

MEETING OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE

February 8, 2012

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

Others Present: Debra Atkinson, Deputy Clerk
Kevin Brungardt, Dean of Academics
Dr. Lenora Cook, Dean of Technical Education
Brittany Garcia, President of Student Government Association
Rachel Gray, *Garden City Telegram*
Cynthia Johnson, Allied Health Program Specialist, Title V
Micah Kasriel, Coordinator of Student Activities
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
Ryan Ruda, Dean of Student Services
Jeff Southern, Director of Information Technology
Dr. Herbert Swender, President
Dee Wigner, Vice President, Operations and Finance
Patsy Zeller, Director of Nursing and Allied Health

CALL TO ORDER:

Chair Worf called the meeting to order at 6:00 PM.

COMMENTS FROM THE CHAIR:

Chair Worf made the following comments:

- Noted that the Vocal Music department valentine concert is tomorrow, Thursday, February 9, 7:30 p.m. in the auditorium of Pauline Joyce Fine Arts Building.
- Encouraged all to attend the Archie Oliver Painting Exhibition that is currently open in Mercer Gallery. The collection will be on display through February 25.
- Reminded trustees about the February 16-19 dinner theatre presentation of “Almost Maine”, by the GCCC Drama department.
- Remarked that both women’s and men’s basketball is in full swing.
- Noted that April 13 has been chosen by the GCCC Endowment Association for the annual scholarship auction, entitled “Lucky 13.” Told trustees that admission wristbands and donation drawing car tickets were available for purchase.
- Remarked that Trustee Ron Schwartz will be in Washington, DC February 13-16 for the ACCT National Legislative Summit.
- Remarked that Phi Theta Kappa-All Kansas Academic Team awards luncheon is noon Thursday, February 16 at the Ramada Hotel, Topeka Kansas.

OPEN COMMENTS FROM PUBLIC:

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

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Brittany Garcia, President of Student Government Association, shared highlights:

Past Events:

- On January 16, celebrated Martin Luther King Jr. Day with campus and community. The guest speaker was Mahatma Gandhi's grandson, Arun Gandhi along with a poetry presentations by students and music by the Mount Zion Church of God in Christ choir
- January 19, SGA hosted movie night, showing "Contraband," with 159 students attending.
- January 26, approximately 150 students participated in Bowl Mania.

Future Events:

- February 16, Breakfast Bingo from 8-10 p.m. in the cafeteria. The theme is "Breakfast in Hawaii."
- "Glow Crazy" is the theme for the February 23 dance planned in the portico from 9 p.m. to midnight.
- Casino Night is Thursday, March 1, 8:30-11:30 p.m. in the BTSC. Theme for this event is "Mardi Gras." Volunteers are needed.
- March 8 "We Make You Laugh" will take place in the cafeteria.

SGA was awarded a grant from the Tobacco Free Campus Collation to promote the Tobacco Free campus initiative. Garcia told trustees that SGA would be reporting on results from acquisition of the grant, which is renewable on a yearly basis.

SGA is in the process of scheduling regular meetings with President Swender.

Trustee Clifford encouraged SGA to look at the impact that scheduled activities have in addition to routine reporting of what transpired.

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 was part of the electronic board packet. Morgan added that faculty breakfasts/lunches with Dr. Swender have been scheduled for February and March. In addition, work continues with faculty, the Teaching and Learning Center and Information Technology to expand technology usage and opportunities to continually improve teaching and learning in the classroom.

(Supporting documents filed with official minutes.)

Program Report:

Nursing and Allied Health Department

Patsy Zeller, Director of Nursing

Cynthia Johnson, Allied Health Program Specialist, Title V

Patsy Zeller, director of nursing, with assistance from Cynthia Johnson, allied health program specialist, title V, outlined advances made in the college's two-year registered nursing program, one-year practical nursing program, paramedic-to RN bridge program and allied health program. The allied health curriculum serves people who want to become certified nurse aides, certified medication aides, EKG technicians, phlebotomy technicians, pharmacy technicians, rehabilitative aides or home health aides, as well as individuals who want to work in medical terminology or respiratory therapy, or gain IV certification.

Zeller told trustees about efforts to recruit students, build an interactive website for potential students and work with young people at the high school and earlier levels on health care career goals. The program can simultaneously serve 20 practical nursing and 40 registered nursing students, along with 10 individuals each in the paramedic-to-RN program and an LPN-to-RN program. Zeller reported that the program is not currently at capacity.

