

# MEETING OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE

September 14, 2011

Trustees Present: William S. Clifford, Jeff Crist, Marilyn Douglass, Ron Schwartz, Terri Worf, Steve Sterling

Others Present: Debra Atkinson, Deputy Clerk  
Kevin Brungardt, Dean of Academics  
Adrienne Celli, Treasurer of Student Government Association  
Lenora Cook, Dean of Technical Education  
Melissa Fisher, Secretary of Student Government Association  
Brittany Garcia, Vice President of Student Government Association  
Daniel Gutierrez, President of Student Government Association  
Angie Haflich, *Garden City Telegram*  
Micah Kasriel, Coordinator of Student Activities  
Terry Lee, Science Instructor  
Deanna Mann, Dean of Institutional Effectiveness and Enrollment Services  
Steve Quakenbush, Director of Information Services and Publications  
Ryan Ruda, Dean of Student Services  
Dr. Herbert Swender, President  
Jeff Southern, Director of Information Technology  
Jalayne Speer, Public Relations Officer of Student Government Association  
Dee Wigner, Vice President for Finance and Operations

## **CALL TO ORDER:**

Chair Worf called the meeting to order at 5:50 PM.

## **COMMENTS FROM THE CHAIR:**

Chair Worf made the following comments:

- It is nice to see everyone back in school.
- Fall sports have begun and there are lots of opportunities to attend sporting events.
- Congratulations to GCCC football team on first win of the season against Highland Community College.
- Congratulations to President Swender on an article that was recently published in a national educational journal, CRD Dispatch.
- The GCCC Meats team's first event is scheduled for September 24, when members participate in the 2011 Beef Empire Days Intercollegiate Meats Contest in Garden City
- Chair Worf reminded trustees that several would be attending the annual Association of Community College Trustees Congress in Dallas October 11-15.

## **OPEN COMMENTS FROM PUBLIC:**

Chair Worf noted that no one from the public had registered to make comments.

## **REPORT FROM FACULTY SENATE:**

Terry Lee, Science Instructor, filled in for President of Faculty Senate/Department of Public Safety Instructor/Director Linda Morgan. Terry Lee reminded trustees that Faculty Senate information was part of the electronic board packet.

(Supporting documents filed with official minutes.)

### Program Report:

Cupcakes and Cadavers

Terry Lee, Science Instructor

Lee told trustees that the cadaver lab, located in the Warren Fouse Science and Math Building, opened in 1989. The lab at that time housed one cadaver that was used exclusively for anatomy and physiology instruction. Lee added that the lab now includes four cadavers, which are used one year each, with one replaced every semester. Students in a variety of science programs, athletic training, nursing, criminal justice and emergency medical services technology all benefit from the lab today.

Trustees learned that out of 19 Kansas community colleges, GCCC is one of just three that maintain cadaver labs. The others are Cloud County Community College; and Kansas City Kansas Community College, which uses the facility there exclusively for a mortuary science program.

Access to the lab is strictly limited, and Lee noted that visits to the facility for college classes and by high school groups have grown from 305 in 2006 to 414 in the spring term of 2011. Cadavers are provided by individuals who donate their bodies, upon death, to education or medical science. Distribution is coordinated by the University of Kansas Medical Center.

Board Members expressed appreciation to Lee for his report.

### **REPORT FROM STUDENT GOVERNMENT ASSOCIATION:**

Daniel Gutierrez, President of Student Government Association, introduced his executive staff for the 2011-2012 semester and shared with trustees highlights of events that have taken place since the last SGA report.

#### Past Events:

- A representative from GCCC SGA was invited to speak at the Kansas Tobacco Free Coalition gathered in Topeka in July regarding campus efforts to become tobacco free.
- August 15, Information Fair
- August 16, Watermelon feed and mechanical bull riding, provided by Garden City Unit of National Guard, Gutierrez expressed his thanks to administration for their help in serving watermelon to students.
- August 17, Welcome back picnic for students and Free Movie Night, which approximately 184 students attended
- August 25, Name that Tune Game Show. About 213 students showed up in the cafeteria to compete and win prizes.
- August 26, presidents from Hispanic American Leadership Organization, Phi Theta Kappa and Student Government Association had the opportunity of meeting with Congressman Huleskamp.
- September 6, Clearly You Crystals attracted approximately 80 students.
- September 7, Five queen and five king candidates, representing campus organizations, were selected in a preliminary round of homecoming voting by the student body.
- September 8, BowlMania at Hard Rock Lanes took place with 102 students.

