

**MEETING OF TRUSTEES  
GARDEN CITY COMMUNITY COLLEGE  
October 9, 2018**

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

Others Present: Craig Atkinson, National American University  
Debra Atkinson, Deputy Clerk  
Eugene Atkinson, Community Member  
Holly Chandler, Reading Instructor  
Nicole Dick, Math Instructor  
Mark Douglass, Community Member  
Toni Douglass, Community Member  
Rodney Dozier, GCCC Chief of Police  
Elenor Everett, Community Member  
Liz Everett, GCCC Student  
Kim Francis, GCCC Assistant Cross Country/Track and Field Coach  
Amber Friend, *Garden City Telegram*  
Randy Grisell, Attorney for Garden City Community College  
Phil Hoke, Drama Instructor, Faculty Senate President  
Clara Jackson, SGA President  
David Larson, GCCC Computer Technician  
Jimmy Lee Joseph, Head Cross Country/Track and Field Coach  
Andrew Knoll, GCCC Network Manager  
Aaron Kucharik, Community Member  
Colin Lamb, Dean of Student Services/Interim Athletic Director  
Winsom Lamb, Social Science Instructor  
Robert Lewis, Attorney  
Craig Lurtz, Transportation Coordinator  
Jacquelyn Messinger, Vice President of Institutional Effectiveness and Accountability.  
LaRae Munk, Community Member  
Deb Nicholson, GCCC Interim Chief Financial Officer  
Chuck Pfeifer, Dean of Workforce Technology  
Derek Ramos, Dean of Physical Planning & Facilities Management:  
Ashley Salazar, Director of Public Relations  
Lauren Rockhold, Coordinator-Student Activities/SGA Advisor  
Ryan Ruda, Interim President/Vice President for Instruction/Student Services  
David Rupp, Community Member  
Phil Terpstra, Dean of Academics  
Cricket Turley, Human Resources Assistant

**CALL TO ORDER:**

In Chair Martinez's absence, Vice Chair, Terri Worf called the regular board meeting to order at 6:00 p.m.

**COMMENTS FROM THE VICE CHAIR:**

Vice Chair Worf drew Trustees attention to the Shoot for Scholarships flyer that was at each place, and encouraged everyone to support this event.

Vice Chair Worf explained that the Endowment Association's annual phonathon was currently being held in the Endowment Room and for that reason the GCCC Board of Trustee meeting was being held in the Kinney Room

**INTRODUCTION OF NEW EMPLOYEES:**

Colin Lamb, Dean of Student Services/Interim Athletic Director, introduced new employees Kimberly Francis, Assistant Cross Country/Track and Field Coach, and Jesse Cagle, Administrative Assistant to the Vice President for Instruction/Student Services. Phil Terpstra, Dean of Academics, introduced new employee Traci Thummel, Academic Building Secretary.

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

**OPEN COMMENTS FROM THE PUBLIC:**

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

**PRESIDENTIAL SEARCH:**

Trustee Douglass, Trustee Hitz and Trustee Crist proposed a presidential job description, based on the college's last search in 2010. Trustee Douglass noted that the job description was broad, calling for skills such as leadership, financial management and growing partnerships and communication. Candidates must have at least 10 years of experience and a doctoral degree. Trustee Hitz encouraged members to have a "cooling off time" of at least 6 months before any search began. Timeline and community input were discussed. Trustee Douglass noted that the actual process is a slow one, Trustee Wasinger suggested that decisions are made on a preliminary logistical procedures and progresses quickly, so that the board could move forward quickly when the time came.

**Motion:**

*Wasinger moved, seconded by Crist to approve the presidential job description as presented for the purpose of conducting a national presidential search.*

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

*Nays:*

*Motion carried: 5-0*

The Board charged Interim President Ruda with gathering estimates and complete research on the cost of hiring an outside firm for an all-inclusive proposal to conduct the presidential search for the college. In addition, Interim President Ruda will gather an estimate on the cost for the college to conduct the search independently.

