

**MEETING OF TRUSTEES
OF
THE GARDEN CITY COMMUNITY COLLEGE**

December 18, 2012

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

Others Present:

Debra Atkinson, Deputy Clerk
Dr. Bruce Exstrom, Vice President of Instructional Services
Heather Garcia, Director of Educational Talent Search
Rachel Gray, *Garden City Telegram*
Moises Mora, President of Student Government Association
Steve Quakenbush, Executive Director of Public Relations
Ryan Ruda, Vice President of Student Services
Jeff Southern, Director Information Technology
Dr. Herbert J. Swender, President
Leslie Wenzel, Math Instructor
Dee Wigner, Executive Vice President

CALL TO ORDER:

Chair Douglass called the meeting to order at 6:11 p.m.

COMMENTS FROM THE CHAIR:

Chair Douglass made the following comments:

- Noted that final exams are taking place this week.
- Extended congratulations Garden City Community College Broncbuster Football Team on becoming Mississippi Bowl Champions, and finishing season as 20th in the NJCAA.
- Also extended congratulations to GCCC Head Football Coach Jeff Tatum, who was named Kansas Jayhawk Community College Conference coach of the year.
- Welcomed Trustee Ron Schwartz to the meeting.
- Remarked that GCCC would be closed in observance of the Christmas holidays from December 24 through January 4, reopening January 7.

OPEN COMMENTS FROM PUBLIC:

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

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Moises Mora, President of Student Government Association, shared highlights:

Past Events:

November 22	SGA hosted a Tobacco Free event on GCCC campus. Approximately 300 students attended, with 78 pledging to be tobacco free. SGA will be report out on this project next January or February
December 4	Free movie night at Sequoya 8 Cinema. Students watched Red Dawn, which was very well attended.
December 14	Salvation Army College Day bell ringing. Various student groups and individuals covered Dillon's East and West entrances and both sides of Wal-Mart.

Future Events:

- January 21, 2012 Martin Luther King Day Community and campus celebration at 10 a.m. in the Dennis Perryman Athletic Complex main gym. Former rapper, Chuck D, now an author and political activist, will be the featured speaker.
- February 14 Blood Drive. Campus participation is encouraged. There will be a participation competition between clubs with SGA offering prize money.

Trustees extended their appreciation to Mora for his report.

REPORT FROM FACULTY SENATE:

Trustees were reminded that Faculty Senate information was part of the electronic board packet.

Program Report:

Math Division

Leslie Wenzel, Math Instructor

Wenzel explained that GCCC employs six full-time math instructors with up to 17 years of experience each, and that students in developmental and regular courses are benefiting from a new online textbook component called “My Math Lab.” Wenzel also stressed the need for students to consistently practice math skills in order to be successful, and announced that the Mary Jo Williams Trust of Garden City is providing funds for a 36-unit series of iPads notebook computers for math instruction.

Trustees discussed the low levels of preparation for college mathematics among local and area high school graduates and suggested greater dialog between college and high school personnel. President Swender mentioned the competence and dedication of our local high school math instructors.

Trustees extended their appreciation to Wenzel for her report.

INTRODUCTION OF NEW EMPLOYEES:

Ryan Ruda, Vice President of Student Services, introduced new GCCC employee Heather Garcia, Director of Educational Talent Search. Swender welcomed Garcia and presented her with a GCCC Broncbuster lapel pin.

CONSENT AGENDA:

Chair Douglass proposed the addition of an addendum to the consent agenda as D-4, Mobile Classroom Change Order.

Chair Douglass asked if Trustees wished to remove any items from the consent agenda. No items were removed.

Motion:

Clifford moved, seconded by Sterling, to add Mobile Classroom Change Order as consent item D-5 and approve consent agenda as modified, II-D-1 through D-5.

