

MEETING OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE

December 14, 2011

Trustees Present: William S. Clifford, Jeff Crist, Ron Schwartz, Steve Sterling, Terri Worf

Trustee Absent: Marilyn Douglass

Others Present: Debra Atkinson, Deputy Clerk
Kevin Brungardt, Dean of Academics
Dr. Lenora Cook, Dean of Technical Education
Melissa Fisher, Student Government Secretary
Rachel Gray, *Garden City Telegram*
Brittany Garcia, Vice President of Student Government Association
Daniel Gutierrez, Student Government President
Estela Gutierrez, Visitor
Ivan Guterrez, Visitor
Jesus Guterrez, Visitor
Valerie Guterrez, Visitor
Alyssa Heitschmidt, Visitor
Micah Kasriel, Coordinator of Student Activities
Colin Lamb, Director of Counseling and Advising
Deanna Mann, Assistant to President for Grants and Accreditation
Cathy McKinley, Dean of Continuing Education and Community Services
Linda Morgan, Faculty Senate President/Criminal Justice Instructor
Steve Quakenbush, Director of Information Services and Publications
Leonard Rodenbur, Social Science Instructor
Jeff Southern, Director of Information Technology
Dr. Herbert Swender, President
Dee Wigner, Vice President, Operations and Finance

CALL TO ORDER:

Chair Worf called the meeting to order at 5:55 PM.

COMMENTS FROM THE CHAIR:

Chair Worf made the following comments:

- Congratulated GCCC Meats Team member Jacob Fish, Hillsboro, who earned the individual national championship in intercollegiate meat judging at the end of the 2011 season.
- Noted that GCCC Academic Excellence Challenge Team obtained first place honors in the 2011 Snow Bowl Tournament
- Extended congratulations Emily Miller of the GCCC Rodeo Team who was recently pictured on cover of Rodeo News, a periodical that circulates throughout the central U.S.
- Recognized Practical Nursing graduates who were honored in a pinning ceremony on December 3.

OPEN COMMENTS FROM PUBLIC:

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

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Daniel Gutierrez, President of Student Government Association, is transferring to Wichita State University in the

spring term and extended his thanks to GCCC Board of Trustees for his experiences while carrying out the office of SGA president. Gutierrez went on to say that GCCC had allowed him to grow as a leader. Gutierrez cited several experiences ranging from advancement of a tobacco free campus initiative to student government involvement in the college's presidential selection process, and noted his appreciation.

Gutierrez introduced Vice President Brittany Garcia, who will become president in the spring term. Garcia presented a plaque to Gutierrez from SGA and expressed great appreciation for his service.

Past Events:

- November 11, SGA conducted campus clean up.
- November 17, Tobacco Free Campus event from 11 a.m. to 2 p.m. in front of Saffell Library. Informational handouts were given to trustees.
- December 1, BowlMania at Hard Rock Lanes from 9:30 p. m. to midnight.
- December 2 from 4 to 9 p.m., bell ringing for Salvation Army at Walgreens. HALO will ring bells at Wal-Mart.
- December 6, SGA members hosted Cookies with Santa.

Student Government Association has adopted two children through The Court Appointed Special Advocates program. SGA served as Secret Santa for both a girl and a boy.

In January SGA will be making application for a grant to obtain additional funds to promote the Tobacco Free campus initiative.

Future goals:

- Continue work toward a Tobacco Free Campus
- Set monthly meetings with GCCC President to keep him informed of progress on Tobacco Free campus campaign.
- Revise SGA policies
- Improve student involvement in SGA events and encourage participation in student groups.

Trustees expressed their appreciation for the report.

REPORT FROM FACULTY SENATE:

Linda Morgan, Department of Public Safety Instructor/Director and Faculty Senate President, reminded trustees that Faculty Senate information in addition to program achievement report was part of the electronic board packet. (Supporting documents filed with official minutes.)

Program Report:

Social Science Department

Leonard Rodenbur

Social Science Instructor

The Social Science Department provides core curriculum general education classes for GCCC's academic degree programs. Rodenbur shared developments, changes and activities of the Social Science department, which included a short demonstration activity demonstrating the application of social science to real world situations.

Rodenbur noted that the Social Science is conducting a program review, working on improving classroom technology functions, moving toward class schedule changes, participating in hybrid course instruction, working to recruit students and advising a large number of the individuals enrolled at the college.

He added that the Kansas National Education Association and Phi Theta Kappa chapters on campus are advised by social science instructors, and that faculty members provide community service to Big Brothers and Big Sisters of Finney and Kearny County, Lee Richardson Zoo, the Miles of Smiles program, campus cleanup efforts

and American Red Cross blood drives.

Board Members expressed appreciation to Rodenbur for his report.

CONSENT AGENDA

Chair Worf asked if Trustees wished to add or remove any items from the consent agenda for discussion; no one did. Trustees discussed the option to increase the property and liability insurance deductible and the risk factor of the per-occurrence deductible on coverage provided by EMC Insurance through Keller-Lepold Insurance of Garden City. Dee Wigner, Vice President, Finance and Operations, told trustees that GCCC has had a low incidence of claims in recent years.