**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 Ruda recognized Ashley Salazar as the Director of Public Relations and welcomed her to the GCCC team.

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

**Meat Judging Beef Empire Contest:**

Interim President Ruda shared that the Meats Team showed great talent at the 2018 Beef Empire Contest here in Garden City on September 22 and 23. The Team earned the Reserve Champions title, and had the 8<sup>th</sup> highest overall team score in GCCC History!

GCCC Won Champion Team in:

- Lamb Judging
- Beef Judging
- Placings
- Total Beef

GCCC Won 2<sup>nd</sup> in:

- Beef Grading
- Pork Judging
- Questions (although we tied for 1<sup>st</sup>)

GCCC Meats Team did a tremendous job representing GCCC.

### **Football Undefeated and Family Weekend:**

Interim President Ruda extended his congratulations to Coach Sims and the Broncbuster football team. Buster Football has had a tremendous run so far this season. The team moved to #2 in the Nation after a great win this month—and arguably one of the most exciting games for GCCC in some time—against Iowa Western. The team is now sitting undefeated at 6-0, after Saturday’s Homecoming win against Iowa Central.

Football also hosted parents and families for Family Weekend the last weekend in September. Parents and family members were welcomed to various activities before the game, including breakfast with Coach Sims on game day.

### **Cross Country Color Run:**

Interim President Ruda noted that Saturday, September 22, Head Track and Cross Country Coach, Jimmy Joseph and his team hosted a community wide Color Run. The group met at the Beth Tedrow Student Center and ran a 5K with lots of color. Coach Joseph and the athletic department are preparing for GCCC, Buffalo Dunes, and Garden City to host the 2018 NJCAA National Cross Country Championships November 10.

### **9/11 Memorial Ceremony:**

“A Day of Remembrance”, a 9/11 memorial ceremony for the victims of the terror attacks that occurred in 2001, was hosted by Interim President, Ryan Ruda on September 11, 2018. GCCC is proud to continue this tradition each year. Interim Ruda stated that we will never forget the events of that day and that GCCC will continue to honor those who currently serve and those that gave their lives to help others.

### **Seaboard Foods:**

Interim President Ruda proudly announced that GCCC has begun to establish an exciting relationship (coordinated by Dean of Workforce Technology, Chuck Pfeifer) with Seaboard Foods. Recruiters from Seaboard Foods, and other large food companies are looking for not only food workers, but individuals to work in Information Technology, Nursing, Industrial Maintenance, and Engineering. Representatives of Seaboard were at GCCC on September 27 and have plans to return on a regular basis.

### **Student Support Services (SSS):**

Interim President Ruda shared that SSS hosted a parent workshop on Friday, September 22 that was very well attended. The workshop provided an opportunity for many families to learn about financial aid among other college-life topics. The families enjoyed watching and listening to the GCCC Marching Band perform.

### **Collaboration Day:**

LPN, RN, and Paramedic students came together for two days of scenario-based practice and collaboration between the programs. Day two included multiple geriatric scenarios. Students, faculty, and staff worked together to teach and learn in a fun way. This was the 2<sup>nd</sup> annual Collaboration Day on the campus.

### **Constitution Day:**

Each year, as required by the Department of Education, GCCC holds a Constitution Day celebration. This year in partnership with National American University, Garden City Community College Student Government Association hosted a voter registration booth and a cookie decorating booth in recognition of Constitution Day. Community members and student volunteers from the criminal justice program helped to run the booths.

### **Homecoming Week:**

Interim President Ruda reported that numerous pre-homecoming events took place on campus this month. Student Government Association did an outstanding job in planning special daily activities including a scavenger hunt, Super Mario on the Wii, a banana split bar, and a huge pep rally/bonfire. Culmination of the events took place on Saturday, October 6, at the Broncbuster football game with the crowning of Remi Emeriu and Alondra Hermosillo as homecoming King and Queen. Assisting in the ceremony as crown bearers were Jude Cundiff, son of GCCC faculty member Cody Cundiff and Zoe Wenzel, daughter of GCCC staff/faculty members Kurt and Leslie Wenzel. Interim President Ruda expressed his appreciation to Lauren Rockhold, Coordinator-Student Activities/SGA Advisor, and SGA students for an excellent job in planning the event.