Motion carried 5-0

Approved actions follow:

- (A) **APPROVED MINUTES** of previous meeting (November 13, 2012)
(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 PURCHASE ORDERS OVER \$20,000

- D-1 Purchase Property 1802 Spruce
Amount: \$125,000.00 plus any closing costs and associated fees – General Fund
(Supporting documents filed with official minutes.)
- D-2 Property and Liability Insurance Renewal
Vendor: Keller-Leopold Insurance, representing EMC, Des Moines, Iowa
Garden City, Kansas
Amount: \$142,540.00
(Supporting documents filed with official minutes.)
- D-3 TRAC-7 Grant-John Collins Vocational Building
Change Order
Amount: \$166,488.00- U.S. Department of Labor Grant
(Supporting documents filed with official minutes.)
- D-4 Perceptive Software Annual Maintenance Agreement
Vendor: Perceptive Software
Amount: \$24,192.00-General Fund
(Supporting documents filed with official minutes.)
- D-5 Mobile Classroom Change Order
Vendor: Featherlite Trailers, Inc., Cresco, Iowa
Amount: \$28,892.00-U.S. Department of Labor Grant
(Supporting documents filed with official minutes.)

APPROVED OTHER, as presented:

Horse Palace - Indoor Rodeo Arena Purchase/Ownership Transfer

The Horse Palace transfer to GCCC has been under consideration for several months and the Finney County Commission approved the measure in a meeting Dec. 17, for a fee of \$1. The arena is the site of practice and competition for the GCCC Rodeo Team. President Swender indicated that the college would continue renting the facility to other users, just as the county has done. It will be booked through the same system used for college and public access to on-campus meeting rooms, classrooms and other spaces, with GCCC taking over maintenance, security and management.

Authorized the administration to enter into an agreement to purchase property at 401 South Taylor Street at a price of \$1.00 from General Fund.

Motion:

Schwartz moved, seconded by Worf, to approve the purchase of the property at 401 South Taylor Street as presented.

Motion carried 5-0

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed the annual monitoring report – General Executive Constraints #14 – “The President shall not fail to insure a safe and healthy environment on campus.”

Campus crime statistics, issued annually under a federal mandate for all U.S. colleges, reflecting the 2011 academic year, were included as part of this monitoring report. The outline showed no reports of major crimes in

nine designated major categories, either on campus or involving students off campus; as well as no hate crimes in any of the six specific categories, ranging from race and gender to sexual orientation and ethnicity. The reporting period did include three arrests and 48 referrals for liquor violations, as well as three drug law arrests and one referral. There were no incidents in the federally designated areas of murder, manslaughter, forcible and non-forcible sexual offense, robbery, aggravated assault, burglary, arson or motor vehicle theft.

In discussion about the report, as well as the Connecticut elementary school shootings of December 14, President Swender stated that one can surmise that GCCC is a very safe campus. In addition, he shared with trustees that as an open-access public institution with multiple buildings and multiple entrances GCCC is vulnerable like other public facilities.

GCCC is different than a K-12 institution, which can maintain controlled access. However, GCCC employs on-site security officers, maintains a comprehensive crisis plan and covers exterior areas and several building entrances with video surveillance. The college also has a system to notify students of emergencies via text messaging.

In addressing the campus crime report, Executive Vice President Dee Wigner explained that most of the alcohol referrals were connected to a single incident. Ryan Ruda, Vice President for Student Services, noted that the college operates a multi-tier system for dealing with alcohol and drug violations, and President Swender reminded trustees that weekly random drug testing is carried out among all student-athletes throughout the academic year. (Supporting documents filed with official minutes.)

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Trustees reviewed Monitoring Report, General Executive Constraints #9 and #10, Asset Protection #5, #1, #1, #3, #4, #6, #7. No changes were recommended. Trustees agreed to set January 19 as the date for an annual policy retreat

OWNERSHIP LINKAGE:

Trustee Sterling noted that it is important for the community to know that the indoor rodeo facility will continue to be available for public events.

