

MEETING OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE

May 23, 2012

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

Trustees Absent: Jeff Crist

Others Present: Debra Atkinson, Deputy Clerk
Kevin Brungardt, Dean of Academics
Dr. Lenora Cook, Dean of Technical Education
Brittany Garcia, President of Student Government Association
Rachel Gray, *Garden City Telegram*
Micah Kasriel, Coordinator, Student Activities
Colin Lamb, Director of Counseling/Advising
Cathy McKinley, Dean Continuing Education, Community Service
Moises Mora, GCCC Student
Linda Morgan, Faculty Senate President/Criminal Justice Instructor
Pam Powers, President's Receptionist
Steve Quakenbush, Director of Information Services and Publications
Jeff Southern, Director of Information Technology
Dr. Herbert Swender, President
Dee Wigner, Vice President

CALL TO ORDER:

Chair Worf called the meeting to order at 6:00 p.m.

COMMENTS FROM THE CHAIR:

Chair Worf made the following comments:

- Noted that today was the 24th anniversary at GCCC for Steve Quakenbush, Director of Information Services. Steve estimated that he has attended 305 Trustee meetings.
- Congratulated the GCCC Women's Rodeo Team for qualifying for the second consecutive year to compete in the National Intercollegiate Rodeo Association College National Finals Rodeo in Casper, Wyoming.
- Recognized and congratulated students from the Academic Excellence Challenge team on becoming the Kansas Sunflower League state champions.
- Congratulated Ron and Janie Schwartz on being named Mr. and Mrs. Garden City Community College for all their support.
- Extended condolences to the family of Mallory Meyer, student who died May 8.
- GCCC campus will be closed Monday, May 28 in observance of Memorial Day.

OPEN COMMENTS FROM PUBLIC:

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

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Brittany Garcia, President of Student Government Association, addressed the board in her last meeting as president. Garcia expressed her appreciation for the opportunity to serve and thanked the board for support throughout her tenure. She introduced her successor Moises Mora, SGA president for 2012-2013. President Swender and Trustees thanked Garcia for her leadership.

President Mora highlighted recent activities:

- Student activity allocation hearings took place in April
- SGA awards assembly was conducted on May 3
- “What the Puck” took place on May 8 and was well attended

SGS will be conducting a meeting sometime during the summer break,

Trustees thanked Mora for the report.

PROGRAM REPORT FROM FACULTY SENATE:

Linda Morgan, Department of Public Safety Instructor/Director and Faculty Senate President told trustees that Carolyn Klassen, Instrumental Music instructor, was selected as the 2011-2012 Outstanding Faculty Member, and a new award this year, Faculty Rookie-of-the-Year, was awarded to Leonard Rodenbur, Social Science instructor.

Morgan shared with trustees a year-end report from the Faculty Senate. The report outlined accomplishments in the Nursing, Instrumental and Vocal Music, Drama, English as a Second Language, Student Media, Business, Criminal Justice, Paramedic and Fire Science Programs, in addition to the Academic Excellence Challenge and Rodeo Teams.

Morgan shared with trustees that she had been elected for a third one year term as Faculty Senate President, and outlined a series of faculty highlights from the year just ended. Those included an analysis of strengths, weaknesses, opportunities and threats, some of which have been addressed; a series of faculty and staff training sessions conducted by the GCCC Teaching and Learning Center; and faculty attendance at conferences and training sessions. Morgan added that weekly meetings and a series of breakfast and lunch meetings with President Swender had been well attended and that a good rapport existed between faculty and the president.

Members expressed their appreciation for the report,
(Supporting documents filed with official minutes.)

CONSENT AGENDA

Chair Worf asked if Trustees wished remove any items from the consent agenda. No items were removed.

Chair Worf then asked for a motion approving consent agenda items II-A-E

Motion:

Clifford moved, seconded by Schwartz, to approve consent agenda items II-A-E as presented

Motion carried 5-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (April 25, 2012)

(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

D-1 Approved Worker’s Compensation Insurance Renewal

Vendor: Keller Leopold Agency

For: Base Worker’s Compensation Insurance Renewal

Amount: \$86,380

(Supporting documents filed with official minutes.)

D-2 Approved Assessment Technology Institute Software

Vendor: Assessment Technologies Institute, LLC
For: Testing and evaluation software (nursing department)
Amount: \$32,420

(Supporting documents filed with official minutes.)

D-3 Approved Datatel Software Annual Renewal

Vendor: Datatel
For: Software Annual Renewal
Amount: \$200,232

D-4 Approved Technology Purchase CDW

Vender: CDW
For: Hardware necessary to implement the Echo 360 lecture capture software
Amount: \$99,170

(E) APPROVED OIL TECHNOLOGY PROGRAM

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed Executive Limitations, Treatment of People #2, #3, #4, #5.