Chair Worf then asked for a motion approving consent agenda items A-E

Motion:

Sterling, moved, seconded by Clifford, to approve consent agenda items A through E as presented

Motion carried 5-0

Approved actions follow:

- (A) APPROVED MINUTES** of previous meeting (November 16, 2011)
(Supporting documents filed with official minutes.)
- (B) APPROVED PERSONNEL ACTIONS/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 Hartsook Memorandum of Understanding
 - Vendor: Hartsook Companies of Kansas City, Missouri
Consulting services for Title V grant
 - Amount: \$25,000
 - D-2 Property and Liability Insurance Renewal
 - Vendor: Keller Leopold Insurance
 - Amount: \$124,766
- (E) APPROVED RESOLUTION 2011-3**
Update authorized signatures on the purchase card account.

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed General Executive Constraint #14. Trustee Clifford suggested incorporating a tobacco-free campus initiative championed by the student government, and asked if the campus crisis response team stages drills to sharpen skills and procedures. Kevin Brungardt, dean of academics, noted that the college responded effectively last December to a student crisis. In related discussion, the board talked briefly about the practice of allowing leeway of 10 percent for local bidders on GCCC purchases.

Chair Worf affirmed that the monitoring report had been read and provided a reasonable interpretation of the policy and evidence of compliance.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Trustees devoted time reviewing General Executive Constraints #9, #10. No changes were recommended.
(Supporting documents filed with official minutes.)

OWNERSHIP LINKAGE:

Trustees acknowledged receipt of letter of thanks from Kansas Agricultural Rural Leadership (KARL), thanking GCCC for transportation assistance.

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:

The Kansas Governor's Town Hall Meeting:

GCCC hosted the Governor's Town Hall meeting on Childhood Poverty Thursday, November 17 from 1:30-4:30 p.m. in the main gymnasium of the Dennis Perryman Athletic Complex, as part of a series of sessions across the state entitled "Rising to the Challenge: Reducing Childhood Poverty and Improving Childhood Outcomes in Kansas." The town hall meeting was attended by approximately 104 people.

Final Exams:

Fall semester final exams concluded today.

Bell Ringing:

Dozens of GCCC volunteers have been ringing bells for the Salvation Army this holiday season, including a large number of faculty and staff volunteers who served at Wal Mart on Dec. 2, along with members of the Student Government Association; representatives of the Criminal Justice, Fire Science and Paramedic Programs in the GCCC Department of Public Safety; and students in the campus chapter of the Hispanic American Leadership Organization.

Public musical performances:

President Swender drew attention to a series of public musical performances on GCCC campus and downtown Garden City.

Dec. 8	Band Concert
Dec. 10	Tuba Christmas downtown/Parade
Dec. 11	Vespers Concert
Dec. 13	Guitar Recital
Dec. 14	GCCC Art Faculty Exhibition in Mercer Gallery until January 11, 2012 Featuring work by Brian McCallum and Kyle Chaput

All Employee Luncheon:

All full-time employees have been invited to attend "Christmas in Italy" lunch tomorrow, December 15.

GCCC Athlete Signs with Oklahoma:

All American Defensive End, Chaz Nelson has committed and will sign Wednesday, December 21 with The University of Oklahoma!

Access and Opportunity Center:

Swender invited Trustees to join him in a facility tour of 724 Campus Drive, Access and Opportunity Center, across the street east of the main campus at the conclusion of the formal board of trustee meeting.

REPORT ON Kansas Association of Community College Trustees(KACCT)/Council of Presidents (COP) MEETING AT INDEPENDENCE COMMUNITY COLLEGE:

- Trustee Schwartz told board members that discussion at the December 5 meeting ranged from technical education funding and the status of Kansas area technical schools to the possible extension through 2015 of the state's 60 percent tax credit program for contributions to fund deferred maintenance at community colleges.
- KACCT may sponsor a box lunch for freshman legislators again this year.

- Schwartz told members that he asked all colleges to turn in Pell Grant information to Deanna Mann, Assistant to President for Grants and Accreditation, so that it can be sent to Dr. Frank Mensel to be compiled and studied.
- Swender added that Council of Presidents discussed similar topics.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Schwartz told board members that FCEDC had received seven applications for the vacant president’s position. FCEDC may extend the application deadline.
- Lana Duvall, interim president of FCEDC is doing an outstanding job.
- Groundbreaking for Transportation Partners and Logistics is set for Tuesday, December 20 at 10 a.m. at Wind River Grain.
- Tom Walker and Bob Temple have been approved by the county commission to serve additional three year terms on FCEDC board, with Bob Kreutzer finishing out the term of Brett Crofts.
- Rewrite of FCEDC bylaws should be complete after the first of the year.

Chair Worf drew trustee attention to the following calendar dates:

December 19 Christmas break begins.

January 2 Staff return and offices re-open

January 24 Scheduled date for joint board meeting with Broncbuster Athletic Association, GCCC Endowment Association and GCCC Board of Trustees

EXECUTIVE SESSION:

No executive session conducted.

Meeting adjourned at 7:30 p.m.

Board members will meet to tour the Access and Opportunity Center. No action will be taken.

UPCOMING CALENDAR EVENTS:

Dec. 19-Jan.2 Christmas Holiday – NO CLASSES – OFFICES CLOSED

Jan.2 Offices Open

Jan.9 Faculty Report – In-Service

Jan. 11 Classes Begin

Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 5:45p.m. Endowment Room

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

Terri Worf
Chair of the Board