

**GARDEN CITY
COMMUNITY COLLEGE
June 14, 2022**

Trustees Present: Leonard Hitz, Dr. Marilyn Douglass, Beth Tedrow, Shanda Smith, David Rupp, Bob Larson

Others Present: Dr. Ryan Ruda, President
Karla Armstrong, Vice President
Colin Lamb, Vice President
Marc Malone, Vice President
David Larsen, Software Specialist
Madilyn Limberg, Assistant Director of Marketing and PR
Meghan Flynn, Reporter Garden City Telegram
Jodie Tewell, Executive Assistant to the President
Matt Stockemer, Web and Systems Administrator
Robert Scrivner, Campus Police Officer
Brad Allen, Ellucian Representative

CALL TO ORDER:

Chair Douglass called the board meeting to order at 6:00 pm.

COMMENTS FROM THE CHAIR:

- Our GCCC Meat Judging Team was selected as this year's Parade Marshall, and they led the parade this past Saturday
 - Additionally, they are celebrating the 35th year of the program
- Dr. Clint Alexander, the head coach of the meat judging team, was also selected to evaluate the beef carcasses for the Beef Empire Days carcass show. Congrats to the team and Dr. Alexander for representing GCCC well in the community

- Congratulate two employees for being awarded the annual NISOD Excellence in Teaching and Leadership Award
- This award celebrates faculty and staff who demonstrate excellence in professionalism, commitment to learning, and relationship with students & colleagues and is based on nominations from colleagues
 - Johana Gonzalez, Student Support Services Advisor
 - Shelli Lalicker, Science Instructor
- Congratulations, Leonard Hitz, on a great Cowboy Poetry Event.

B. Report for SGA

No Report

C. New Employees

No New Employee Introductions for June

III: Consent Agenda

The consent has been amended to include Items H, I, and J.

Motion to approve the amended agenda as presented.

Motion: Beth Tedrow

Second: David Rupp

Ayes: Hitz, Smith, Tedrow, Douglass, Rupp, Larson

Nays: None

Motion Carried: 6-0

Trustees pulled items D, E, F, G, and J for further discussion.

Move to accept A, B, C, H, and I for approval.

Motion: Beth Tedrow

Second: David Rupp

Ayes: Hitz, Smith, Tedrow, Douglass, Larson, Rupp

Nays: None

Motion Carries: 6 – 0

(A) Approval of minutes of previous meetings

(Supporting documents filed with official minutes)

(B) Approval of personnel actions-Human Resources

(Supporting documents filed with official minutes)

(C) Approval of Financial information

(Supporting documents filed with official minutes)

(D) Athletic Insurance Renewal

David Rupp questioned page 56 of groups that are not listed, i.e., Women's cheerleaders and rodeo. If groups are not listed regarding off -season activities, would they be covered? They are listed in the insurance when their classified activity season is listed. Their off-seasons are included within the coverage. Cheerleaders should be fall and spring. Page 56 is the current coverage. Page 59 is the new amended coverage, and still, states fall. The premium on our regular insurance did not change. Catastrophic insurance did change. Karla will double-check the coverage.

Trustees requested that this item be tabled until the paperwork can be updated. Coverage expires by the end of the month. Will table until June 29, 2022.

(E) Capital Outlay Resolution

Dr. Ruda explained that the information before the board is by statute that every five years, a resolution must be passed by a governing board for the state of Kansas to extend the mill levy that can be applied to capital outlay. By state statute, we can only levy up to two mils for capital outlay. Currently, we were at one per previous resolutions five years ago. We recommend maintaining the one mill levy, but this Resolution is asking that the threshold be set at 1.5 mils for upcoming budget planning. We plan to hold the line at one mil but will allow for unforeseen issues by increasing to 1.5 since we cannot change for another five years.

Shanda read the Resolution

Motion to approve Resolution 2022-5.

RESOLUTION NO. 2022 - 5

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE, FINNEY COUNTY, KANSAS, DECLARING ITS INTENTION TO MAKE AN ANNUAL TAX LEVY FOR A CAPITAL OUTLAY FUND.

