. These units give IT staff time to gracefully power down equipment if a power outage is expected to last for an extended amount of time. The existing batteries need to be replaced as they are past their typical service life of 5 years. This project will include additional battery modules to allow the IT department even more time to keep the servers up in the event of a short duration outage before needing to start the shutdown procedure.

Vendor	Total Proposed Price
CDWG	\$ 14,004.70 ^
CONVERGEONE*	\$ 14,312.50 ^
INSIGHT	\$ 15,539.17

Table 1: Vendor Participation; () indicates recommended bid or proposal. (^) indicates State of Kansas Contract Pricing Participant.*

RECOMMENDATION: We are recommending that the Board of Trustees approve the quote from CONVERGEONE for \$14,312.50 as they were the original seller of the existing equipment.

BOARD ACTION: MOTION ____ SECOND ____ VOTE ____
DISCUSSION:
VOTE: ____ Bartelsmeyer ____ Elliott ____ Fewins
 ____ Hart ____ Holt ____ Nelson

M. CONSIDERATION OF ANNUAL CAMP GRANT LAPTOP PURCHASE

BACKGROUND: The Tri-State College Assistance Migrant Program (CAMP) annually purchases a large number of laptop computers along with packaged hardware support for each to meet the needs of qualifying students as they progress through the program. This process addresses the need for providing the students additional experience with technology and using it to support their educational endeavors.

Each student will be provided a laptop for school use, for a total of 31 computers for the next fiscal year. Tutors can assist the student with basic computer and internet skills. Internet and email will be available. If the student maintains a 3.0 GPA while in CAMP, the computer will be awarded to the student at the completion of the program. The CAMP program will utilize grant funding to facilitate this purchase.

We received three quotes, as indicated in Table 1.

Vendor	Proposed Manufacturer	Proposed Model #	Proposed Processor	Total Proposed Price
CDWG	Dell	Latitude 3420	Intel i5 11 th generation	\$ 29,656.15 [^]
INSIGHT	HP	EliteBook 840 G5	Intel i5 8 th generation	\$ 20,428.69
LENOVO DIRECT*	Lenovo	ThinkPad L14 G2	Intel i5 11 th generation	\$ 25,798.20 [^]

Table 1: Vendor Participation; () indicates recommended bid or proposal. (^) indicates State of Kansas Contract Pricing Participant.*

RECOMMENDATION: We are recommending that the Board of Trustees approve the quote from Lenovo Direct for \$25,798.20.

BOARD ACTION: MOTION ____ SECOND ____ VOTE ____

DISCUSSION:

VOTE: ____ Bartelsmeyer ____ Elliott ____ Fewins

 ____ Hart ____ Holt ____ Nelson

ITEMS FOR REVIEW

Fort Scott Community College
Board of Trustees,

During a time like this
we learn how much our friends
and relatives really mean to us.

Your expression of sympathy will

always be treasured.

Thank you for the generous
memorial contributions to the Twin
Hills STEM program and Preston HS Academic
team on behalf of Mark Allen.

Sincerely, Rebecca, Gavin, & Gage Allen

Dear FSEC Family,

Thank you for the lovely
plant in memory of my brother
Mark. Your thoughtfulness and
support during this difficult time
is greatly appreciated.

Sincerely,

Alvin C. Johnston

REPORTS

A. ADMINISTRATIVE UPDATES

May-June 2023

FSCC Strategic Plan

1. Foster relationships with the communities FSCC serves
2. Cultivate quality enhancements for education and learning
3. Promote student success
4. Through fiscal responsibility, ensure reliable and safe facilities and equipment
5. Promote employee engagement



Monthly News from the Miami County Campus of FSCC

Greyhounds

May is always a time of celebration and joy for all those who are graduating. It is hard and sad for those of us who will see them go, but we can rejoice in knowing they are going forward with more knowledge and wisdom to help them with all their future endeavors.