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

(Supporting documents filed with official minutes.)

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

General Executive Constraints #12, Information and Advice #2, #3, #5, Executive Limitation #9, #10 in addition to Academic Advancement, Annual #1, #2 monitoring reports were reviewed. No changes were suggested to these monitoring reports. Executive Limitations, Asset Protection #5 was also reviewed and a suggested change discussed:

Suggested change in Executive Limitation: *The President shall not make any purchase (a) of over \$5,000 without having obtained comparative prices with consideration of quality **past service and experience**; (b) of over \$10,000 without **written** competitive bids and due consideration regarding cost, quality, and service; and (c) of over \$20,000 **without Board approval**.*

Note: *The above suggested changes reflect dollar amounts that were incorporated several years ago. In addition, the federal government has changed the definition of equipment to include only those items that individually cost \$5,000 or more. This policy will better align the college with federal grant reporting guidelines.*

Motion:

Clifford moved, seconded by Douglass, to approve and accept the proposed change to Executive Limitation, Asset Protection #5, page 12 of the Policy Governance Handbook as presented

Motion carried 5-0

OWNERSHIP LINKAGE:

Trustee Bill Clifford asked that the board be apprised of college policy updates and shared input from a citizen who suggested GCCC seek ethnic diversity among applications for the open position of head men's basketball coach.

Terri Worf, board chair, said she had talked with parents of students about the transferability of GCCC course credits to state universities. Swender told trustees that transfer of credits itself is not an issue. Swender noted

that course transfer from two-year to four-year colleges is better than transfer from four-year to four-year institutions. Swender added that a typical student changes majors more than three times and when students change majors some courses can be accepted only as electives under the new major. Swender encouraged students to let GCCC know their intended major and school of transfer so that appropriate classes can be determined.

Swender shared with trustees that he attended a number of student awards banquets this spring, and even among high school students he encountered who are going straight to university campuses in the fall, 100 percent are transferring courses they completed through GCCC.

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:

Economic Contributions of Kansas Community Colleges:

Trustees were provided a copy of the Final Report of the Economic Contributions of Kansas Community Colleges for informational purposes.

Congratulations:

Swender congratulated GCCC's 2012 Rodeo Team after their annual competition was recently voted Rodeo of the Year in the Central Plains division of the National Intercollegiate Rodeo Association. Congratulations also went to GCCC Academic Excellence Challenge Team for earning the Sunflower League state championship.

GCCC 92nd Commencement:

Veteran Denver Nuggets player Mark Randall was the featured keynote speaker for GCCC 92nd Commencement and many positive student comments have been received.

Second Round Trade Adjustment Assistance Community College and Career Training Grant:

GCCC will be submitting an application for the second round of TAACCCT within the next several hours.

Activities and Events:

Swender extended his thanks to trustees for their attendance at the numerous year-end activities. In addition, he complimented and thanked Kyle Chaput, art instructor, and the GCCC Welding program for assistance in creative design and display of podium pieces for commencement. He said quality and excellence were certainly displayed and appreciated.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Trustee Schwartz told members that the Finney County Economic Development Corporation has approved budget revisions for 2012 in addition to the 2013 budget request.
- FCEDC approved final revision to by-laws.
- A retail project located east of the city will beginning moving dirt the first part of next month.
- Trustee Schwartz gave a rundown on new industrial and retail developments.

OTHER:

- Chair Worf encouraged members to consider dates in July for a Policy Governance and Budget retreat.

- Members agreed to keep summer meeting time at 6:00 p.m.

EXECUTIVE SESSION:

Chair Worf recessed the board at 7:15 for a short 10 minute break.

Motion:

Clifford moved, seconded by Douglass, to recess the board at 7:15 for a 10 minute break, and to reconvene into a 30 minute executive session at 7:25 for the purpose of discussion of acquisition of property and non-elected personnel. No action will be taken

Motion carried 5-0

Persons included in executive session:

GCCC Board of Trustees

Herbert J. Swender, President

Dee Wigner, Vice President

Meeting adjourned at 7:55p.m.

UPCOMING CALENDAR EVENTS:

June 7-8 KACCT/COP Retreat, Johnson County Community College

June 9 10:30 a.m. Beef Empire Day Parade

June 13 Regular monthly meeting, Endowment Room. Dinner 5:00 p.m. call to order at 6:00 p.m.

July 4 Independence Day holiday – NO CLASSES – OFFICES CLOSED

July 11 Regular monthly meeting, Endowment Room. Dinner 5:00 p.m. call to order at 6:00 p.m.

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

Terri Worf
Chair of the Board