Trustees inquired about the program enrollment and Zeller related that there were several factors contributing to the lower numbers. Nursing candidates are required to take an entrance test in order to be accepted into the program. If the minimum score is not reached, candidates are not allowed to enroll, but are encouraged and counseled to determine how to reapply and what avenues are available for reapplication.

Zeller expressed her appreciation to GCCC Information Technology and Graphic-Web Designer Tiffany Heit for extensive their assistance with the nursing web page as a great recruiting tool.

Board Members expressed appreciation to Zeller and Johnson for their report.

CONSENT AGENDA

Chair Worf asked if Trustees wished to add or remove any items from the consent agenda for discussion. Trustee Clifford requested that item "D" be removed for a separate vote.

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

Motion:

Clifford, moved, seconded by Douglass, to approve consent agenda items A, B, C, E as presented

Trustees inquired about what happens to old computer hardware. Dee Wigner, Vice President, Finance, Operations told trustees that various non-profit organizations were notified and if they wished, monitors were given to them. Hard drives are removed and destroyed.

Motion carried 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (January 11, 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.)

(E) APPROVED FEES FOR 2012-2013

E-1 Approved Microsoft Licensing

Vendor: Zones, Inc.

For: Third and final payment on three year licensing agreement

Amount: \$21,779.00

E-2 Approved Computer Hardware Purchase

Vendor: CDW-Government

For: 100 desktop and notebook computers and monitors

Amount: \$88,200

(Supporting documents filed with official minutes.)

PULLED CONSENT AGENDA ITEM E TUITION AND FEES:

President Herbert Swender shared with trustees that tuition and fees are determined in February so that promotional items can be updated for fall recruitment. Recommendations are based on analysis of data, such as rates of other Kansas community colleges, trends as well as actual and historical costs.

Proposed increased for FY 13:

In-state tuition increase \$5.00 to \$50 per credit hour

Out-of-state tuition increase \$5.00 to \$70.00 per credit hour

Establish new border state tuition (CO, NE, MO, OK, TX, NM) \$65.00.00 per credit hour

International student tuition increase from \$67.00 to \$90.00 per credit hour

Increase student fee \$1.00 to \$27.00 per credit hour

Increase room rates by \$200 per year. A new procedure will be implemented allowing a \$200 per year discount on room rate for resident students who are enrolled full-time on 20th day (certification day) and have all paperwork complete, including enrollment by July 1.

Maintain meal plan rates at \$2,400 per year for 19 meal plan and \$2,350 for 15 meal plan.

Motion:

Douglass moved, seconded by Sterling to accept the proposed increases for FY 13 as presented.

Motion passed 6-0

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed Personal Enrichment #1, #2.

Chair Worf encouraged Swender to convey his thoughts on the CEO interpretation portion of all monitoring reports.

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 Asset Protection, Annual #1-#7.

No changes were recommended.

OWNERSHIP LINKAGE:

Trustee Schwartz noted that he had recently visited with Mark Najera, former GCCC Student Government President. Najera is currently attending Washburn University and interning with State Senator Garette Love.

Schwartz shared an observation from Dr. Lauren Welch, a retired surgeon and former board member, who told Schwartz that GCCC graduates have a high acceptance rate at the University of Kansas School of Medicine.

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:

Automotive:

Swender informed the board that the GCCC Automotive Technology Program is going to remain in operation, with adjustments and adaptations, rather than closing as previously scheduled.

Mary Jo Williams Charitable Trust:

Swender celebrated the Mary Jo Williams Charitable Trust, which has allocated four new grant awards to programs at GCCC, including \$29,985 to the John Deere Tech Program, \$3,104.50 to the GCCC Science and Math Division, \$2,675 to the GCCC Physical Plant and \$8,732 to Saffell Library and the Mary Jo Williams

Comprehensive Learning Center. The Garden City-based trust, which works closely with the GCCC Endowment Association, has provided the college with combined gifts of more than \$1 million since 1988.

GCCC Drama:

Swender recognized Phil Hoke, GCCC drama director, who recently took six students to the Iowa State University campus in Ames, Iowa, for this year's Region V Kennedy Center American College Theater Festival, where each placed in the top five during first round competition and several earned individual awards.