This has been a very special year. We have had some great students and amazing growth in activities and involvement with the students through Phi Theta Kappa (PTK). We have competed and participated in many more events this year. Although not all of them have been at regional levels, they have been extraordinary experiences for those at the local and community level. Our PTK officers helped pave the road for those who will be following this next school year. They have set-up college projects, leadership events and workshops that will help the next group of PTK members be even more successful than they were the year before.

For the first time, the chapter put together their own leadership retreat. I will be honest, not all things went according to plan, but there was a lot of learning that took place – even for me! The four pillars of PTK are: Leadership, Service, Fellowship and Scholarship. During the leadership retreat, all four pillars were observed and met throughout this time together.



The first day of the trip, students were given a packet and shoe box with supplies. These were items to help them learn more about PTK, work on the Honors In Action topic, and build their leadership skills. Not all was immediately revealed, but each piece was put into action throughout the trip. On the way to Hollister, Missouri (our first stop) students had to listen to a play list that was made up of each member's two favorite songs. They also had to play "get-to-know-you" games and move to different seats during breaks and rest stops, in order to get to know each individual a little better. Once we reached our first destination – College of the Ozarks, we were better acquainted and ready to learn about The College of Hard Knocks ("Hard Work U"). We had a wonderful tour guide, who also was a full-time student of the college. He was very informative and helped answer all the questions the students had about this institution. He also told us a little about what it was like to meet Mike Rowe – an amazing advocate for the "Dirty Jobs" in America. All staff at

the college were students, so it was very easy to see and meet those who know the most about what it is like to be a student there. During the summer, students can elect to work 40 hours a week, for 12, weeks and receive a full year of room and board. At this institution, students graduate debt free because they work for the school in which they attend. This is a great opportunity for students to earn **scholarship**, while **serving** others. In this capacity, students demonstrate **leadership** and strong communication as they **fellowship** with our students and other guests who visit their college. As you can see, this is why we chose to visit the College of the Ozarks. All four PTK pillars can be witnessed in just one visit to this institution.

A great attraction for those visiting the college is the Jones Campus Dairy. The students who work at this station are up before 4am and have a great responsibility. The College's dairy milks between 40 to 60 cows at any given time, both registered Holsteins and Jerseys. They are milked at 5 a.m. and 5 p.m. daily. Students are fully involved with all day-to-day functions of running a dairy farm, from nutrition to milk processing. The milk provided by these lovely cows is sold to the community, made into ice cream and sold at the parlor, or used to make many other food items at the dining hall at the Keeter Center.



These ladies appear to live a very lavish lifestyle. As you can see, they really love the new back scratcher they just received this year. It is amazing how well they know how to use it. One of the farm-hands working at the dairy was from Spring Hill. It was so wonderful to talk to the students. When the FSCC students were able to connect with kids who are “just like them” and live in their own neighborhood, it made it “real” for them and they were able to see how they could fit into a similar role at this college.



We had to be sure to plan the visit so everyone had the chance to feed the babies while we were there. They had five bottle calves at the time of our visit. As you can see below, everyone was more than willing to help with this activity. It was everyone's favorite event at the College of the Ozarks.



After a very long day, the group decided to head out to Bigfoot's landing. Some were able to encourage the others to ride the verticle drop, while others enjoyed a nice round of golf. It was another great opportunity for this team to celebrate in fellowship and build their relationship as team leaders.



Branson is not all about roller coasters and rides. Okay, maybe it is for some, but if you look hard enough, you can also find it is an opportunity for much, much more. When you have to stay together as a group, you learn to know each other a little better. You learn their strengths and weaknesses. You figure out the talents some have and how to use those to help the team. You also learn who will be there for you when you need them the most – while you also learn who is there for



only themselves. There were several games and activities planned to help this group grow and learn about one another and who would serve in the best positions this next year. One of the “games” they participated in at Silver Dollar City was a scavenger hunt. They were to find certain places or people in the park and send photos of them back to me. This was to help the students move out of their comfort zone and meet new people, work together and explore their surroundings in a fun and interactive way. It also allowed me to see how they responded to this task (taking short cuts, embracing the task and making it their own, how they think and how they handle directions, etc.). It was a fun day and it seemed like they all enjoyed the challenge.



