

**MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
November 14, 2017**

Trustees Present: Merilyn Douglass, Jeff Crist, Steve Martinez, Melvin Neufeld, Blake Wasinger, Terri Worf,

Others Present: Debra Atkinson, Deputy Clerk
Emily Clouse, Director of Human Resources
John Green, Athletic Director
Josh Harbour, *Garden City Telegram*
Phil Hoke, Drama Instructor/Faculty Senate Representative
Jeremy Gigot, Executive Director, GCCC Endowment Association
Andy Gough, Director of IT
Micah Koksall, SGA Student/Academic Advisor
Jacquelyn Messinger, Dean of IEPR
Chuck Pfeifer, Dean of Technical/Work Force
Ryan Ruda, Vice President of Instruction/Student Services
Kristi Tempel, Public Relations/Marketing
Phil Terpstra, Dean of Academics
Dee Wigner, Executive Vice President
Clay Woydziak, SGA President
Diana Swender, Special Guest
Herbert Swender, President

CALL TO ORDER:

Chair Martinez called the regular board meeting to order at 6:00 p.m. and congratulated Trustees Douglass and Wasinger for their recent re-election to the GCCC Board of Trustees. Martinez went on to thank Trustee Neufeld for his dedicated service to GCCC and expressed his hope that Neufeld would remain active in the promotion of GCCC.

OPEN COMMENTS FROM PUBLIC:

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

PRESIDENT'S REPORT:

This portion of the meeting is related to student accomplishments, activities, campus visitors, and special events that have taken place in the GCCC campus community since the last Board of Trustee meeting.

Dr. Swender noted that the GCCC Quiz Bowl team hosted a tournament on October 21, with participants from western Kansas and Oklahoma. The GCCC "A" team tied for first place, and the GCCC "B" team placed second.

The 2017 Meats judging team closed out their season with a 3rd place finish at the High Plains Contest in Friona, TX. October 29. Kerstan Schneider was named as 1st Team All-American for 2017. Denise Guerva was National Champion Individual in the Placings category.

Dr. Swender shared with Trustees that GCCC John Deere Instructor, Greg Unger, had received the Workforce Education Excellence in teaching Award, on November 6. Dr. Swender went on to say that under the leadership of Unger the program doubled in size.

Dr. Swender noted that on November 2, GCCC football players gave deserving Buffalo Jones students Adidas tennis shoes. Through contacts at Adidas GCCC secured 30 pairs of shoes as a donation. USD 457 was contacted and students in need were identified at Buffalo Jones School. GCCC players and coaches were honored to participate in the delivery of the shoes to the appreciative students. Dr. Swender went on to share

with Trustees, a communication received from a hotel owner praising the conduct of GCCC student athletes that had recently stay in his Fort Scott Hotel. GCCC student athletes and coaches strive to demonstrate a high level of college representation and respect.

GCCC Sophomore volleyball players played their last game in Conestoga Arena on October 30, and closed out the season with a win over Colby. GCCC volleyball traveled to Butler on November 1, and beat number 3 ranked Butler to earn a berth in the regional tournament for the first time in 12 years. The team did lose to Hutchinson in the regional tournament, but finished very strong in the last half of the season.

Dr. Swender noted that GCCC had hosted the Region VI Cross Country meet at Buffalo Dunes on October 30. GCCC Sandra Szpott finished second at the NJCAA Cross Country National Championships in Fort Dodge, IA. Szpott was also named a first-team All-American. Szpott has signed with Southern Mississippi University. GCCC Women's Cross Country placed 27th.

Dr. Swender shared that area high school juniors and seniors visited GCC on two separate occasions. Discovery Day, October 26, afforded students the opportunity to learn about scholarships and offerings in fine arts. On November 2, students once again traveled to GCCC for Exploration Day, to learn about GCCC Tech programs. The students visited various technical programs, and were able to participate in hands on sessions.

Dr. Swender reported that he was honored to participate in a filmed segment for the Industrial Maintenance and Welding commercial produced professionally under the KanTrain grant to promote the programs. Chuck Pfeifer, Dean of Technical/Workforce coordinated the activity.

