

MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
September 11, 2018

Trustees Present: Jeff Crist, Dr. Marilyn Douglass, Leonard Hitz, Steve Martinez, Blake Wasinger, Terri Worf

Others Present: Craig Atkinson, National American University
Debra Atkinson, Deputy Clerk
Eugene Atkinson, Community Member
Maxine Atkinson, Community Member
Colton Bartlett, SGA, Treasurer
Robin Bergkamp, Community Member
Holly Chandler, Reading Instructor
Liset Cruz, Community Member
Nicole Dick, Math Instructor
Jesus Dioz, Community Member
Mark Douglass, Community Member
Toni Douglass, Community Member
Rodney Dozier, GCCC Chief of Police
Jeannie Ferguson, ESL Instructor
Adriana Figueroa, Community Member
Dr. Glendon Forgey, Vice President for Business Affairs
Amber Friend, *Garden City Telegram*
Xocruilt Gough, Community Member
Randy Grisell, Attorney for Garden City Community College
Joanne Hamilton, Community Member
Kevin Hamilton, Community Member
Josh Harbour, *Garden City Telegram*
Sheena Hernandez, English Instructor
Phil Hoke, Drama Instructor/Faculty Senate
Jim Howard, Community Member
William Howell, Admission Representative
Tammy Hutcheson, Social Science Instructor
Clara Jackson, SGA President
Jimmy Lee Joseph, Head Cross Country/Track and Field Coach
Aaron Kucharik, Community Member
Gary Kuenstler, Criminal Justice Instructor
Daniel Kyinakwa, Chemistry Instructor
Colin Lamb, Dean of Student Services
Winsom Lamb, Social Science Instructor
Barbara Larson, Community Member
Bob Larson, Community Member
Robert Lewis, Attorney
Craig Lurtz, Transportation Coordinator
Jailene Mendoza, SGA, Vice President
Roberto Mendoza, Community Member
Jacquelyn Messinger, Dean of Institutional Effectiveness, Research, and Planning
Elaine Morales, Community Member
Cortney Morris, English Instructor
Abby Murrell, SGA, Secretary
Kathy Nance, Community Member
Mark Nance, Community Member

Deb Nicholson, GCCC Comptroller
Kimbery Ochoa, Community Member
Chuck Pfeifer, Dean of Workforce Technology
Derek Ramos, Director of Facilities
Sammie Ramos, Community Member
Robert Ramero, Community Member
Emily Robles, SGA, Public Relations
Lauren Rockhold, Coordinator-Student Activities/SGA Advisor
Pedro Rodriguez, Community Member
Ryan Ruda, Vice President for Instruction/Student Services
David Rupp, Community Member
Samantha Sanger, English Instructor
Danny Spurgeon, Converge One
Jeff Southern, Director-Institutional Research / Special Projects
Tammy Tabor, Director Enrollment Management
Phil Terpstra, Dean of Academics
Sylvia Trevino, Community Member
Nancy Unruh, GCCC Registrar
Janice Urie, Coordinator for Tutoring
Susan Waller, Community Member

CALL TO ORDER:

Chair Martinez called the regular board meeting to order at 6:00 p.m.

INTRODUCTION OF NEW EMPLOYEES:

Phil Terpstra, Dean of Academics, introduced new employees Courtney Morris, English Instructor, and Daniel Kyinakwa, Chemistry Instructor. Colin Lamb, Dean of Student Services, introduced new employees William Howell, Admissions Representative and Jimmy Joseph, Head Cross Country Coach. Chuck Pfeifer, Dean of Technical Education and Workforce introduced Gary Kuenstler, Criminal Justice Instructor.

Interim President Ruda welcomed the new GCCC employees and presented each with a GCCC Broncbuster lapel pin.

OPEN COMMENTS FROM THE PUBLIC:

Chair Martinez noted that three individuals had signed up to comment. Community members expressed their opinions regarding GCCC Board of Trustees, Presidential search, and upcoming state elections.

Chair Martinez thanked all for sharing their comments.