The leadership retreat was a great opportunity and experience for everyone. It was definitely worth the time and all four pillars of PTK were explored and demonstrated during this event. We cannot wait to get back and get started putting our ideas gained from this experience into action.



Last year we used MAVERICK as our theme for the year. With FAST X coming out in theaters this year, we thought that would be a good theme for this summer. In order to let everyone know and to figure out a great fundraiser, we decided to ask Jared Dorsey (FSCC Public Relations Director) to get pictures of our students with some fast, cool, muscle cars. As luck would have it, the Paola Heartland Car Show was coming up. So, we asked and Jared said “yes” to coming up on Saturday, June 10th to take pictures with the students in front of some fast cars. Unfortunatley, I was not able to schedule some sunshine that day. It rained all that night, and off and on until after 12:30pm that day. Our photo shoot was for 12:00pm. Drenched students do not make for very good photos. At 10:00am we decided to cancel. I did not want to take a Saturday from eveyone and not get the pictures we wanted. Around 1:00pm, the sun was shining and all the rain had dried. You would never had known it rained at all that day. I was still in town, so I asked those who were around to come on out to the car show for a few pictures. I would just use my cell phone camera. We found three perfect cars – those that looked like they would come from the movie FAST X. One was a 69 Challenge – so PERFECT. I met with the lady who had the cars there and she said it might be possible to find a day in the next couple of weeks to get together with the cars and students to get pictures for what we wanted. Fingers are crossed for great weather and everyone’s schedule to get some incredible pictures of FSCC students and some awesome cars.



June Board Report
Alysia Johnston; President

We continue to recruit students for our many programs. Summer school began June 6th and we continue to enroll students for both 2nd summer and fall sessions. Students have the opportunity to participate in many activities, clubs, sports, and events while attending FSCC. Some of our many student organizations/activities include: Men's and Women's Basketball, Meats Judging, Livestock Judging, Rodeo, Baseball, Softball, Volleyball, Esports, PTK, STEM Club, Academic Challenge, Theater, Christians on Campus, Collegiate Farm Bureau, Cheer and Dance, Presidents Ambassadors, Trio, as well as many other service-learning projects.



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June 15, 2023

Mrs. Alysia Johnston
President
Fort Scott Community College
2108 S. Horton
Fort Scott, Kansas 66701

Dear President Johnston,

This letter is accompanied by the Quality Initiative Proposal (QIP) Review form completed by a peer review panel. Fort Scott Community College's QIP is approved.

Within the QIP Review form, you will find comments from the panel for your consideration as you proceed with your Quality Initiative. The panel reviewed the QIP for four areas:

- Sufficiency of initiative's scope and significance
- Clarity of initiative's purpose
- Evidence of commitment to and capacity for accomplishing the initiative
- Appropriateness of the timeline for the initiative

If you have questions about the panel's review, please contact either Kathy Bijak (kbijak@hlcommission.org) or Pat Newton-Curran (pnewton@hlcommission.org). For any questions about your Quality Initiative, contact Dr. Linnea Stenson at lstenson@hlcommission.org.

The Higher Learning Commission

Open Pathway Quality Initiative Proposal Review Form

Date of Review: 06/13/2023

Name of Institution: Fort Scott Community College State: KS

Institutional ID: 1777

Reviewers (names, titles, institutions): Elizabeth Domholdt, retired Director of the School of Health Sciences, Cleveland State University; Tamara Dawson, Department Chair, School of Business, Southern Nazarene University

Review Categories and Findings

1. Sufficiency of the Initiative's Scope and Significance

- Potential for significant impact on the institution and its academic quality.
- Alignment with the institution's mission and vision.
- Connection with the institution's planning processes.
- Evidence of significance and relevance at this time.

Finding:

- ☒ The Quality Initiative Proposal demonstrates acceptable scope and significance.
- ☐ The Quality Initiative Proposal does not demonstrate acceptable scope and significance.

