

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

**August 13, 2013**

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

Others Present: Crystal Ahrens, TRAC 7 Food Safety Instructor  
Debra Atkinson, Deputy Clerk  
Dr. Bruce Exstrom, Vice President of Instructional Services  
Dennise Exstrom, Nursing Instructor  
Angie Haflich, *Garden City Telegram*  
Casey Hands, Pep Band Coordinator  
Suzanne Johnson, Assistant Manager of Bookstore  
Micah Kasriel, Athletic Department, Temporary Secretary  
Terry Lee, Faculty Senate, Science Instructor  
Chris Mangan, PC Tech/Programmer  
Raechal Martin, Assistant Athletic Trainer  
Cathy McKinley, Executive Director of Public Relations/Marketing  
Linda Morgan, Faculty Senate President/Criminal Justice Instructor  
Marcos Najera, Admissions Representative  
Ernesto Ornelas, Groundskeeper  
Larry Pander, Fire Science Instructor  
Oscar Rodriguez, Assistant Football Coach  
John Rutherford, Super Circuit/Women's Basketball  
Jeff Southern, Director Information Technology  
Herbert Swender, President  
Dee Wigner, Executive Vice President

**CALL TO ORDER:**

Chair Douglass called the budget hearing to order at 5:55 p.m.

**COMMENTS FROM PUBLIC REGARDING BUDGET:**

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

Chair Douglass then asked for comments or questions regarding the 2013-2014 budget, which had been reviewed in depth at the July 9 board of trustee meeting and published in the Garden City Telegram July 25. Trustee Clifford asked for clarification on PTE budget.

***Motion:***

***Schwartz moved, seconded by Clifford, that the Board of Trustees certify that the budget hearing was held, that the budget was duly approved and adopted as the maximum expenditure for the various funds for the year 2013-2014, and that the amounts of 2013 tax to be levied is within statutory limitations (General Fund - \$10,021,504 with an estimated mill levy of 20.13 mills and Capital Outlay Fund - \$510,743 with a mill levy of 1.026 mill).***

***Further, that the General Fund and PTE Operating Budgets be set at \$17,532,207.***

***Ayes: Clifford, Crist, Douglass, Schwartz, Sterling, Worf***

***Abstaining: None***

***Nays: None***

***Motion Carried 6-0***

### **CALL TO ORDER:**

Chari Douglass called the regular board meeting to order at 6:05 p.m.

### **COMMENTS FROM THE CHAIR:**

Chair Douglass thanked everyone for attending the GCCC Board of Trustee meeting and made the following comments:

- Noted that GCCC football team had their first practice on the new multi sports athletic field yesterday, Monday August 12.
- Announced that GCCC Buster Football will hold a pre-season scrimmage at Buffalo Stadium on Friday, August 16, 7:00 p.m., admission is free.
- Stated that the 38<sup>th</sup> annual Broncbuster Athletic Association golf tournament is Saturday, Aug. 17, at Buffalo Dunes Golf Course. The four-person scramble raises money to provide scholarships for Garden City Community College student athletes. The tournament begins with a shotgun start at 9 a.m. on Aug. 17. Register for the tournament by calling Cole Wasinger, 2013 tournament chairman, at 620-276-1210.
- Broncbuster Buddy Day is August 18 at 5:30 p.m. at the Beth Tedrow Student Center.
- Classes begin at GCCC on August 21.

### **OPEN COMMENTS FROM PUBLIC:**

Director of Residence Life, Kate Covington, took this opportunity to introduce the 2013-2014 Residence Assistants to Trustees.

Douglass thanked Covington and all RA's for coming to the meeting.

### **INTRODUCTION OF NEW EMPLOYEES:**

Vice President of Instructional Services, Dr. Bruce Exstrom, introduced new GCCC employees Crystal Aherns, Trac 7 Food Safety Instructor, and Denise Exstrom, Nursing Instructor. Executive Vice President, Dee Wigner, introduced new GCCC employees Chris Mangan, PC Tech/Programmer, Suzanne Johnson, Assistant Manager of GCCC bookstore, and Ernesto Ornelas, Groundskeeper. Vice President of Student Services/Athletic Director, Ryan Ruda introduced the following GCCC new employees: Jimmy Sampson, part-time Assistant Football Coach, Raechal Martin, Assistant Athletic Trainer, Marcos Najera, Admissions Representative, Casey Hands, Pep Band Coordinator, John Rutherford, Super Circuit/Women's Basketball, and Oscar Rodriguez, Assistant Football Coach.