GCCC Endowment Scholarship Dinner was on November 9. The dinner brings together students and donors to celebrate how donors help GCCC students with scholarships and equipment. Toni Douglass was the recipient of the Outstanding Service Award, and Great Western Dining received the Outstanding Business Service award.

Dr. Swender applauded The Finney County Convention & Tourism Bureau and the Marine Corps Veterans of Western Kansas for hosting Mark "Oz" Geist at Conestoga Arena on Friday, November 10, in celebration of Veteran's day. Geist gave an inside account of what happened in Benghazi that fateful day on September 11, 2012, and spoke on critical leadership skills. There were over 200 community members and students in attendance.

Dr. Swender announced GCCC bowl bid for the GCCC Broncbuster Football Team. The Busters, currently ranked as number 12, will be taking on Trinity Valley, ranked 8, in Bulldawg Stadium in the Heart of Texas Bowl on December 2, at Copperas Cove, Texas.

Chair Martinez thanked Dr. Swender for his report.

INTRODUCTION OF NEW EMPLOYEES:

There were no new employees attending this meeting.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Clay Woydziak, SGA President, reported the following:

Past events that the group has hosted include:

October 16-19 SGA has a full week of events planned for homecoming week.

Monday, October 16 Festival in the Quad from 11:00 a.m. to 2:00 p.m.
Clubs will participate in the Festival with their own activity or booth. SGA will pass out homecoming T-shirts to students, a variety of food, dancing, Jousting Pitt, Photo Booth, and removable tattoos are part of the festival.

Tuesday, October 17 Airbrush Event in BTSC from 10:00 a.m. to 2:00 p.m., students can select art work to be airbrushed onto hats, mouse pads or tote bags and they get to keep it for free!

Wednesday, October 18 Dodge ball Tournament at 7:00 p.m. in the DPAC back gym. Students will be signing up on Monday at the Festival to make teams of 4-6 for the dodge ball tournament. The teams will compete in full costume. Best costume receives a prize.

Thursday, October 19 Bonfire and Car Bash at 7:30 p.m., in the vacant lot next to First Assembly Church.

Friday, October 20 SGA and club members will be chalking the sidewalk that leads to the stadium.

Woydziak felt that the homecoming activities were a success with good attendance.

Woydziak shared that SGA is working on a recycling grant from the GCCC Endowment Association's Mary Jo Williams Charitable Trust to help place recycling bins around campus. SGA also participated in the Veteran's Day event, with Woydziak introducing guest speaker, Mark "Oz" Geist. Woydziak went on to share that scholarship positions were still open on the SGA board, and current members were talking to freshman success classes in an effort to fill the positions of graduating students.

Chair Martinez thanked Woydziak for his report.

REPORT FROM FACULTY SENATE:

Phil Hoke, Drama Instructor/Faculty Senate Representative, reported that Faculty Senate had hosted three learning communities and that future learning communities have been scheduled through the fall semester. Faculty Senate has revised and approved its bylaws, bringing them up to Higher Learning commission standards. Faculty Senate has coordinated with Dr. Swender in the scheduling of faculty lunches by building. The Penka building is first on the list followed by the remaining buildings. Hoke related these lunches with the President fosters open communication between faculty and administration. Faculty senate is also joining forces with GC3 educators to work on the MOU for class cap sizes.

Trustees thanked Hoke for his report.

REPORT FROM GCCC ENDOWMENT ASSOCIATION:

Jeremy Gigot, the Director of the GCCC Endowment Association, gave a report to the board on current activities. Gigot reported that they had raised \$28,955 on a recent mail in campaign and received \$53,352 in pledges from the student phonathon. These activities helped to exceed the goal of raising over \$80,000.00 for the fall campaign. The GCCC Endowment Association has awarded and administered over \$541,619 in scholarships and \$128,000 in equipment and materials. Gigot reports that assets for 2016 were \$6,540,338.36. Gigot has been working on grants for the Community Foundation, and is finalizing two grant proposals for an out of area foundation. Grant money awarded to the GCCC Endowment Association will update simulators for nursing students, and equipment in the Fine Arts Building.