### **BUSTERSfirst:**

Interim President Ruda was excited to share that Garden City Community College has launched an aggressive Public Relations campaign recently, called #BUSTERSfirst. The campaign is aimed at highlighting the valuable, dedicated and student focused employees at GCCC. In addition, the campaign will improve the communication from campus to community, ensuring that community members think of GCCC as their college. Interim President Ruda pledged to run GCCC with Bold Innovation, Unwavering Integrity, Service and Collegiality, Trust, Transparency, Accountability, Empowered Creativity, Responsible Leadership and maintain a Student centered focus.

### **Facebook Live:**

On September 26 Interim President, Ryan Ruda, hosted his first Facebook Live session. Questions were submitted in advance and in real time for Interim President Ruda to address. The forty-five-minute live session received very positive feedback and plans are currently underway to host additional live sessions with Interim President Ruda. The desire is to foster and remain transparent and open with the community about what is happening and plans at GCCC.

### **Endowment Scholarship Celebration and Phonathon:**

The Endowment Association Celebrated with donors and students at the annual scholarship celebration on September 20. Jason and Jennifer Dougherty were presented with the Outstanding Service Award from the Endowment Association Executive Director, Jeremy Gigot.

The Annual Phonathon wrapped up week one on Thursday, October 4 with a total of \$38,467 in pledges. The Department of Public Safety, Phi Theta Kappa, Nursing, Meats, Journalism, and Cosmetology groups have all spent an evening on the phones helping raise funds for scholarships. Interim President Ruda thanked all donors and volunteers for a great first week. The Phonathon continues through October 11.

Interim President Ruda directed Trustees attention to page 50 of the electronic board packet (Resolution 2746-2018 Rural Housing Incentive District), not as an action item, just as an informational item.

In addition, Interim President Ruda, brought Trustees attention to page 58. As requested at the September 11 Board of Trustee meeting, Garden City Community College Performance Report AY 2017 which was submitted to the Kansas Board of Regent is attached for Trustees examination.

Vice Chair Worf thanked Interim Ruda for his report.

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

Clara Jackson, SGA President reported the following:

- Jackson reported that Student Government Association members also enjoyed the homecoming activities, football game and various weekly activities.

- SGA is planning for the Red Flag campaign event, which addresses sexual assault, dating violence, and stalking on college campuses. This campaign will begin October 15, and on October 17 SGA will have a booth in the quad to distribute information.
- Jackson reported that work continues on the “Bike Depot” project. SGA is working closely with GCCC maintenance department to find a base for the bike rack that will provide stability.
- Every second Wednesday, SGA will have Pizza with the President, beginning on Wednesday, October 10, 2018.
- SGA has received approval to attend a leadership conference in Chicago November 7-11.
- In Partnership with Live Well, SGA will host “Send Silence Packing” event on May 6. This event was brought to our attention by Finney County LiveWell. Send Silence Packing event includes personal stories from individuals who have lost a loved one to suicide. The stories are a powerful way to raise awareness. The donation of stories and backpacks (numerous backpacks will be displayed in a designated area, representing a lost loved one) also become a meaningful outlet for the grief of survivors. “Send Silence Packing is a powerful event that provides a strong visual reminder of the impact that suicide has on all of us through stories and examples.

Vice Chair Worf thanked Jackson for her report.

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

Phil Hoke, Drama Instructor/Faculty Senate President, began his report by drawing Trustees attention to a hand out that was distributed earlier, that lists the upcoming holiday events that will be held on GCCC campus. Hoke went on to share that faculty is focused on working with students, and a successful re-accreditation. Hoke expressed his appreciation to Jacquelyn Messinger, Dean of Institutional Effectiveness, Research, and Planning, for the upcoming HLC training and to Interim President Ruda for the continued effort in transparency and communication.