Swender welcomed each new employee and presented them with a GCCC Broncbuster lapel pin.

### **REPORT FROM STUDENT GOVERNMENT ASSOCIATION:**

Due to summer vacation no report will be presented from Student Government Association.

### **REPORT FROM FACULTY SENATE:**

Terry Lee, Faculty Senate President/Science Instructor, shared with Trustees that Faculty Senate has not been meeting as a group over the summer. However, individual meetings have been held with Exstrom and Swender as schedules allow.

### **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 as presented.

### **Motion:**

*Worf moved, seconded by Sterling, to approve consent agenda items, II-A-D as presented.*

*Ayes: Clifford, Crist, Douglass, Schwartz, Sterling, Worf*

*Nays: None*

**Motion carried: 6-0**

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (July 9, 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 Purchase of Refrigerated Truck

Vendor: Dodge City International of Garden City

For: 2008 International refrigerated truck

Amount: \$34,900.00

(Supporting documents filed with official minutes.)

**MONITORING REPORTS and ENDS REPORTS:**

Trustees indicated they had received and reviewed the following monitoring reports:

Annual, Treatment of People #1 and #6

Trustees agreed to accept monitoring reports as presented.

**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

Trustees reviewed the following monitoring reports:

Annual, Mission

Annual, Budgeting/Financial Planning/Forecasting #1, #2, #3, #4, #5

Annual, Financial Condition #1, #2, #3

No changes/additions to language were recommended at this time.

**OWNERSHIP LINKAGE:**

Trustees indicated that there is a lot of excitement within the community and that positive comments continue regarding the athletic facility and upcoming events.

**REPORTS:**

Trustees received numerous informational 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.

**Tax Increment Finance District:**

Stone Development Inc. has requested the City of Garden City create a Tax Increment Finance District (TIF) for their project at the corner of LaRue and Stone Drive. Project includes indoor water park, hotel with approximately 90 rooms and a 6,000 square feet restaurant.

Tax revenues from such proposals are used to cover infrastructure and improvements for a specific period of time. Public entities are given the opportunity to protest TIF proposals. City of Garden City and Finney County Economic Development Corporation are in support of the TIF as the project contributes to the economic well-being of Finney County. GCCC will support this request.

### **New Look for GCCC Web Site:**

GCCC's new website went live on August 1. Webmaster Juan Reyes is to be highly commended for the talented work he put into this new site. Under the direction of Jeff Southern, Juan began creating the new site about a year ago. Since that time, Tiffany Heit and Cathy McKinley joined the effort as well as approximately 40 faculty, staff and students who served in the early planning stages, focus groups and progressive reviews of the site as it was developed. Swender extended thanks to all involved with this important project.

### **Title IV Funded:**

GCCC received Grant award notification that Title IV Student Support Services has been funded for 2013-2014, by the U.S. Department of Education in the amount of \$284,089. Swender voiced his appreciation of Martha Lisk, Director of Student Support Services, and her staff for the work involved in this process.

### **New Campaign:**

The marketing department, along with the bookstore, student activities and athletic departments, is kicking off a new branding campaign this month. The campaign is "BYOB-G: Bring Your Own Brown & Gold." Students, employees and community members will be encouraged to *wear Brown & Gold every Wednesday* as well as at athletic contests. Promotions will include flyers and posters, specials at the Broncbuster Bookstore, buttons and t-shirts.

### **Athletics:**

GCCC Broncbuster Football held their first team practice at the new track/soccer/ football field on Monday, August 12. Athletes and coaches were excited to get on the field. Pouring of the track should begin later this week if the weather allows. The light poles are ready to be installed; crews are waiting for the ground to dry out before setting the poles.

Swender thanked Derek Ramos, Director of Physical Plant, and his crew in addition to Dee Wigner, Executive Vice President and staff, for the excellent work that they have done on planning and updating the buildings which will be used at the new track/soccer/football field as restrooms, concession stand, and visiting team's locker room.

### **The BAA Golf Tournament:**

BAA Golf Tournament is scheduled for August 17<sup>th</sup> at Buffalo Dunes with a tee time of 9 a.m. Following the golf tournament, the first annual Buster Bash will be held starting at 7 p.m. with the band FOG playing.