EXECUTIVE SESSION:

Motion:

Douglass moved, seconded by Wasinger to go into executive session for thirty (30) minutes, for the purpose of Board of Trustees discussion on personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy, specifically confidential employee information, allowing five (5) minutes to clear the room. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in thirty (30) minutes, (6:45 p.m.). Included in the executive session will be Trustees, and Attorney for Garden City Community College Board of Trustees, Randall Grisell.

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

Nays: None

Motion carried: 6-0

Included in Executive Session:

GCCC Board of Trustees

Randall Grisell, Attorney for Garden City Community College Board of Trustees

Board reconvened into open session at 6:45 p.m.

Motion:

Douglass moved, seconded by Wasinger to approve Ryan Ruda as the Interim President until Garden City Community College Board of Trustees can conduct a national search to fill the Presidential Position, as outlined in a contract presented by Garden City Community College Board of Trustees attorney, Randy Grisell.

Ayes: *Crist, Douglass, Hitz, Martinez, Wasinger, Worf*

Nays: *None*

Motion carried 6-0

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Clara Jackson, SGA President introduced SGA officers and gave the first report of the year.

- Jackson reported that SGA has been working to complete the “Bike Depot” project. Through a grant from Garden City Sheriff’s Department, five bikes and helmets have been purchased for the Garden City Community College Student Government Association’s “Bike Depot”. This innovative endeavor will provide transportation for students without cars. Jackson presented Trustees with examples of accident waiver, check out sheets and bike rack that SGA would like to purchase.
- SGA partnered with Finney County LiveWell to promote World Suicide Prevention Day and September as Suicide Awareness Month on Monday, September 10, 2018. T-shirts were sold to raise money for Southwest Kansas Suicide Awareness Alliance, in addition students used sticky notes to write encouraging thoughts and posted them on the Saffell Library window. Guest speaker series began at 6:30 p.m. Speakers shared valuable information to heighten awareness about this important subject.
- SGA hosted the campus 9/11 Remembrance Day for students, faculty, staff and community members. local first responders and members of the National Guard were in attendance.
- SGA will host Constitution Day on September 17, assisted by the League of Women Voters. Students will also be presented with the opportunity to register to vote.

Chair Martinez thanked Jackson for her report.

PRESIDENTIAL SEARCH:

Trustee Douglass shared that the previous presidential search took approximately 12 months to complete. This timeline included posting the position, considering applications, calling candidates to campus for interviews, selection, and waiting for the selected candidate to move to Garden City. Douglass went on to encourage Trustees to begin the process and the possibility of using the Association of Community College Trustees organization to help facilitate the search. Using this organization would involve a fee.

Trustee Hitz voiced his objection, insisting that a long extensive search was unnecessary, and that the board could look internally and hire Ruda quickly. Although there is no established process for the college’s presidential search, Randy Grisell, Attorney for the GCCC Board of Trustees, recommended following the precedent set by the previous board. Fellow Trustees reinforced their support of a national search in order to fulfill their commitment to due diligence to the public in considering all potential candidates for the presidential position.

Interim President Ruda agreed that it is important to go through the process and establish criteria for the presidential search. In a consensus decision by the board, a committee consisting of Trustee Hitz, Trustee Douglass, and Trustee Crist, will consider criteria and details of the presidential search.

GCCC UPDATE:

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.

Interim President, Ryan Ruda shared the following information with Trustees.

Garden City Community College and Fort Hays State University signed a partnership to provide an easy transition for students transferring from GCCC to FHSU. Nineteen articulation agreements were signed to benefit students in their transition to Fort Hays State in education, Business, STEM, Criminal Justice, and Technical Studies.

The annual Broncbuster Buddy day was held August 25 with a great turn out of kids wanting to meet the players.

The first football game was on September 1 with GCCC winning 52 to 24 against Dodge City Community College. Since then, the team has also defeated Ellsworth Community College. Currently the Buster football team is ranked number seven in the national poll. Interim President Ruda extended congratulations to Coach Sims, the staff and students.

Garden City Community College Fine Arts held a Blacksmithing workshop that was presented by Fort Hays State University professor Toby Flores and Daniele Robinson, in the Mercer Gallery. There was excellent turnout for this event.

