

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

May 21, 2013

Trustees Present: William S. Clifford, Jeff Crist, Merilyn Douglass, Ron Schwartz, Steve Sterling,

Trustees Absent: Terri Worf

Others Present: Debra Atkinson, Deputy Clerk
Liz Bachman, Student Government Association
Joyce Bernbeck, Secretary, Fine Arts Building
Dev Bernbeck, Community Member
Dr. Bruce Exstrom, Vice President of Instructional Services
Rachel Gray, *Garden City Telegram*
Melanie Hands, Student Support Services Academic and Retention Advisor
Micah Kasriel, Coordinator of Student Activities
Moises Mora, President of Student Government Association
Linda Morgan, Faculty Senate President/Criminal Justice Instructor
Cathy McKinley, Executive Director of Public Relations/Marketing
Gary Newman, Mayor, Holcomb, Kansas
Ryan Ruda, Vice President of Student Services
Jeff Southern, Director Information Technology
Larry Walker, Instructor, English, Division Chair
Dee Wigner, Executive Vice President

CALL TO ORDER:

Chair Douglass called the meeting to order at 6:05 p.m.

COMMENTS FROM THE CHAIR:

Chair Douglass thanked everyone for attending the GCCC Board of Trustee meeting. Chair Douglass noted that individuals bringing specific business before the board may leave or stay after their presentation.

- Congratulations were extended by Chair Douglass to 2013 graduates of Garden City Community College.
- Chair Douglass thanked all GCCC Trustees for attending the various commencement week activities.
- Trustees were reminded that GCCC campus will be closed Monday, May 27 in observance of Memorial Day.
- Chair Douglass reminded trustees that GED graduation is scheduled for Saturday, June 15, 2013 in the auditorium of Pauline Joyce Fine Arts Building. Please let Debbie know of your availability.
- Tuesday, June 18, 2013 is the next scheduled board meeting. Beginning in July Board meetings will be held on the second Tuesday of each month at 6:00 p.m. in the Endowment Room of the Beth Tedrow Student Center.

OPEN COMMENTS FROM PUBLIC:

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

INTRODUCTION OF NEW EMPLOYEES:

Larry Walker, Instructor, English, Division Chair, introduced new GCCC employee Joyce Bernbeck, Secretary, Pauline Joyce Fine Arts building. Ryan Ruda, Vice President of Student Services, introduced new GCCC

employee Melanie Hands, Student Support Services Academic and Retention Advisor. Dee Wigner, Executive Vice President, welcomed Bernbeck and Hands and presented each with a GCCC Broncobuster lapel pin.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Moises Mora, President of Student Government Association, extended his thanks to GCCC trustees for their continued support of SGA and sponsored events. Incoming officers for the 2013-2014 year have been chosen and are as follows:

President	Brevan Wyodziak
Vice President	Audra Aguiniga
Treasurer	Melissa Fischer

The positions of Secretary and Public Relations are currently empty but will be filled this coming fall.

Mora drew Trustee’s attention to a proposed Tobacco Free Campus policy (self-governing) that had been distributed earlier. Mora went on to state that Student Government Association respectfully requests consideration from Garden City Community College administration and the GCCC Board of Trustees for GCCC to be considered as a Tobacco Free Campus. This recommendation is the result of a culmination of surveys, questionnaires and student input. SGA is requesting formal action from the administration at the June 18, 2013 board meeting.

Faculty Senate will be provided with a copy of the proposal for review.

Chair Douglass expressed thanks to Mora for the time, effort and courage that has gone into to production of the proposed policy.

Micah Kasriel, Coordinator of Student Activities, presented Mora with an award in appreciation of his service to SGA and GCCC.

REPORT FROM FACULTY SENATE:

Linda Morgan, Faculty Senate President/Criminal Justice Instructor, reminded trustees that the faculty senate information was included in the electronic board packet. Two reports were included, which listed annual faculty accomplishments in addition to faculty accomplishments for the 2013 spring semester. Morgan added that a survey has been sent to faculty reflecting on changes in class scheduling, effectiveness of hybrid classes and faculty senate, continued training and leadership. An additional survey was also sent to students for their input regarding recent changes in class scheduling and suggestions for techniques to increase student success.

Trustees extended their appreciation to Morgan for her report in addition to congratulating her on being chosen as the Outstanding Faculty member of 2013.
(Supporting documents filed with official minutes.)

CONSENT AGENDA:

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

Chair Douglass then asked for a motion approving consent agenda items II- A-D.

Motion:

Clifford moved, seconded by Crist, to approve consent agenda items, II-A-D as presented.