### **Culinary Management Program:**

GCCC received approval from the Kansas Board of Regents to initiate a Culinary Management Program. The program prepares students to manage a restaurant kitchen or catering operation. Instruction provides hands-on experience in planning, supervising and managing food and beverage preparation; menu preparation; culinary health and safety; cost control; purchasing; problem solving; personnel management; event planning; and applicable laws and regulations.

### **Commercial Driver's License training program:**

Garden City Community College's Continuing Education department kicked off its new Commercial Driver's License training program at a ribbon cutting ceremony and reception July 31. GCCC, in partnership with Excel Driver Services, is offering short-term classes to prepare students for the state written test needed to obtain a Class A permit. The truck driver training program provides thorough driver training and job placement assistance for the trucking industry. In this three-week-long program every student receives extensive truck driving instruction and 36 hours behind the wheel.

### **Kansas Governor Sam Brownback at GCCC:**

Kansas Governor Sam Brownback was at Garden City Community College on July 23 to present checks to regional school districts. The funds were given to the K- 12 districts under the state's Career and Technical Education Act that was put into effect last fall. More than 200 area high school students enrolled at GCCC during the 2012-13 academic year to take advantage of the CTE Act. The CTE Act, which was initiated by Brownback, provides tuition for Kansas high school students who take qualified technical courses offered by Kansas

community and technical colleges. The incentive program also gives school districts \$1,000 for each high school student who graduates from that district with an industry-recognized credential in a high-need occupation.

**Admissions:**

The admissions application has gone live in the last month due in large part to Linda Hill, Computer Programmer, Director of IT, Jeff Southern and the entire IT department. The applications have been being received electronically which will assist in mainstreaming the admissions process for incoming students.

**Residential Life:**

The residence halls are currently full for this coming year with a waiting list. Capacity of 303 currently 384 some 3 to a room...so we will have several rooms with three to a room and will be reducing each student who has 3 to a room on a weekly basis for as long as there remains three to a room.

Swender told Trustees that a Task Force has been formed comprised of Chris Finnegan, Tammy Tabor, David Rupp, Roger Schmidt, Daniel Reyes, Jayre Lee, chaired by Vice President of Student Services/Athletic Director, Ryan Ruda, to conduct a study regarding additional housing at GCCC. The task force will collect input from sources that could provide insight as to whether or not GCCC should pursue additional student on-campus housing. Swender is requesting that a task force response or recommendation be presented to College Council by the end of September.

**REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:**

- Sales were up in the month of July.
- Within the next few weeks an announcement will be made concerning development of 150 acres at the airport.
- Work at the Northwest Industrial Part continues.

**OTHER:**

Chair Douglass extended thanks to the *Garden City Telegram* for the space that is dedicated to Garden City Community College.

Chair Douglass reminded everyone of the following dates and activities:

August 23 GCCC Women's Soccer at the new track/soccer/ football field, 5:00 p.m.

August 28 GCCC Volleyball vs. Pratt 6:30 p.m.

All GCCC athletic event schedules may be accessed via the GCCC web site.

**EXECUTIVE SESSION:**

***Motion:***

***Clifford moved, seconded by Worf that the board recess briefly at 7:00p.m., for a five minute break and reconvene into a ten minute executive session at 7:10 p.m. for the purpose of discussing personnel matters of non-elected personnel. No action will be taken and board will not reconvene into a public session.***

***Ayes: Clifford, Crist, Douglass, Schwartz, Sterling, Worf***

***Nays: None***

***Motion carried: 6-0***

**Persons included in executive session:**

GCCC Board of Trustees

Herbert Swender, President, last 5 minutes

Meeting adjourned at 7:20 p.m.

**UPCOMING CALENDAR EVENTS:**

Sept 13-14 KACCT/COP Cowley College

Sept. 19 Endowment Scholarship Celebration, Small Gym, DPAC, 5:00 p.m. - 6:30 p.m.

Sept. 20 Hispanic Student Day

Sept 30-Oct 11 Endowment Association Phonathon  
Oct.1-5 ACCT 44<sup>th</sup> Annual Leadership Congress-Seattle, WA  
Oct. 15 Regular monthly Board of Trustee Meeting, Endowment Room, 6:00 p.m.  
Nov. 25-29 Thanksgiving Holiday  
Dec.23-Jan.3 Christmas Holiday

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Debra J. Atkinson  
Deputy Clerk

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Herbert J. Swender .  
President

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Dr. Merilyn Douglass  
Chair of the Board