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:

Marketing Campaign:

GCCC Marketing Department has designed and launched a new enrollment advertising internal campaign.

Exploration Day:

GCCC hosted a total of 390 juniors and seniors from 17 Kansas high schools for Exploration Day November 14. Students got the opportunity for hands-on experiences in areas ranging from Automotive Technology, Agriculture and Animal Science, Cosmetology, Criminal Justice, Fire Science, Industrial Maintenance, John Deere Technology, Nursing, Emergency Medical Services Technology, Welding and Athletic Training to Business and Computer Science, Journalism, Education and Sociology.

Congratulations:

Terry Lee was recognized by GCCC Endowment Association with the Robert A. Whippo Outstanding Board Member Award.

Laura York Guy was recently selected as a new member of the Board of Directors of the National Scholastic Press Association.

New Program Unveiling:

The Oil Technology Petroleum Program is now enrolling students for Spring 2013. This is GCCC's first new Regent-approved program in 17 years.

Residential Life:

Residential life operations for the fall semester are coming to a close.

Legislative Leadership Changes:

Swender noted that trustees had received recent legislative membership changes previously and that Senator Garrett Love, Montezuma, will become the assistant majority whip.

Reminder:

President Swender reminded trustees that January 22, 2013 is the last day to file to run for the position of GCCC Trustee.

Proclamation:

The President noted that the city commission has issued a proclamation designating Jan. 18 as GCCC Broncbuster Football Day in honor of the college's victory Dec. 2 in the Fifth Annual Mississippi Bowl at Biloxi, Miss.

Program:

The President reminded trustees that the Garden City Recreation Commission production of "A Christmas Carol" would take place at 7:30 p.m. December 21 and 22, plus 2:30 p.m. December 23 at the Garden City High School auditorium

Administrative Team:

Swender stated that he wanted to express to the board that he felt he had the finest administrative team in the state.

OTHER ITEMS:

Trustees agreed to change monthly meetings from the second Wednesday of the month to the third Tuesday, starting Jan. 15, while leaving the starting time at 6 p.m.

REPORT FROM KACCT /COP QUARTERLY MEETING COLBY COMMUNITY COLLEGE:

- The lobbying firm of Donely and Divine was present at the meeting which took place December 7 and 8.
- Discussed the Governor Brownback's road map for Kansas and budget plans, noting the governor has exempted community colleges from mandatory 10percent budget cuts.
- The governor's number one priority is economic growth and his view is that the only way to grow is to be a "work ready" state.
- Discussion involved on going affiliation with the Kansas Board of Regents.
- The KBOR goal is that 60 percent of the adult workforce will hold a certificate, associates or bachelor's degree by 2020, in addition to 10 percent increase in retention and graduation. Currently the state average is about 27 percent.
- Additionally KBOR would like three year completion for associate and five year completion for bachelor degrees. There are concerns about determining the start of completion, day one or after developmental/remedial courses are complete.
- Discussed Jayhawk Conference in Council of Presidents, with results unknown.

- Annual evaluation of Linda Fund, CEO of KACCT.
- Several community colleges will have see presidential leadership changes due to upcoming retirements, including, Butler, Cowley, and Johnson, in addition to Pratt.

EXECUTIVE SESSION:

At 7:30 p.m. recessed for a short five minute break.

The Board reconvened into a 15 minute executive session at 7:35 p.m. for the purpose of preliminary discussion relating to acquisition of real property and non-elected personnel.

No action taken.

Persons included in executive session:

GCCC Board of Trustees

Herbert J. Swender, President

Dee Wigner, Executive Vice President

Meeting adjourned at 8:50 p.m.

UPCOMING CALENDAR EVENTS:

January 18-20	KaleidEscape Kansas Event Dodge City
January 17-19	High Plains League Tournament/DPAC
January 21	Martin Luther King Day Program

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

Dr. Marilyn Douglass
Chair of the Board