#### Future Events:

- September 16, Constitution Day
- September 19, Make Your Own Street Sign
- September 21, Daniel Gutierrez, President of GCCC Student Government Association and several other Kansas SGA presidents have been invited and will attend a special meeting hosted by Governor Sam Brownback to discuss the future of Kansas, followed by a reception at Cedar Crest, the governor's mansion, in Topeka.
- September 22, Homecoming bonfire with hotdog eating contest and DJ and SGA selling homecoming t-shirts.

- September 24, Homecoming game, half time crowning of queen and king by President Swender.
- September 27, Breakfast Bingo
- October 5, SGA will help with Endowment Association Scholarship Phonathon.

Trustees asked for an update on SGA efforts to create a tobacco-free campus. Gutierrez explained that SGA members are developing processes to move forward on the project. SGA will focus on the present administrative policy on tobacco usage, as well as enforcement of a Kansas statute and city ordinance that ban smoking in college buildings or within 50 feet of primary entrances.

Trustees expressed their appreciation for the report and continued work of SGA to create a tobacco-free campus at GCCC

**CONSENT AGENDA**

Chair Worf asked if Trustees wished to add or remove any items from the consent agenda for discussion; no one did. Chair Worf then asked for a motion approving consent agenda items A-F.

**Motion:**

*Sterling, moved, seconded by Clifford, to approve consent agenda items A through F as presented  
Motion carried 6-0*

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (August).

(Supporting documents filed with official minutes.)

**(B) APPROVED PERSONNEL ACTIONS/CONTRACTS**, as presented

(Supporting documents filed with official minutes.)

**(C) APPROVED SUBMITTED FINANCIAL INFORMATION**, as presented

(Supporting documents filed with official minutes.)

**(D) APPROVED PURCHASES OVER \$20,000**, as presented

**D-1 Williams Stadium Scoreboard**

Vendor: Daktronics

For: Williams Stadium Scoreboard

Amount: \$21,990

(Supporting documents filed with official minutes.)

**(E) APPROVED DONATION OF VEHICLE (1985 Ford fire truck), TRANSFER AGREEMENT**, as presented

(Supporting documents filed with official minutes.)

**(F) APPROVED 2011-2012 NEGOTIATED AGREEMENT**, as presented

(Supporting documents filed with official minutes.)

**MONITORING REPORTS and ENDS REPORTS:**

Trustees indicated they had received and reviewed Workforce Development monitoring report.

Chair Worf affirmed that the monitoring report had been read and provided a reasonable interpretation of the policy and evidence of compliance.

**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

Trustees devoted extensive time reviewing Annual, Treatment of People # 1-#6. Trustees felt that this report should be given semi-annually in August and May. Trustees also discussed ways to gauge employee views; trustee Clifford suggested the possibility of an annual survey of college personnel.

**OWNERSHIP LINKAGE:**

Trustees acknowledged receipt of letter from outgoing GCCC Higher Education Association President Kay Davis, science and math division director. In addition, Davis thanked trustees “for the manner in which negotiations were organized this past spring and summer.” Davis noted the service of Randy Grisell, board

attorney, for facilitating “the negotiations process in a professional and straight forward manner.”

Chair Worf asked other members for ideas during a discussion of ownership linkage, the policy governance process for sharing and gathering input and ideas from the public. Focus groups, round table discussions, town hall meeting and sessions with other governing boards were among the suggested ideas. Trustee Clifford indicated that perhaps the linkage process should be more formalized. Trustee Douglass proposed a trustee booth at the spring GCCC Endowment Association Scholarship Auction to gather input from the public.

President Swender suggested a shared meeting of trustees with the boards of the GCCC Endowment Association and the Broncbuster Athletic Association. Chair Worf agreed to compile a list of linkage and information sharing options for the next board meeting.

### **REPORTS:**

Trustees received numerous information reports as part of the electronic Board packet. A complete report is filed in the electronic Board packet.

President’s Report:

#### **Incidental Information:**

Recent campus events and developments, challenges and possible solutions are attached as part of these minutes.

#### **Presidential Comments:**

Dr. Swender reported to Trustees the employee in-service sessions on August 12 included a presentation by Caleb Asher, deputy secretary of workforce services with the Kansas Department of Commerce. The deputy secretary outlined the importance of workforce education in making Kansas competitive in the global economy. He also noted GCCC’s leadership in workforce, career and technical education. Trustees received copies of in-service brochures that were previously distributed to employees.