Student Government Association partnered with Finney County LiveWell to promote World Suicide Prevention Day. Students participated in a variety of activities. Interim President Ruda expressed his appreciation to Student Government, Lauren Rockhold, SGA Advisor, and others for hosting this important event.

First Responders, Members of the National Guard, Community, Faculty, and Staff were present to pay respects and remember those who have fallen during this morning's GCCC 9-11 Memorial Observance. It was a great community event for the remembrance of 9/11.

Performance Agreements were reviewed by KBOR this past month during the regular KBOR meeting. GCCC met criteria for 100% funding and was approved at this level. This shows the focus that faculty, staff and administration have put on these six performance indicators. This finding provides the avenue for new funds as well as grant opportunities with the state. Receiving funding at 100% level shows that GCCC is maintaining focus on these criteria. Interim President Ruda congratulated faculty and staff involved in meeting this benchmark.

Chair Martinez thanked Interim Ruda for his report.

REPORT FROM FACULTY SENATE:

Phil Hoke, Faculty Senate/Drama Instructor, began his report by expressing that Faculty Senate is engaged and settled into the fall semester. Hoke continued by expressing the faculty's appreciation to Jacquelyn Messinger, Dean of Institutional Effectiveness, Research, and Planning, for the extensive work she has done on the re-accreditation process. Messinger will be working with faculty and staff preparing them for the onsite visit of the HLC team in November. Hoke also indicated that faculty are very enthusiastic about Interim President Ruda's weekly newsletter and student of the week selection, in addition to meeting with Faculty Senate leadership.

Hoke noted that the stress from the previous semester was gone and faculty were filled with a sense of energy. A brief discussion regarding faculty meeting required face time for classes, covering classes in a faculty absence, and policy on faculty to student relationships took place. Hoke reported that Division Leaders and Dean of Instruction/Academic oversees all faculty activity.

Chair Martinez thanked Hoke for his report.

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-DC as presented.

Motion:

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

Ayes: ***Crist, Douglass, Hitz, Martinez, Wasinger, Worf***

Nays:

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (August 14, 2018)
(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 CORRECTED KAN REN INVOICE TOTAL, as presented
(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

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

- Annual, Ends, Workforce Development

Trustees agreed to accept the monitoring report as presented.

REVIEW OF MONITORING REPORTS:

- Annual, Executive Limitations, Asset Protection

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Policy Governance Officer, Dr. Marilyn Douglass asked Trustees to turn to page 9 in their Policy Governance Handbook. Trustee Douglass reported that upon advise from Garden City Community College Board attorney, Randy Grisell, the following statement will be added to General Executive Constraints, #4 Compensation and benefits for staff shall not deviate significantly from market, as item "a".

- Employment contracts shall be reviewed by legal counsel and approved by the board.***

Motion:

Worf moved, seconded by Crist to approve the addition of **"a. Employment contracts shall be reviewed by legal counsel and approved by the board."** to General Executive Constraints, page 9, #4, as advised by Garden City Community College Board Attorney.

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

Nays:

Motion carried: 6-0

Trustees briefly discussed adding a section to GCCC policies that addresses sexual misconduct.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Chair Martinez reported the following:

- FCEDC has industrial prospects that could result in increased Technical Program training opportunities for GCCC.
- FCEDC has some industrial prospects that will need specialized/custom training. Meetings will continue and will offer customized technical training through GCCC.
- Chair Martinez noted that he continues to receive good reports about Dean Pfeifer and the work he is doing with work force.

REPORT FROM KANSAS ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Trustee Crist reported the following:

- Trustee Crist indicated a lot of attention has been focused legislative advocacy as this is an election year.
- Next quarterly meeting is in September 14-15 at Highland Community College, Trustee Crist will have a more complete report at the October meeting.

REPORT ON HIGHER LEARNING COMMISSION:

Ryan Ruda, Interim President/Instruction/Student Services reported that the Assessment report has been submitted. Interim President Ruda expressed his thanks to Messinger, Sanger and all involved in accomplishing this monumental task.