Rationale and Comments: (Provide 2–3 statements justifying the finding and recommending minor modifications, if applicable. Provide any comments, such as highlighting strong points, raising minor concerns or cautions, or identifying questions.)

The institution indicated the need for improved assessment practices based upon the findings of their 2020 review. The proposed holistic assessment plan for robust course, program, general education, institution, and co-curricular areas will have significant impact on the college's need and desire for continual improvement processes for student learning and academic quality. This QIP addresses the areas of improvement needed for assessment and is in full alignment with the mission, vision, and strategic goals.

2. Clarity of the Initiative's Purpose

- Clear purposes and goals reflective of the scope and significance of the initiative.
- Defined milestones and intended goals.
- Clear processes for evaluating progress.

Finding:

- ☒ The Quality Initiative Proposal demonstrates clarity of purpose.
- ☐ The Quality Initiative Proposal does not demonstrate clarity of purpose.

Rationale and Comments:

The primary goal of creating a college-wide assessment plan to strengthen assessment practices is clear and steps have been taken to begin the process, including establishing a cycle of program review, creating an annual assessment calendar, planning for data collection, and updating the co-curricular plan (Fall 2022). The design for a continuous loop of assessment will include in 2023-24 development of an action plan for the institutional outcomes (academic success and social responsibility), reevaluation of general education assessment, and data collection and data analysis for all Phase 1 programs. For 2024-2025, development of plans for programs in Phase 2 will be accomplished. Evaluation progress includes opportunities for each program to appraise summative and formative findings and identify and implement strategies for improvement, thus closing the loop.

3. Evidence of Commitment to and Capacity for Accomplishing the Initiative

- Commitment of senior leadership.
- Commitment and involvement of key people and groups.
- Sufficiency of the human, financial, technological, and other resources.
- Defined plan for integrating the initiative into the ongoing work of the institution and sustaining its results.
- Clear understanding of and capacity to address potential obstacles.

Finding:

- ☒ The Quality Initiative Proposal demonstrates evidence of commitment and capacity.
- ☐ The Quality Initiative Proposal does not demonstrate evidence of commitment and capacity.

Rationale and Comments:

The institution has support at all levels, including the Board of Trustees, which has approved funding for adding an Associate Dean of Instruction and Institutional Effectiveness, and faculty who are responsible for carrying out assessment practices. The Assessment Committee includes faculty from all academic departments, key staff members, and administrators (Directors of Library Services and Institutional Research). Resources have been budgeted and allocated to promote the proposal, and the technology utilized (Taskstream by Watermark and Blackboard

Assessment) seems sufficient. It should be noted that the VPAA position is open at the time of this submission.

4. **Appropriateness of the Timeline for the Initiative**

- Consistency with intended purposes and goals.
 - Alignment with the implementation of other institutional priorities.
 - Reasonable implementation plan for the time period.

Finding:

- ☒ The Quality Initiative Proposal demonstrates an appropriate timeline.
- ☐ The Quality Initiative Proposal does not demonstrate an appropriate timeline.

Rationale and Comments:

The institution has already begun necessary efforts to improve assessment of learning based upon findings from the 2020 HLC visiting team report. This proposal indicates additional robust elements that will be added to the assessment plans to ensure closing the loop and continual improvement of learning, all of which are in alignment with the strategic plan and goals. The proposed time line is bold but manageable based upon the level of commitment described in the proposal.

General Observations and Recommended Modifications

Panel members may provide considerations and suggested modifications that the institution should note related to its proposed Quality Initiative.

The Vice President of Academic Affairs is an open position at the time of this proposal, and this position encompasses roles on both the Open Pathways Committee and Assessment Committee.

Conclusion

- ☒ Approve the proposed Quality Initiative with or without recommended minor modifications. No further review required.



Request resubmission of the proposed Quality Initiative.