WHEREAS, the Board of Trustees (the "Trustees") of the Garden City Community College, Finney County, Kansas (the "Community College"), is authorized by KSA 71-501 to make an annual tax levy of not to exceed Two mills, for a period of not to exceed five years, upon all taxable tangible property within the Community College District for the purpose of construction, reconstruction, repair, remodeling, additions to, furnishing and equipping of community college buildings, architectural expenses incidental thereto, and the acquisition of real property for use as building sites or for educational programs; and

WHEREAS, the Trustees of the Community College have heretofore in 1972, adopted a Resolution Creating a Special Building Fund from an annual tax levy; and thereafter in 1977, 1982, 1987, 1992, 1997, 2002, 2007, 2012 and 2017 adopted Resolutions continuing such annual tax levy in accordance with KSA 71-501(c); and

WHEREAS, the Trustees of the Community College have certified to the County Clerk the last annual tax levy authorized under the current Capital Outlay authorization; and

WHEREAS, as provided by K. S. A. 71-501(c), the Trustees hereby declare it to be necessary and advisable and in the best interests of the Community College, to renew its authority to make a like annual tax levy in the amount, upon the conditions, and in the manner as hereinafter specified;

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NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE:

SECTION 1. That the Trustees of the Community College be authorized to make an annual tax levy for a period not to exceed five years in an amount not to exceed One and a half mill upon all taxable tangible property within the Community College District; that the proceeds from such annual Capital Outlay tax levy shall be collected and paid into the Community College's Capital Outlay Fund, and shall be used for the construction, reconstruction, repair, remodeling, additions to, furnishing and equipping of community college buildings, architectural expenses incidental thereto, and the acquisition of real property for use as building sites or for educational programs.

SECTION 2. That this Resolution shall be published once each week for 3 consecutive weeks in *The Garden City Telegram*, a newspaper of general circulation in the Community College District as required by KSA 79-501; and that said annual tax levy shall be made as aforesaid unless a sufficient petition in opposition, signed by not less than 5% of the qualified electors of the Community College District, is filed with the County Election Officer of Finney County, Kansas, within 60 days following the last publication of this Resolution.

SECTION 3. That in the event a sufficient petition in opposition is filed, the Trustees shall cause the question of such additional annual tax levy to be submitted to the voters of the Community College District at an election called for that purpose as provided by law; provided, however, that if no sufficient petition in opposition is so filed, then immediately upon expiration of said 60 day period, the Clerk of the Board of Trustees shall certify a copy of this Resolution to the County Clerk of Finney County, Kansas, and to the County Clerk of each and every county in which any part of the Community College District shall then lie.

ADOPTED by the Board of Trustees of the Garden City Community College, Finney County, Kansas, on June 14, 2022.

Motion: Shanda Smith

Second: Leonard Hitz

Ayes: Hitz, Smith, Tedrow, Douglass, Rupp, Larson

Nays: None

Motion Carried: 6 – 0

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(F) SAAS Approval

Dr. Ruda provided a high-level overview of the item. Brad Palmer, an Ellucian representative, also presented to the board. This contract will allow IT to move servers that are maintained individually by our on-campus IT staff.

When updates are needed, it is all manually completed. Most of our servers are nearing the end of life. We have been looking at moving to cloud hosting services. We are recommending approval of SAAS – Software As A Service. Brad Palmer, Ellucian, spoke to the board about the benefits on a technical scale. Ellucian has over 500 institutions in the cloud. It is risk mitigation and disaster recovery. The board reviewed the investment summary on page 86 in the packet.

Shanda Smith asked for clarification on what the board is approving. It would be better to include the 5-year contract.

Motion to approve the 5-year Agreement with Ellucian to migrate GCCC to a SaaS environment utilizing the allocated grant dollars secured and general fund dollars for professional services and software. Total cost will be \$2,752,460.00.

Motion: Shanda Smith

Second: Bob Larson

Ayes: Hitz, Smith, Tedrow, Douglass, Rupp, Larson

Nays: All

Motion Carried: 6-0

(G) KPERS 457 Resolution

Dr. Ruda explained the Agreement within the state retirement system.

There is the traditional KPERS retirement package which is an employer

match program and then what is being presented, which is the KPERS 457 plan which is only available to municipalities. This is an additional plan that can be offered to employees. This is not a match contribution program but is employee based.