Motion carried 5-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (April 23, 2013)

(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 PURCHASES OVER \$20,000

D-1 Fire Alarm Installation-Pauline Joyce Fine Arts Building

Vendor: Caro's Electric

For: Installation of fire alarms in Pauline Joyce Fine Arts Building

Amount: \$31,595.00

D-2 Purchase of Datatel Servers

Vendor: CDW-Government

For: four servers

Amount: \$44,468.00

(Supporting documents filed with official minutes.)

OTHER:

Holcomb mayor, Gary Newman presented information regarding the Holcomb Plaza Project - Incremental Tax Revenues Contract.

A commercial development known as the Holcomb Plaza Project has been approved by the City of Holcomb as a Community Improvement District. The college is being asked to contribute the amount of the increase in the ad valorem tax revenues derived from project, via mill levy. Once the agreement is approved by all public entities it will go into effect and conclude July 1, 2036.

In Kansas, most if not all, 105 counties participate in tax abatements to promote economic development activities. In the spirit of support and promotion of area business and industry growth, it is the position of the administration to continue its support and act on the recommendation of the Finney County Economic Development Corporation to abate tax revenues for the Holcomb Plaza Project.

Motion:

Sterling moved, seconded by Clifford, to approve Holcomb Plaza Project-Incremental Tax Revenues Contract.

Motion carried 5-0

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed Executive Limitation, Treatment of People, Annual #2, #3, #4, #5. Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

No reports were scheduled for May review.

OWNERSHIP LINKAGE:

Trustee Schwartz shared with the board that initiators of the Inaugural Buffalo Jones Cowboy Poetry Gathering had expressed appreciation for the use of the GCCC auditorium in Pauline Joyce Fine Arts Building for their event.

Chair Douglas has been contacted by a community member inquiring about a Wind Training program. In addition Chair Douglas shared that a letter had been received from a community member regarding the football field and she was drafting a response.

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.

In the absence of President, Herbert Swender, Executive Vice President, Dee Winger gave the following report.

Commercial Driver's License Training:

Enrollment is now available in the Garden City Community College Business and Community Education department's Commercial Driver's License training program. The CDL training program provides thorough driver training and job placement assistance for the trucking industry. Every student receives extensive truck driving instruction and maximum truck driving time behind the wheel. GCCC, in partnership with Excel Driver Services, offers classes to prepare students for the state written test needed to obtain a Class A permit. This is a three week program that meets daily from 8-9 hours per day.

ESL Classes and Trainings:

A team has been assembled to develop ESL classes and trainings for several organizations in the community, a collaborative effort involving the A-OK grant, Continuing Education Department and ESL program. The organizations include Worthington Industries, Tyson Foods, and Finney County Health Coalition. With our local community and industry growing, we will deliver to these entities. Meetings have taken place to explore workforce needs in the welding area and building trades. GCCC is working closely with Finney County Economic Development Corporation to provide training for local companies and those moving to Finney County.

Renovation of the Food Science Lab:

Funded through the Department of Labor Trade Adjustment Assistance Community College Career Training Grant is scheduled to be completed at the end of May. The renovation includes two new labs, three offices, a raw meat preparation area, a cooked meat handling area and a 20' X 40' cooler/freezer that is large enough to be used as a classroom.

Mobile Classroom Mobile:

On Tuesday of last week, GCCC mobile classroom was in Kinsley providing the Kinsley Feeders employees Beef Quality Training certification. This industry recognized certification is required for all employees at the feed yard. The college was able to facilitate this training for all 27 employees in a single day with laptops and internet service.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Trustee Ron Schwartz told members that Finney County Economic Development Corporation President, Lona DuVall is currently in Las Vegas attending a retail conference (over 50,000 persons in attendance) and recruiting prospects for Garden City.

ADDITIONAL ITEM:

Chair Douglass extended congratulations to Rachel Gray, *Garden City Telegram*, on her impending marriage and subsequent move to Tribune.

EXECUTIVE SESSION:

Motion:

Schwartz moved, seconded by Clifford that the board recess briefly at 7:05 p.m. for a five minute break and reconvene into a twenty minute executive session at 7:10 p.m. for the purpose of discussion of non-elected personnel. No action will be taken

Motion Carried 5-0

Persons included in executive session:

GCCC Board of Trustees

Meeting adjourned at 7:30 p.m.

UPCOMING CALENDAR EVENTS:

June 15 GED Graduation, auditorium, Pauline Joyce Fine Arts Building, 2:00 p.m.

June 18 Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center

Debra J. Atkinson
Deputy Clerk

Dee Wigner
Executive Vice President

Dr. Marilyn Douglass
Chair of the Board