Interim President Ruda then turned to Jacquelyn Messinger, Dean-Institutional Effectiveness / Planning and Research, to update Trustees on HLC/Accreditation. Messinger shared her knowledge regarding HLC and a presidential search. Messinger reported that due diligence must be performed as an institution regarding a search for the seventh president of GCCC. Messinger stated that it was important for the college to follow proper search processes and consider all available candidate when searching for a president. This is for the protection of the board as well as the college. Appointing an Interim President gives GCCC the consistency that is needed at this time.

Messinger went on to say that all requirements have been met and Phase I of the HLC process (Assessment Document submission, all physical evidence) was completed at 9:10 p.m. on September 10, 2018. Additional requests from HLC will be responded to in a timely manner.

Phase II begins now, preparation of faculty, staff and trustees for the site visit on November 5-7. Messinger went on to say that there is still plenty of work to be done and that the entire process could complete as late as June or July 2019.

OWNERSHIP LINKAGE:

Trustee Wasinger expressed his appreciation of the opportunity to hear former Florida State and Tennessee Titans star Myron Rolle when he came to GCCC to visit with Buster Football players. Trustee Wasinger stated that it was refreshing to hear him talk on importance of education and not just the NFL.

Trustee Wasinger was thankful for the use of the GCCC Mobile Classroom at Buffalo Dunes during the Pro-Am golf tournament. The Mobile Classroom was used by the scorers and they appreciated the air conditioning.

Trustee Wasinger attended A Wild Affair last weekend at the zoo. Great Western Dinning did a great job representing their culinary skills and were also an outstanding representative for GCCC.

Trustee Worf asked GCCC Board Attorney Randy Grisell for an update on the investigation that Greg Goheen is conducting. Grisell shared that he expected the investigation to be complete in 30 days.

CALENDAR DATES:

Chair Martinez reviewed calendar dates with Trustees.

EXECUTIVE SESSION:

Motion:

Douglass moved, seconded by Wasinger to go into executive session for fifteen (15) minutes, for the purpose of consultation with the attorney for the Board of Trustees on matters that would be deemed privileged in the attorney-client relationship, specifically potential claims or litigation, allowing five (5) minutes to clear the room. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in fifteen (15) minutes, (8:20 p.m.). Included in the executive session will be GCCC Board of Trustees, Randall Grisell, Attorney for Garden City Community College Board of Trustees, and Ryan Ruda Interim President, Vice President for Instruction/Student Services.

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

Nays: None

Motion carried: 6-0

Board recessed into executive session at 8:05 p.m.

Included in Executive Session:

GCCC Board of Trustees

Randall Grisell, Attorney for Garden City Community College Board of Trustees

Interim President, Vice President/Instruction/Student Services, Ryan Ruda

Board reconvened into open session at 8:20 p.m.

No binding action was taken.

EXECUTIVE SESSION:

Motion:

Crist moved, seconded by Douglass to go into executive session for fifteen (15) minutes, for the purpose of Board of Trustees discussion on personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy, specifically an individual employee's performance, allowing five (5) minutes to clear the room. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in fifteen (15) minutes, (8:40p.m.). Included in the executive session will be GCCC Board of Trustees, Randall Grisell, Attorney for Garden City Community College Board of Trustees, and Ryan Ruda Interim President, Vice President for Instruction/Student Services.

Ayes: *Crist, Douglass, Hitz, Martinez, Wasinger, Worf*
Nays: *None*

Motion carried: 6-0

Board recessed into executive session at 8:25 p.m.

No binding action was taken.

ADJOURNMENT:

Motion:

Douglass moved, seconded by Worf to adjourn the September 11, 2018 Garden City Board of Trustee meeting.

Ayes: *Crist, Douglass, Hitz, Martinez, Wasinger, Worf*
Nays: *None*

Motion carried: 6-0

Meeting adjourned at 8:45 p.m.

UPCOMING CALENDAR EVENTS:

October 5	No Classes, Fall Break/Offices open
October 9	GCCC Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center
November 5-7	HLC Site Team campus visit
November 13	GCCC Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center
November 19-23	Thanksgiving Break, No Classes, Offices Closed
December 11	GCCC Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center
December 17-January 2	Christmas Break, No Classes, Offices Closed
January 9, 2019	Spring 2019 Classes Begin

Debra J. Atkinson
Deputy Clerk

Ryan Ruda
Interim President

Steve Martinez
Chair of the Board