

**MEETING OF TRUSTEES  
OF  
THE GARDEN CITY COMMUNITY COLLEGE**

**October 24, 2012**

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

Trustees Absent: Ron Schwartz

Others Present: Debra Atkinson, Deputy Clerk  
Rand Chappell, Head Men's Basketball Coach  
Dr. Lenora Cook, Dean of Health Sciences  
Jeremy Gigot, Executive Director of Garden City Community College Endowment Association  
Dennis Harp, Athletic Director  
Micah Kasriel, Coordinator of Student Activities  
Rachel Gray, *Garden City Telegram*  
Tegan Matthews, Cheer, Yell and Dance Coach  
Moises Mora, President of Student Government Association  
Linda Morgan, Faculty Senate President/Criminal Justice Instructor  
Steve Quakenbush, Executive Director of Public Relations  
Ryan Ruda, Vice President of Student Services  
Jeff Southern, Director Information Technology  
Dr. Herbert J. Swender, President  
Leslie Wenzel, Math Instructor  
Dee Wigner, Executive Vice President

**CALL TO ORDER:**

Chair Douglass called the meeting to order at 6:03 p.m.

**COMMENTS FROM THE CHAIR:**

Chair Douglass made the following comments:

- Requested that fellow trustees send healing thoughts to Trustee Ron Schwartz who is in Kansas City for treatment, and to remember Janie Schwartz with strong thoughts as well.
- Noted that GCCC enrollment had increased significantly for the fall semester.
- Stated that the new GCCC logo was well received and that the introductory celebrations October 19 and 20 went very well.
- Remarked that many athletic events continue and that some fall sports seasons are coming to an end.
- Reminded trustees that Saturday, October 27 would be GCCC's last home football game.
- Observed that the play, "The King Stag" continues through weekend.

**OPEN COMMENTS FROM PUBLIC:**

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

**REPORT FROM STUDENT GOVERNMENT ASSOCIATION:**

Moises Mora, President of Student Government Association, distributed homecoming t-shirts to trustees and President Swender in appreciation of their support and shared highlights:

Past Events:

September 29 Homecoming football game at Memorial Stadium with GCCC hosting Fort Scott. King and Queen were crowned that night, including Samantha Trejo and Moises Mora.

October 1 SGA successfully hosted breakfast bingo.

October 10 Mind Tripping Illusions, a new event, was conducted in the cafeteria and was well attended.

November 15 SGA will host a tobacco free event on the GCCC campus. Grant funds will help sponsor this event.

Chair Douglass inquired if SGA was continuing to use the grant received last year to aid in educating students about tobacco, and the SGA president replied in the affirmative.

### **REPORT FROM FACULTY SENATE:**

Linda Morgan, Faculty Senate President/Criminal Justice Instructor, reminded trustees that Faculty Senate information was part of the electronic board packet.

### **Program Report:**

#### **College Skills Development Classes:**

Leslie Wenzel, Math Instructor

Wenzel coordinates the team of 16 instructors from various disciplines who teach the course, which is required of incoming, full-time degree-seeking students. Considered an orientation class, College Skills Development covers topics, activities and information necessary for success in college. Usually taught over an eight-week period, it also helps students build familiarity with facilities, programs and services across the campus. This fall 25 sections of the class were offered with 453 GCCC students completing in the first eight weeks.. Wenzel told trustees that one to two sections are getting under way for the second eight-week period of the term.

Students create a reference notebook with information presented in the course via the textbook, guest speakers, class lectures, class handouts, scavenger hunts and other components. Information ranges from financial aid, financial literacy, library access and services at the Mary Jo Williams Comprehensive Learning Center to online course orientation. In addition to traditional assignments, students go through interviews with their faculty advisors and assemble their own long-range plans for education. In addition students in some majors focus on subject-specific information, including Cosmetology, John Deere Tech, Criminal Justice, Fire Science, Emergency Medical Services Technology, Welding and Agriculture. There is a segment for GED and English as a Second Language students too, so they can make a successful transition to college curriculum after completing adult basic education.