Rationale and Expectations if Requesting Resubmission

2022-2023 Athletic Team GPA Standings By Sport

1. Every student-athlete certified on all eligibility rosters (original and supplemental) are used to calculate the team's overall grade-point average. This includes:

- Any athletes who did not withdraw prior to the 18th calendar day of the term
 - For athletes who did not complete a term, hours attempted must still be entered even if no quality points were earned.
2. In computing the final grade-point average, all course hours from the current academic year must be included and any class completed, and grade posted by the deadline must be used:
- Inclusive of all failing grades (Fs)
 - With the exception of remedial/developmental course work which cannot be used to meet the requirements for this award.
 - Transfer hours (hours completed at another institution) completed during the current academic year must be included.
 - Not including hours completed outside of the current academic year (August 1 – June 15).
3. Deadline date for online submission for all sports: July 1

School: _____

Sport	# of Athletes	Team Quality Points	Team Quality (GPA) Hours	Team GPA
Baseball	43	4446	1260	3.529
Basketball - M	16	1560	496	3.145
Basketball - W	11	781	271	2.882
Cross Country - M	6	269	88	3.057
Cross Country - W	8	347	105	3.305
Flag Football	8	712	235	3.030
Golf - M	8	620	206	3.010
Golf - W	4	410	124	3.306
Softball	17	1917	544	3.524
Track & Field Indoor - M	32	3084	1070	2.882
Track & Field Indoor - W	23	2206	721	3.060
Track & Field Outdoor - M	32	3084	1070	2.882
Track & Field Outdoor - W	23	2206	721	3.060
Volleyball	14	1611	425	3.791

GPA's for teams not part of the NJCAA:

E-Sports 2.71

Rodeo 3.30

Cheer/Dance 2.92

Arnold Arena

The Arnold Arena gym has received some much needed upgrades. Maintenance painted, installed a new tin ceiling, and replaced the lighting. The new gym floor is being installed.

National College Finals Rodeo

Our men's rodeo team competed last week at the College National Finals Rodeo in Casper Wyoming. The men's team won the Central Plains region and therefore qualified the team of 6 students. They competed in two events; saddle bronc and bareback. As of the date of this report Blake Steuck qualified for the short go in saddle bronc, Bryce Eck and Quinton Lunsford qualified for the finals in bareback. Contestants' who and in the top Twelve after 3 "gos" in each of the events qualify for the short-go/finals are Sunday, June 18.

June 2023**Grant Update Report**

- Kansas SPARK "Strengthening People and Revitalizing Kansas" Grant, submitted February 16, 2022. This \$800,103 grant will support the purchase of, and related operational training for eight heavy equipment simulators, four to be placed at CTEC and four at the new Lynn County Technical Center STARS program in Pleasanton. This equipment will support a new Heavy Equipment Operator program to be implemented in the fall of 2022. The grant funds have been included in the State's 2023 Higher Education budget. Unfortunately, a dollar-for-dollar match requirement has been added as a requirement of this grant. The documentation required to claim the award and lay out the match has been submitted, and approved by the Department of Commerce. At this point we have received \$400,000 in funding and have purchased five of the ten heavy equipment simulators. The remaining grant funds will be released once we provide documentation of expending one/half (\$400,000) of the match funds.
- National Park Service African American Experience Grant, submitted December 18, 2019. This \$39,772 grant is a collaborative effort of the Fort Scott Historic Site (Grantee), the Lowell Milkin Center, the Parks Museum, Ft Scott and Uniontown High Schools, and FSCC. The grant will provide financial support to students from Fort Scott and Uniontown High Schools and Fort Scott Community College who will research African Americans or events they are associated with, from the Fort Scott area. A production company, and the Gordon Parks family, or museum, will present an instructional seminar on video production. The production company would return to provide additional assistance after the research is completed. Students will produce

videos primarily with the assistance of their school's Video Production Department. Students will research and develop interpretive resources to include: video, photographic resources, site bulletins, and curriculum-based educational resources. These will be used for social media, web, park use, and a temporary portable digital exhibit to be used on and off-site. Programming will be done in partnership with the Lowell Milken Center for Unsung Heroes, Gordon Parks Museum, students from Uniontown and Fort Scott High Schools, and Fort Scott Community College. The grant also funds a Visual Information Specialist at the Historic Site who will be responsible for coordinating this project. In January 2022, the grant was awarded to the Fort Historic Site and implementation has begun. Grant activities are taking place during the 2022-23 school year and the project exhibit panels will be finalized in the fall of 2023. The Final Report will be submitted in December, 2023,