Motion to approve resolution 2022-6.

RESOLUTION # 2022-6

A RESOLUTION AUTHORIZING A DEFERRED COMPENSATION PLAN FOR THE EMPLOYEES OF GARDEN CITY COMMUNITY COLLEGE, KANSAS.

WHEREAS, to enable Garden City Community College, Kansas to attract and to retain in its employment, persons of competence and to provide a means for supplementing the retirement benefits of Garden City Community College employees; and

WHEREAS, the Kansas Public Employees Retirement System has entered into a group contract in conjunction with the Kansas Public Employees Deferred Compensation Plan for the provision of recordkeeping, communication, education, and investment management services; and

WHEREAS, it is the desire of Garden City Community College to become a joint contract owner with the State of Kansas of the group contract; and

WHEREAS, it is the desire of Garden City Community College to encourage and support efforts of its employees to voluntarily participate in a tax-deferred compensation plan;

NOW, THEREFORE, BE IT RESOLVED BY GARDEN CITY COMMUNITY COLLEGE

1. Garden City Community College elects to adopt the Kansas Public Employees Deferred Compensation Plan as its own plan, as authorized by KSA 74-49b14.
2. Garden City Community College authorizes and approves execution of a Plan Joinder Agreement to implement a deferred compensation plan.
3. Further, **CFO/HR Director/ Payroll Coordinator** is authorized to execute all necessary documents.

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Motion: Shanda Smith

Second: Beth Tedrow

Ayes: Hitz, Smith, Tedrow, Douglass, Rupp, Larson

Nays: None

Motion Carried: 6-0

(H) Cybersecurity Program Approval

(Supporting documents filed with official minutes)

(I) Medical Assistant Program Approval

(Supporting documents filed with official minutes)

(J) Work Comp Resolution

This Resolution allows for consideration for GCCC to be included in a Kansas municipal pool. This will give us the ability to bring back competitive pricing through the state of Kansas. The Resolution must be approved in order for Garden City Community College to be considered an approved municipality under the Kansas Municipal pool.

Motion to approve resolution 2022-7

RESOLUTION NO. 2022-7

Garden City Community College, STATE OF KANSAS

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WHEREAS, the Governing Body of Garden City Community College, has authority under the Kansas Municipal Group-Funded Pool Act, KSA 12-2616, et seq., as amended, and the Interlocal Cooperation Act, KSA 12-2901, et seq., as amended, to participate in and form a group- funded pool for workers compensation coverage; and

WHEREAS, the Board of Trustees has reviewed an agreement to cooperate with other municipalities to form such group-funded pool entitled By-Laws and Inter-local Cooperation Agreement for the Kansas Municipal Insurance Trust (KMIT), a copy of which is attached hereto and incorporated by reference in this Resolution.

NOW THEREFORE, BE IT RESOLVED BY THE ABOVE Board of Trustees **OF THE STATED MUNICIPALITY THAT:**

1. The By-Laws and Inter-local Cooperation Agreement for the Kansas Municipal Insurance Trust, a copy of which is attached hereto and incorporated by reference into this Resolution, is hereby approved.

2. The Chairperson is hereby authorized and directed to sign the Agreement on behalf of the municipality.

3. Neither this Resolution or the Agreement is intended to, nor does it provide for coverage in excess of the limitation on liability within the Workers Compensation Act, KSA 44- 501 et seq., or amendments thereto.

4. The municipality understands and further by execution of this Resolution and the Agreement agrees that it will comply with the requirements of the Workers Compensation Act and amendments thereto and further understands that in accordance with the BY-LAWS AND INTER-LOCAL COOPERATION AGREEMENT THAT THE INDIVIDUAL MEMBERS OF THE COOPERATION MAY BE SUBJECT TO ASSESSMENT OF ADDITIONAL CONTRIBUTIONS UNDER THE CIRCUMSTANCES DESCRIBED IN THE AGREEMENT.

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5. One copy of the signed Agreement shall be mailed to the Pool Administrator of the Kansas Municipal Insurance Trust along with a copy of this Resolution, one copy of the signed Agreement shall be filed with the County Register of Deeds, and one copy of the signed Agreement shall be filed with the Secretary of State of the State of Kansas.