Trustees extended their appreciation to the Wenzel for the report.

### **INTRODUCTION OF NEW EMPLOYEES:**

President Swender introduced new GCCC employees during the meeting, including Dennis Harp, athletic director; Rand Chappell, head coach for men's basketball; and Tegan Matthews, coach for the cheer, yell and dance team. In addition, trustees met Jeremy J. Gigot, who took charge recently as director of the GCCC Endowment Association. Each took a few minutes to address the board.

### **CONSENT AGENDA**

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

Chair Douglass then asked for a motion approving consent agenda items II-A-D.

Accounting for the Post-Secondary Technical Education Fund and the Ammonia Refrigeration program were discussed.

**Motion:**

*Clifford moved, seconded by Worf, to approve consent agenda items II-A-D as presented.*

*Motion carried 5-0*

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (September 12, 2012)

(Supporting documents filed with official minutes.)

**(B) APPROVED PERSONNEL ADJUNCT/OUTREACH CONTRACTS**, as presented

(Supporting documents filed with official minutes.)

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

(Supporting documents filed with official minutes.)

**(D) APPROVED PURCHASE ORDERS OVER \$20,000**

D-1 Fire Alarm System Equipment for the Pauline Joyce Fine Arts Building, Dennis Perryman Athletic Complex and Saffell Library

Vendor: Simplex Grinnell

Amount: \$65,447.00

(Supporting documents filed with official minutes.)

D-2 Live-Scan Latent/Palm System

Vendor: AFIX Technologies

Amount: \$7,500.00 Finnup Foundation Grant

\$13,156 Perkins Grant

(Supporting documents filed with official minutes.)

**MONITORING REPORTS and ENDS REPORTS:**

Trustees indicated they had received and reviewed monitoring reports General Executive Constraints #9, #10 and Asset Protection #5.

(Supporting documents filed with official minutes.)

**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

Trustees reviewed Executive Limitations Treatment of People #1, #6. This monitoring report will be given in November on an annual basis.

**OWNERSHIP LINKAGE:**

Trustee Clifford shared with trustees that community members had brought to his attention their concern regarding the sponsorship that had been purchased on the high school football stadium scoreboard. Trustee Clifford added that he felt confident that this issue had been successfully addressed in a previous meeting. He said he understands that sponsor ads would run on both the scoreboard at the middle school and the scoreboard at the new high school until contracts had been fulfilled.

Trustee Crist related that Athletic Director Dennis Harp has made a point of introducing himself to Crist's son and wife at the October 20 football game. Crist added that a positive atmosphere at athletic events is prevalent and welcome.

Chair Douglass shared with trustees that the Broncbuster Athletic Association membership is excited about changes that are taking place.

**REPORT ON ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES 43<sup>RD</sup> ANNUAL LEADERSHIP CONGRESS:**

Trustees Crist, Worf and Schwartz, in addition to President Swender, attended the 43<sup>rd</sup> Annual Leadership

Conference in Boston October 9-13. Trustee Crist stated that as a first time attendee he found many of the sessions beneficial and that he appreciated the opportunity to attend. Trustee Worf stated that the focus of the sessions was on helping students learn and successful completion. Worf also said she felt the conference was beneficial.

Swender noted that the GCCC presentation on the Kansas Pell Grant study went very well and thanked trustees Worf and Schwartz, in addition to Kansas Association of Community College Trustees Executive Director Linda Fund for their substantial contributions to the success of the presentation. Over 60 persons attended the GCCC session and left with important information regarding the impact of Pell Grants on rural community colleges.

Chair Douglass expressed appreciation to all attendees for representing 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:**

#### **Enrollment:**

According to official 20<sup>th</sup> day figures reported by the Kansas Board of Regents GCCC had a 10.2% increase in enrollment, which was the second highest in the state for all colleges and universities, according to the president.