GCCC Endowment Association hosted the Chamber After Hours Tailgate at the first home GCCC football game in coordination with President's Circle and Broncbuster Athletic Association, Shoot For Scholarships, which helps with funding DPS student scholarships and the Endowment Scholarship Celebration. The Scholarship Celebration serves to bring students and donors together to celebrate. Upcoming events for the Endowment Association will be "Giving Tuesday" on November 28. This is a day when donors can give money to the GCCC Endowment Association by visiting their website at www.gcccendowment.com. All donations are tax deductible. GCCC Endowment Association annual auction has been scheduled for April 13, 2018.

CONSENT AGENDA:

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

Chair Martinez then asked for a motion approving consent agenda items II A-C.

Motion:

Worf moved, seconded by Neufeld to approve consent agenda items, II A-C as presented.

Ayes: Crist, Douglass, Martinez, Neufeld, Wasinger, Worf

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (September 12, 2017)

(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.)

APPROVED OTHER ACTIONS, as presented

(A) APPROVED RESOLUTION 2017-06, as presented.

The college has levied one mill for capital outlay since 1972. The levy is assessed for a period not to exceed five years. Per state of Kansas requirement, the college's board is required to take formal action to extend the Capital Outlay mill levy. Upon Board approval, the resolution will be published in the local newspaper for three consecutive weeks

Motion:

Douglass moved, seconded by Wasinger to approve resolution 2017-06, as presented.

Ayes: Crist, Douglass, Martinez, Neufeld, Wasinger, Worf

Nays: None

Motion carried: 6-0

(Supporting documents filed with official minutes.)

(B) KACCT BOARD REPRESENTATIVE for 3 YEARS, as presented

Dr. Swender took a few minutes to commend with the highest regard Trustee Melvin Neufeld for his guidance and direction as a devoted member of the GCCC Board of Trustees. Dr. Swender went on to thank Neufeld for his leadership in working with the Kansas Association of Community College Trustees (KACCT). A brief discussion about replacing representation at KACCT took place. The board tabled this issue until more information could be gathered with the following motion.

Motion

Worf moved, seconded by Douglass to table the discussion of KACCT Representative Replacement until more information can be gathered regarding time commitment. The Board will re-visit at the December 2017 meeting.

Ayes: Crist, Douglass, Martinez, Neufeld, Wasinger, Worf

Nays: None

Motion carried: 6-0

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed the following monitoring report:

- Annual, Essential Skills, Work Preparedness

Dr. Swender commended Chuck Pfeifer, Dean of Technical/Work Force for his work on a Carl D. Perkins Grant, which was awarded to GCCC. Funds from the grant will aid in marketing and recruiting of non-traditional students in Automotive and Fire Science.

Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

- Annual, Work Preparedness

No change was indicated.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Dr. Marilyn Douglass, Policy Governance Officer, began a review of the Policy Governance Policy titled Governing Style (Governance Process).

The policy states:

The board process will emphasize outward vision rather than an internal preoccupation, encouragement of diversity in viewpoints, strategic leadership more than administrative detail, clear distinction of board and President roles, collective rather than individual decisions, future rather than past or present, and proactivity rather than reactivity.

Trustee Douglass reviewed the following with the board:

The Board will:

2. Enforce upon it whatever discipline is needed to govern with excellence, allowing no officer, committee, or individual to impede fulfillment of this responsibility. A quorum of four board members will be required to conduct binding business at any meeting, and a majority vote of the entire board (four) will be required to approve any action by the board. Discipline will apply to matters such as attendance, meeting preparation, policy-making principles, respect of roles, and speaking officially with one voice.

3. Direct, control, and inspire the college through careful establishment of the broadest values and perspectives in the form of written policies.

4. Focus chiefly on intended long-term impacts on students and community (ENDS), not on the administrative or programmatic means of attaining those effects.

5. Be an initiator of policy, not merely a reactor to staff initiatives. The board, not the staff, will be responsible for board performance.