Motion: Shanda Smith

Second: David Rupp

Ayes: Hitz, Smith, Tedrow, Douglass, Rupp, Larson

Nays: None

Motion carried: 6-0

III. Other Action

D. Designated Agent for KPERS

Alexis Saenz is the Payroll Coordinator as of June 1, 2022. Pam Harms will be transitioning out at the end of June.

Move to designate Alexis Saenz as the Designated Agent for KPERS.

Motion: Beth Tedrow

Second: Bob Larson

Ayes: Hitz, Smith, Tedrow, Douglass, Rupp, Larson

Nays: None

Motion Carried: 6-0

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IV. CONFIRMATION OF MONITORING REPORTS:

A. Monitoring Reports and END

A-1 Academic Advancement

Students desiring academic advancement will be prepared for successful transfer to other colleges and universities. Beth Tedrow stated that she sees that the college is addressing this. FHSU is on campus, and we are 5th from the top in transferring credits. There was a discussion regarding the difference in the credit hours between institutions.

A-2 Asset Protection #5

Assets shall not be unprotected, inadequately maintained, or unnecessarily risked. Number 5 was updated last month and needed to read exactly as the motion states. Jodie Tewell will update this on the policy page. Number 7 - remove "acquire or" from the statement.

A-3 Compensation and Benefits

With respect to employment, compensation, and benefits to employees, consultants, contract workers, and volunteers, the president shall not cause or allow fiscal integrity or public image to be jeopardized. No comments.

Accept monitoring reports as presented with the exception of A-2 #7, which the board will review at next month's meeting.

B. Review Monitoring Report

Treatment of People

With respect to the treatment of students, employees, volunteers, and the community, dealings shall not be inhumane, unfair, or undignified. Add #5 and #6 to February or March calendar.

V. OTHER

A. Open comments from the public

No public comments

B. President's Report

Successful Nursing Accreditation, Track Nationals, Spring Honor Rolls – send out postcards to students with bookstore discount, enrollment updates, hosted Bike Across Kansas, KC Royals media guide – alumni Dayton Moore thought it was worthwhile to support him and advertising venue, need for a special board meeting for property and athletic insurance since we already have board meeting schedule on the 29th at 8:30 for those three items. (Supporting documents filed with official minutes)

C. Incidental Information

Merilyn brought up the idea of signing cards to say thank you to students and staff. Rupp suggested an ad. Shanda thought a FB post might get more readers.

D. Report from FCEDC

No Report

E. Report from KACCT

Beth met in Colby, KS, for last month's meeting. Beth provided three handouts and brought the board's attention to the KACCT June Quarterly Meeting Recap #8. The next meeting in Fort Scott is Aug 26-27. (Supporting documents filed with official minutes)

F. Report from Faculty Senate

No Report

G. Accreditation Update

No PowerPoint tonight. Confirming the mock visit on July 18 with our two external mock reviewers. Prior to that, the trustees will receive a printed copy of the draft for your perusal. The goal is to be completed on June 22.

VI. OWNERSHIP LINKAGE

Bob went to the drafting and welding meetings. They have done a tremendous job and are on track with enrollment. They had a welding competition in which 46 students attended for the district. The annual GCCC competition had 36 students from 12 different HS attending. Recruitment has gone well.

Beth attended the computer science meeting in May. USD 457 was also in attendance. The KU med center hired a recent graduate.

Upcoming Calendar Dates:

28-Jun	Board Retreat President's - Conference Room SCSC 5:30 pm
29-Jun	Board Retreat – President's Conference Room SCSC 9:00 am
4-Jul	Independence Day – Campus Closed
18-Jul	Mock HLC visit; Endowment Room TBA
19-Jul	July Board Meeting - Endowment Room 6:00 pm
8-Aug	Inservice - Fine Arts Auditorium 8:00 am

Douglass discussed the results of last month's board self-assessment.

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VIII. Adjournment

The meeting adjourned at 8:10 pm.

Jodie Tewell
Deputy Clerk

Dr. Ryan Ruda
President

Dr. Merylyn Douglass
Chairman of the Board

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