#### **Default Rate:**

GCCC's student loan default rate for 2009, the most recent year reported, has been tabbed by the federal government at 12.3 percent. Rates below 15 percent are considered acceptable.

#### **Vice President of Instructional Services:**

Dr. Bruce Exstrom, vice president of instructional services, is scheduled to arrive on campus November 1. Swender stated that staff and faculty are excited about his arrival. Exstrom will be instrumental in the implementation of the four-day class schedule slated to begin with the Spring 2013 semester. Exstrom is familiar with this model. Four-day schedules are helpful when recruiting prospective students.

#### **Endowment Association Scholarship Phonathon:**

Jeremy J. Gigot, Garden City, took charge as executive director of the GCCC Endowment Association Sept. 17. The 33rd Annual Garden City Community College Endowment Association Scholarship Phonathon, raised a total of nearly \$80,000 for academic and technical scholarships to assist GCCC students.

#### **Legislative News:**

Swender shared that GCCC plans to launch the recently-approved Oil Technology program in January and that he recently had the opportunity to discuss the program with Governor Sam Brownback.

#### **Military Friendly College:**

G.I. Jobs Magazine, the leading national publication for U.S. veterans, has named GCCC to its fourth annual Military Friendly College list. Placement was competitive, based on criteria ranging from availability of scholarships to services and support offered for veterans, as well as the number of full-time staff and additional factors. More than 12,000 U.S. Veteran's Administration-approved learning institutions were surveyed, and only 1,739 made the list.

New Logo:

GCCC's new institutional logo was unveiled in a college and community celebration October 19 on the central campus mall, with giveaway items, food and entertainment. The cube-letter emblem has been retired. GCCC will keep the Broncbuster as the official mascot. Swender expressed his appreciation to everyone who came to the unveiling, and stated his appreciation to Janie Perkins, Kansas Board of Regents representative, for her presence at the event.

The new image was created by Tiffany Heit, who manages the college's printing and design services, under the direction of Executive Director of Marketing Cathy McKinley.

"The King Stag"

Swender reminded trustees that tickets for GCCC's first 2012-2013 drama department production, "The King Stag," under the direction of Phil Hoke, were still available. Last performances are this weekend.

Bookstore:

In response to a question from Trustee Marilyn Douglass, board chair, Swender said the transition to college operation of the Broncbuster Bookstore is proceeding well so far. Swender said in-house management would result in lower costs to students and a greater array of GCCC brand items.

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

No report at this meeting.

**CALENDAR REVIEW:**

Chair Douglass reviewed various upcoming calendar dates.

Due to several scheduling conflicts trustees will look at the November 13 and the December 12 dates that have been scheduled for board meetings. Atkinson will send an email message requesting alternate times to the 6:00 p.m. start.

**EXECUTIVE SESSION:**

Chair Douglass recessed the board at 7:10 p.m. for a five minute break.

Board reconvened into a 15-minute executive session at 7:15 p.m. for the purpose of preliminary discussions relating to acquisition of real property. No action was taken.

Persons included in executive session:

GCCC Board of Trustees

Herbert J. Swender, President

Dee Wigner, Executive Vice President

Meeting adjourned at 7:30 p.m.

**UPCOMING CALENDAR EVENTS:**

Nov. 19-23 Thanksgiving Break –NO CLASSES-OFFICES CLOSED

Dec. 17-19 Final Exams

Dec. 12 Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 6:00 Endowment Room

Dec. 24-Jan. 4 Christmas Holiday –NO CLASSES-OFFICES CLOSED

Jan. 9 Regular monthly Board of Trustee meeting 6:00 Endowment Room

Jan. 14 Faculty report – in-service

Jan. 16 Classes begin

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Debra J. Atkinson  
Deputy Clerk

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Herbert J. Swender, Ed.D.  
Secretary

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Dr. Marilyn Douglass  
Chair of the Board