Faculty Senate has had two meetings since the last report. Hoke announced that meetings would be held the first and third Friday of each month usually beginning at 8:15 a.m. Everyone is welcome to attend. Hoke also shared that meetings would begin with different departments giving a report of their programs and activities. Stacy Michelle, EMST Instructor, was the first program overview given. GC3 Educators are developing a faculty handbook and initial MOU discussions have taken place. Hoke also indicated that Amy Poteet and Jeanie Ferguson had received professional development approval for the Adobe Acrobat training. Renee’ Harbin has received professional development approval to attend League of Innovation conference in New York. The next Learning Community has been scheduled for October 19. Stacey Michelle, EMST Instructor, will give a presentation on using a light board in the class room.

Vice Chair Worf thanked Hoke for his report.

### **CONSENT AGENDA:**

Vice Chair Worf asked if Trustees wished to remove any items from the consent agenda. Item D-1 Wireless Access Points and Cameras was removed for separate discussion and vote.

Vice Chair Worf then asked for a motion approving consent agenda items II A, B, C, E.

### **Motion:**

*Douglass moved, seconded by Wasinger to approve consent agenda items, II A, B, C, E as presented.*

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

*Nays:*

*Motion carried: 5-0*

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (September 11, 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.)

**(E) APPROVED REVISION OF APPOINTMENTS**, as presented  
(Supporting documents filed with official minutes.)

**PULLED CONSENT AGENDA ITEM: D-1 WIRELESS ACCESS POINTS AND CAMERAS:**

Interim President Ryan Ruda, reported that our current wireless infrastructure has not received an update since 2009. GCCC's present wireless controller is obsolete and no longer supported by the manufacturer. It cannot be repaired when it fails. Failure would mean all wireless internet access would be down indefinitely.

The current Enterasys C4110 hardware wireless controller will be completely "end of support" on 12/31/2018. This means Extreme Networks will no longer be able to provide support with software or hardware on the device if any issues were to arise after that date. In anticipation of this, we purchased and implemented a new Extreme Networks V2110 virtual wireless controller in May of 2017.

Our current access points will also no longer be supported after March 2020. The new V2110 virtual wireless controller requires new access points with a minimum version of 10.0. The old access points cannot be used on the new wireless controller. The proposal is to purchase and implement 85 Cameras with access points, these will go at the doors of every building for surveillance and 80 Regular access points to improve campus wireless connection. Administration has been discussing the update since spring. This is one step that would help to improve our current infrastructure. After appropriate discussion the following motion was made.

**Motion:**

*Douglass moved, seconded by Wasinger to approve consent agenda item D-1 Wireless Access Points and Cameras as presented.*

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

*Nays:*

*Motion carried: 5-0*

**APPROVED PURCHASES OVER \$50,000**, as presented

D-1 Wireless Access and Cameras

Vendor: Network Computer Solutions

Amount: General Fund: \$60,916.51

Residential Life Auxiliary: \$29,377.04

(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 Preparedness

Trustees agreed to accept the monitoring report as presented.

**REVIEW OF MONITORING REPORTS:**

- Annual, Ends, Workforce Development
- Bi-Annual, Executive Limitations, Essential Skills

**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

Policy Governance Officer, Dr. Marilyn Douglass asked Trustees to turn to page 9 in their Policy Governance Handbook.

At the September 11, 2018 Board of Trustee meeting the following statement was added to General Executive Constraints, #4 Compensation and benefits for staff shall not deviate significantly from market, as item “a”.

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

Clarification is needed to determine which employee contracts are intended for review. This item requires more explanation. Randy Grisell, Attorney for Garden City Community College, will develop appropriate language that clarifies which contracts are intended for review by legal counsel and approved by the board.