Trustee Douglass stated that the current board does a great job on the above points, speaking with one voice, supporting the vote, even though each member has individual thoughts and opinions. Review of this policy and others will continue with the next meeting.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Chair Martinez reported the following:

- FCEDC is working with Downtown Vision in bring business to the downtown area.
- FCEDC is working on renovation projects for Plaza shopping area.
- Martinez shared that FCEDC is close to bringing a restaurant to the downtown area.
- Martinez noted that Dairy Farmers of America powdered milk plant hosted their grand opening.

GCCC Chair, Martinez, commended GCCC Campus Police Chief, Rodney Dozier, for initiating a new campaign to recognize members of the GCCC community for “doing the right thing”. The campaign recognizes students, faculty and staff who are setting positive examples by following established safety guidelines. Recipients are awarded randomly when campus police recognize good behavior; for example, a student was awarded for properly using the crosswalk. Trustee Douglass also thanked GCCC Student Services for hard work in preparing the many activities over the last month, including admission events, Exploration and Discovery Days, HALO Day, and admission attendance at 25 fairs on behalf of the college.

REPORT FROM KACCT/COP:

Trustee Neufeld reported the following:

- Trustee Neufeld reported that that state funding continues to be a concern.
- KACCT continues to monitor the Kansas Board of Regents proposal to change the Technical Education funding process.
- Work continues on formulas for state funding of K-12.

REPORT ON HLC:

Ryan Ruda, Vice President of Instruction/Student Services, reported Criterion teams are established and working on collecting evidence for the assurance argument which is due October 2018. Very in-depth work has also begun on Kansas Core Outcomes to make sure competencies align with transfer to four-year level courses. Faculty are documenting and mapping curriculum course outcomes, to ensure students are completing course emphasis and essential skills. A mapping template gives faculty a tool to help fine tune and solidify evaluation of course processes.

REPORT ON COHORT DEFAULT RATE:

Ryan Ruda, Vice President of Instruction/Student Services updated Trustees on the three-year Cohort Default Rate for the college. The Cohort Default Rate is a headcount of borrowers who enter repayment during a federal fiscal year (FFY) compared to the number in the group that default by the end of the specified timeframe. The denominator comprises the group of borrowers who entered repayment during a particular fiscal year. The numerator is comprised of those borrowers in the denominator who defaulted between 10/1/2013 and 9/30/2016. The rate for GCCC is 8.1%, well below average for public 2-year colleges of 18.3%.

Dr. Swender commended Student Support Services with educating GCCC students on responsible borrowing and cited that as a factor in GCCC attaining one of the lowest rates in the State of Kansas.

OWNERSHIP LINKAGE:

Trustees had positive comments regarding the newly revised and updated View Book, “Menu”, that will be a major recruiting tool for new students. Shaped much like a restaurant menu, the piece contains simplified information about GCCC. The marketing piece is a collaboration between Student Services and Marketing. Tiffany Heit developed the eye catching design.

EXECUTIVE SESSION:

Motion:

Douglass moved, seconded by Worf to recess for a five-minute break at 7:15 p.m. and reconvene into executive session at 7:20 p.m., to discuss confidential employee information pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and that President Swender be included. The open meeting will resume in the Kinney Room of the Beth Tedrow Student Center in 20 minutes.

Ayes: Crist, Douglass, Martinez, Neufeld, Wasinger, Worf

Nays: None

Motion carried: 6-0

Board recessed into executive session at 7:20 p.m.

Included in Executive Session:

GCCC Board of Trustees

Dr. Herbert J. Swender, President

Board reconvened into regular session at 7:40 p.m.

No official action was taken, and the meeting adjourned at 7:45 p.m.

UPCOMING CALENDAR EVENTS:

December 18-January 1 Campus Closed, No Classes, Holiday Break

January 2, 2018 Campus Reopens, Faculty, Staff return

January 9 Monthly meeting of GCCC Board of Trustee, 6:00 p.m., Endowment Room, Beth Tedrow Student Center.

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Steve Martinez
Chair of the Board