GCCC Endowment:

"Lucky 13" is the theme chosen for the 2012 GCCC Endowment Association Scholarship Auction, scheduled for 6:30 p.m., Friday, April 13 at the Finney county Exhibition Building. Swender encouraged everyone to purchase admission wristbands and donation drawing car tickets.

Meats Team:

Swender congratulated the GCCC Meats Team for their recent successes, including the 2011 reserve nation championship/

Visitors to GCCC:

Swender told trustees that it was an honor and delight to have Arun Gandhi, grandson of Mahatma Gandhi as the featured speaker at GCCC Martin Luther King Day.

GCCC was privileged to have Dr. Andy Tompkins, Kansas Board of Regents executive director, also visiting. It was an excellent opportunity to get better acquainted.

Legislative:

President Swender shared with trustees that the recent Kansas sessions have been interesting. • Trustees learned that it's possible, due to legislation advancing in Topeka, that Kansas concealed carry handgun permit holders may gain the legal right to take firearms onto college campuses.

Swender told trustees that he is delighted with Governor Brownback's emphasis on career and technical education and applauded him for his leadership.

Facility Usage Fees for 2012-2013:

Swender provided an outline of facility usage policies to the Board. Swender explained stated that the document showed public availability of GCCC classrooms, meeting locations and other sites.

The Endowment, Bill Kinney and Bronbuster Rooms in the Beth Tedrow Student Center are each available for \$50 per hour, as are classrooms. For lecture halls, rental is \$100; with a charge of \$250 hourly for one of the college gymnasiums or the auditorium of the Pauline Joyce Fine Arts Building. Set-up and tear-down costs begin at \$100, with custodial charges at \$30 per hour and technical support at \$50 hour. Technology usage fees in connection with campus facilities range from \$50 to \$100 hourly, depending on needs.

Swender informed trustees that the policy and charges were designed to make campus facilities available to public at reasonable rates, but also cover costs, Facility usage is coordinated through a single campus scheduler. The policy is also designed to define hours of availability; protect college equipment and property; exclude tobacco inside campus buildings, as well as exclude alcohol from the campus; and stipulates that opinions expressed by individuals or organizations using GCCC facilities are not representative of the college. Swender noted that fees may be waived for public entities or partner organizations.

Other:

There was a brief discussion on the possibility of developing a short term Certified Driver's License program at GCCC. Necessary discussions are taking place.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Schwartz told board members that FCEDC had received 13 applications for the vacant president's position, and currently a review committee is looking at them.
- Schwartz distributed copies of the 2011 Finney County Economic Development Corporation Annual Report.
- Schwartz expressed his appreciation and thanks to GCCC Board and President Swender for allowing Cathy McKinley, dean of continuing education and community services, to serve the last two years as chair of the FCEDC board, saying it was very beneficial to us.

Chair Worf asked trustees to review the listed calendar dates.

EXECUTIVE SESSION:

Chair Worf recessed the board at 7:30 p.m. for a short 10 minute break. Board will reconvene into a 30 minute executive session at 7:40 p.m. for the purpose of preliminary discussion relating to acquisition of real property. No action will be taken.

Persons included in executive session:

GCCC Board of Trustees

Herbert J. Swender, President

Dee Wigner, Vice President Finance and Operations

Meeting adjourned at 8:30 p.m.

UPCOMING CALENDAR EVENTS:

<u>Feb. 13-16</u>	ACCT National Legislative Summit in Washington D.C.
<u>Feb 15-16</u>	KACCT/COP/PTK-All USA meetings in Topeka
<u>Feb 20</u>	President's Day – NO CLASSES – OFFICES CLOSED
<u>Mar. 12-16</u>	Spring break – NO CLASSES – OFFICES OPEN Monday-Wednesday
<u>Mar. 21</u>	Regular monthly meeting, Endowment Room. Dinner 5:00 p.m.; call to order at 6:00 p.m.
<u>April 6, 9</u>	Easter Break – NO CLASSES – OFFICES CLOSED
<u>April 11</u>	Regular monthly meeting, Endowment Room. Dinner 5:00 p.m. call to order at 6:00 p.m.
<u>April 13</u>	Annual Endowment Association Scholarship Auction
<u>May 12</u>	Commencement
<u>May 14-16</u>	Final Exams
<u>May 28</u>	Memorial Day - NO CLASSES – OFFICES CLOSED
<u>July 4</u>	Independence Day holiday – NO CLASSES – OFFICES CLOSED

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

Terri Worf
Chair of the Board