Trustee Worf, distributed a draft proposal to members that called for the GCCC president to “maintain a policy to prevent sexual misconduct by administrators, faculty, staff, volunteers and/or students in any capacity affiliated with GCCC. Annual training for all individuals listed will be mandatory.”

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

Trustee Martinez was unavailable to give a report.

**REPORT FROM KANSAS ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES**

Trustee Crist reported the following:

- Trustee Crist indicated that he had attended the recent quarterly meetings held at Highland Community College.
- Approximately 28% of Highland’s enrollment is on-line. There is an increase in online and concurrent class enrollment.
- Discussion on how to engage legislators, and freezing property tax was discussed.
- Precision Agriculture has become a big tech program.
- Discussion on Fraud, IT must be diligent in house to prevent fraud.
- Demographics are changing.
- Concerns regarding number of Kansas athletes playing at Kansas colleges. Perhaps best to address this issue before the legislature tells colleges what to do and how many Kansas athletes will be required on roster.

**REPORT ON HIGHER LEARNING COMMISSION:**

Jacquelyn Messinger, Vice President for Institutional Effectiveness / Planning and Research, distributed copies of the 2019 and Beyond Strategic Plan to Trustees, which Trustees had received earlier in the year. Messinger highlighted the four Pillars of Progress, Student Success, Institutional Partnerships, Fiscal Solvency, and Sustainable Infrastructure. Messinger noted that these four pillars must remain for an institution to remain successful. Messinger went on to review Mission, Vision, and Buster Values. Messinger stated that the plan is “the driving force of the institution”. The plan lays out goals and strategies for long-term planning for student success, institutional partnerships, fiscal solvency and sustainable infrastructure.

**OWNERSHIP LINKAGE:**

Trustee Wasinger reminded attendees about the availability of fresh meat through Buster Red Meats at GCCC. Buster Red Meats will also have a meat case at Klaus Wood Pellets downtown providing the community an additional opportunity to purchase GCCC Buster Red Meats.

Trustees discussed getting a GCCC email address that would allow direct communication between the community and Trustees. Several concerns were discussed including the inability to guarantee confidentiality of email that is forwarded to the private email accounts of Trustees. The Board asked Interim President Ruda to provide potential solutions at the November 11 Board of Trustee Meeting.

**Clery Report:**

Trustees had the annual security report and Crime Statistics brochure. These Crime Statistics were entered into the federal data base as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. In addition, the statistics have been posted on the GCCC website. Crime Statistics brochures have been printed and distributed to appropriate offices.

**CALENDAR DATES:**

Vice Chair Worf reviewed calendar dates with Trustees and reminded them that Higher Learning Commission will make their site visit November 5, 6, 7.

**EXECUTIVE SESSION:**

No Executive Session was held.

**ADJOURNMENT:**

**Motion:**

*Douglass moved, seconded by Wasinger to adjourn the October 9, 2018 Garden City Board of Trustee meeting.*

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

*Nays: None*

*Motion carried: 5-0*

Meeting adjourned at 8:00 p.m.

**UPCOMING CALENDAR EVENTS:**

November 15	Exploration/Discovery Day
November 19-23	Thanksgiving Break, No Classes, Offices Closed
November 28	Jazz Ensemble, 7:30 p.m., Pauline Joyce Fine Arts Auditorium
November 30	Concert Band, 7:30 p.m., Pauline Joyce Fine Arts Auditorium
December 2	Choral Vespers, 3:00 p.m., Pauline Joyce Fine Arts Auditorium
December 7	Mercer Gallery Reception Annual Student Art Exhibit, 3:00 p.m., Mercer Gallery
December 9	Polar Express Parade Downtown Garden City, 6:00 p.m.
December 17-January 2	Christmas Break, No Classes, Offices Closed
January 2	Campus Re-Opens
January 3	Faculty Report Back
January 8	GCCC Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center
January 9, 2019	Spring 2019 Classes Begin

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Debra J. Atkinson  
Deputy Clerk

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Ryan Ruda  
Interim President

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Steve Martinez  
Chair of the Board