- Kansas Emergency Management grant, submitted on August 28, 2022 by Crawford County Emergency Management (CCEM) in behalf of CTEC requests \$400,000 in funding to construct a free-standing Saferoom on the CTEC Campus. FSCC and CTEC jointly prepared the proposal which was then submitted by CCEM as the eligible agency, in partnership with CTEC. This grant is currently under Environmental Review and has not yet been awarded.
- SPARK grant, submitted on January 8, 2022, by FSCC, providing \$47,130 to fund the construction and equipping of six additional welding booths at the CTEC Center. These booths will help accommodate increased enrollment in the welding program, allow additional second year classes to be offered and will allow for CTEC to provide small group, industry specific training throughout the day. The grant was funded in the amount of \$45,478. The welders have been ordered and booth construction will take place during the summer.
- The Gordon Parks Museum has been awarded a \$6,979 grant from Kansas Humanities for All to develop three panels depicting highlights of and connections between, the careers of Gordon Parks and Langston Hughes. The exhibit will be first available for the 2023 Gordon Parks Festival and then be available as a traveling exhibit. The exhibit opening will be highlighted by a presentation at the Festival by Randal Jelks, a noted Professor of African and African-American Studies at Kansas University. This grant requires a dollar-for-dollar match.
- The College has been awarded \$385,000 in Federal Community Project Funding/Congressional Directed Spending in support of the Truck Driver Training program. While the funds have been awarded, the college is required to submit grant-like documentation to support the funding. This documentation will be submitted in August, 2022 and the funding will follow three to six months later.
- Grants currently submitted, awaiting action:
 - Kansas Wildlife & Parks: The College is working with City and County Government and Kansas Wildlife & Parks to rebuild the east pond dam and pond shoreline. This \$183,450 project includes \$40,000 in donated dirt work from the city, \$42,000 in donated shot rock from the County and \$40,000 in cost reimbursement from Kansas Wildlife and Parks. The remainder of the costs will be covered by the College. As a part of this project, wildflowers/native plants will be planted on the north dam face, eliminating the need to mow that area. Bourbon County Carden Club will assist with that component of the project. This Grant will be submitted to Kansas Wildlife and Parks on June 1.

- The FSCC Nursing program has submitted an application for the annual Kansas Regents Nursing Improvement grant. This grant will provide funds to support nursing students' preparation for NCLEX testing.
- The Welding Department has submitted a grant that would provide a Hypotherm Plasma Cutter at no cost, to be placed in The STARS Welding program.
- The Nursing Department as subtitled a proposal to the Cigna Corporations for funding to support the purchase of a pediatric simulator for their department. The simulator will allow the nursing students to practice pediatric-related skills without having access to actual pediatric patients.

EXECUTIVE SESSION

RECOMMENDATION: It is recommended that the Board adjourn to executive session.

MOVE TO EXECUTIVE SESSION:

BOARD ACTION: MOTION _____ SECOND _____ VOTE _____
DISCUSSION:

VOTE: _____ Bartelsmeyer _____ Elliott _____ Fewins
 _____ Hart _____ Holt _____ Nelson

MOVE TO REGULAR SESSION:

BOARD ACTION: MOTION _____ SECOND _____ VOTE _____
DISCUSSION:

VOTE: _____ Bartelsmeyer _____ Elliott _____ Fewins
 _____ Hart _____ Holt _____ Nelson

ADJOURN

BOARD ACTION: MOTION _____ SECOND _____ VOTE _____
DISCUSSION:

VOTE: _____ Bartelsmeyer _____ Elliott _____ Fewins

 _____ Hart _____ Holt _____ Nelson