President Duane Dunn of Seward County Community College hosted a networking visit for GCCC personnel to confer with their SCCC counterparts. Ice cream was enjoyed before boarding GCCC buses for the return trip.

Dr. Swender told Trustees that U.S. Congressman Tim Huelskamp conducted an invitational business round table discussion on August 26 in the Endowment Room of the Beth Tedrow Student Center. Dr. Swender told trustees that he very much enjoyed getting to know Congressman Huelskamp better and had received positive feedback regarding the event.

Dr. Swender reported that on August 21 GCCC hosted the annual Broncbuster Buddy Day at the Beth Tedrow Student Center. This event was well attended and enjoyed.

Dr. Swender noted that Intramurals sports are up and running with many different activities. He added that student engagement at GCCC is the best he has seen on any campus in his career.

Dr. Swender shared that the GCCC Student Support Services Program has received notification of continued funding for 2011-2012. This is a five year award in the amount of \$275,282 per year. Dr. Swender told trustees that he has requested a monthly briefing on status of all grants at GCCC, in addition to exploring the possibility of grant oversight at the cabinet level.

The campaign for tax credits will begin soon. GCCC can accept up to \$347,055 in donations for a total of \$208,233 in Kansas tax credits. For every dollar contributed a 60 per cent income tax credit could be received from the state.

In addition, narratives for review of the GCCC Administrative Services Division and Business Office/Payroll were part of the electronic board packet. Trustees thanked all involved for the reports.

**KACCT/COP REPORT HIGHLAND COMMUNITY COLLEGE:**

Trustee Ron Schwartz, GCCC representative to the Kansas Association of Community College Trustees, updated board members on a recent KACCT session at Highland Community College.

Trustee Schwartz reported that community college trustees statewide would like the 19 KACCT member institutions to develop a common data system, standardize course names and codes and strengthen trustee communication with the Kansas Board of Regents. Trustee Schwartz added that the group is also advocating shared efforts with Kansas public school administrators to boost the college preparation level of high school graduates, as well as moving all public governing board legal notices from newspaper publication to a common website. The top priority is to prompt the Kansas Legislature to provide the \$59 million in funding needed over three years to fully support a formula approved recently for distribution of state support to the community colleges.

Trustees thanked Schwartz for representing GCCC.

**REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:**

- Swartz reported that September 23 from 8 a.m. to Noon. FCEDC would conduct a retreat in the Endowment Room of the Beth Tedrow Student Center.
- A Texas company is back in Garden City looking at buildings for possible relocation.
- Local business is anticipating expansion.
- A California company has submitted business proposal.
- Warehouse distributor has found ground west of town and will bring approximately 15 employees.

Chair Worf drew trustee attention to an article from Society for College and University Planning that had been distributed earlier in the meeting. Chair Worf encouraged all to read the article regarding trends in higher education.

Chair Worf noted that October board meeting date will be the 18<sup>th</sup> and the November board meeting date will be 16<sup>th</sup>.

*Chair Worf adjourned the meeting at 7:30 p.m.*

**UPCOMING CALANDAR EVENTS:**

- Oct.18 Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 6:00 p.m. Endowment Room
- Oct. 12-15 ACCT 42<sup>nd</sup> Annual Leadership Congress – Dallas Texas
- Oct. 13-14 Fall Break Oct. 13 NO CLASSES, faculty work day, Oct. 14 NO CLASSES FACULTY HOLIDAY
- Nov. 8-11 President Swender in Washington D.C., presenter at Council for Resource Development
- Nov. 16 Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 6:00 p.m. Endowment Room
- Nov. 23-24 Thanksgiving Break-NO CLASSES – OFFICES CLOSED
- Dec. 14 Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 6:00 p.m. Endowment Room
- Dec.12-14 Final Exams
- Dec. 19-Jan.2 Christmas Holiday – NO CLASSES – OFFICES CLOSED
- Jan.9 Faculty Report – In-Service
- Jan. 11 Classes Begin  
Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 5:45p.m. Endowment Room

\_\_\_\_\_  
Debra J. Atkinson  
Deputy Clerk

\_\_\_\_\_  
Herbert J. Swender, Ed.D.  
Secretary

\_\_\_\_\_  
Terri Worf  
Chair of the Board