

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

**February 11, 2014**

Trustees Present: Dr. William S. Clifford, Jeff Crist, Dr. Merilyn Douglass, Terri Worf, Ron Schwartz

Trustees Absent: Steve Sterling

Others Present: Debra Atkinson, Deputy Clerk  
Brett Cady, GC3 Media  
Dr. Bruce Exstrom, Vice President of Instructional Services  
Dr. Beverly Schmitz Glass, Executive Director of Public Relations and Marketing  
Angie Haflich, *Garden City Telegram*  
Micah Kasriel, Coordinator of Student Activities  
Lance Miller, Network Manager  
Ryan Ruda, Vice President of Student Services/Athletic Director  
Jeff Southern, Director Information Technology  
Bob Sperling, Community Member  
Dee Wigner, Executive Vice President  
Breven Woydziak, President SGA

**CALL TO ORDER:**

Chair Douglass called the meeting to order at 6:04 p.m.

**COMMENTS FROM THE CHAIR:**

Chair Douglass, introduced herself, and thanked everyone for attending the GCCC Board of Trustee meeting. Douglass reminded attendees that all were welcome to remain for the entire meeting or that participants could leave as their business was completed.

Chair Douglass shared that GCCC President Herbert Swender was not in attendance as he was in Washington D.C. presenting at Rural Community College Alliance forum at the White House. Douglass expressed pride and appreciation for President Swender as he represents GCCC and rural community colleges.

Chair Douglass made the following comments:

- Congratulated GCCC in their selection as a top Military-Friendly School in Military Advanced Education's 2014 Guide to Military-Friendly Colleges & Universities. This is GCCC's second award recognizing its military friendly status. This is the first time for GCCC to make this particular list. Previous awards include the 2013 and 2014 list of "Military Friendly" schools designated by Victory Media and published in G.I. Jobs magazine.
- Reminded trustees of the following activities:

Wednesday, February 12	GCCC/American Red Cross Blood Drive, 9 a.m.-1 p.m., DPAC West Gym
Thursday, February 13	GCCC Choral Valentine's Concert, Fine Arts Auditorium, 7:30 p.m.
Saturday, February 15	Legislative Coffee, St. Catherine Hospital Classroom B, 10 a.m.
Monday, February 17	President's Day—No Classes & Offices are closed

**OPEN COMMENTS FROM PUBLIC:**

Chair Douglass noted that there were none registered.

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

Bruce Exstrom, Vice President of Instructional Services, introduced new GCCC employee Ann Ellis, Secretary for Penka Building and Nursing.

Standing in for President Herbert Swender, Executive Vice President, Dee Wigner welcomed new employees and presented them with a GCCC Broncbuster lapel pin

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

Breven Woydziak, President of Student Government Association, expressed his appreciation for the opportunity of presenting a report to the Board from SGA.

#### Past Events:

- Woydziak expressed his appreciation to everyone that helped to make this this year's January 20 Martin Luther King, Jr. Campus Celebration a success. Woydziak went on to thank all GCCC trustees that were in attendance.
- SGA hosted the design your own free t-shirt event on Thursday January 23. This event had a great turnout with approximately 120 people designing their own shirts.
- Tuesday, January 30, SGA offered free coffee and hot chocolate at both the library and the BTSC. Due to the tremendous interest SGA will plan on having this event again in the future.
- On Monday February 3 the annual African American Read-in took place from 9:00a.m to 4:30p.m in the Portico.
- SGA is presenting free movie tickets to students selected at home basketball games as the “Craziest Fan”.

#### Future Events:

- SGA Breakfast Bingo will be held on February 18 from 8:00p.m. to 10:00p.m. in the cafeteria. Fun activities, prizes, snacks and of course, bingo is planned for the evening.
- Casino Night has been scheduled for March 6.

Woydziak shared with Trustees that students had been notified via e-mail upon return to campus in January of the Tobacco-Free Campus policy. SGA is currently working with the Garden City Recreation on a grant that will provide additional funding for signage.

Chair Douglass expressed thanks and appreciation to Woydziak for new and creative ideas that are getting students involved at GCCC.

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

No report was given.

Chair Douglass introduced director of Information Technology, Jeff Southern, who in turn introduced Lance Miller, Network Manager. Southern shared with Trustees that Miller will be distributing log in and password information to all Trustees this evening.

### **CONSENT AGENDA:**

Chair Douglass asked if Trustees wished to remove any items from the consent agenda. No items were removed. However, Trustee Schwartz asked the administration to consider adding an in-state/out-of-county student designation to the current tuition and fees category. Chair Douglass requested that the college administrative team explore and investigate this concept and present their findings at the March board meeting.

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

**Motion:**

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

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

*Nays: None*

*Motion carried: 5-0*

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (January 14, 2014)

(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 2014-2015 TUITION AND STUDENT ROOM AND BOARD FEES**

(Supporting documents filed with official minutes.)

**MONITORING REPORTS and ENDS REPORTS:**

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

- Annual, General Executive Constraints, #10
- Annual, Budgeting/Financial Planning/Forecasting #3
- Annual, Personal Enrichment

In the process of review and discussion of the submitted monitoring reports, trustees requested a list of capital outlay projects that addressed all deferred maintenance, in addition to a long range facilities strategic plan that could be shared with the community.

Executive Vice President, Dee Wigner, in response to an inquiry about GCCC Kids College explained that GCCC Kids College was no longer offered at GCCC due to increased availability for this type of program from the YMCA, Garden City Recreation, and Lee Richardson Zoo, all of which now offer summer activity programs for children. This will allow GCCC staff to focus on providing more continuing education courses for GCCC students and the community. Wigner went on to say that GCCC has increased its offerings of athletic and academic youth camps throughout the summer months and they are very well attended.

Trustees accepted monitoring reports as presented

**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

Trustees reviewed the following monitoring reports:

- Information and Advice
- Asset Protection

No changes or additions to were recommended at this time.

**OWNERSHIP LINKAGE:**

Trustee Worf inquired how GCCC's tobacco-free campus policy was being communicated to students, faculty, staff as well as visitors and the community. Worf stated she was unable to find the tobacco free campus policy on the GCCC website, nor a map with the designated smoking areas posted. After discussion on the matter

Chair Douglass asked Public Relations/Marketing director, Dr. Beverly Glass to address the issue. Glass agreed to develop a plan that would include posting the policy on the GCCC website, in addition to development of a color-coded campus map that would indicate the designated smoking and non-smoking areas. Glass also will secure appropriate signage for the designated spaces, develop and disseminate a news release informing the public of the policy, which would include the color coded map. A strategy of education on the issue will be developed for students, faculty, staff, and visitors.

### **REPORTS:**

Recent campus events and developments, challenges and possible solutions are attached as part of these minutes.

### **Comments:**

#### **Spring Enrollment:**

Spring enrollment is up 2.7 percent as of this board date from this time last year. The 2014 spring enrollment goal of 19,200 credit hours was reached and surpassed this morning when credit hours reached 19,300. Enrollment numbers are preliminary and will change slightly after official enrollment counts take place on February 11, which is the official 20<sup>th</sup> class day.

#### **Multi-Sport Facility:**

Effective Monday, February 3, winter public use (walking) hours at the new multi-sport complex will be daily from 7:00 AM to Noon. Rules and hours will be posted at the complex; however, hours are subject to change seasonally and depending on scheduled functions.

#### **Congratulations to the The Mary Jo Williams Charitable Trust grant recipients:**

- Trent Smith and Janice Urie, Library/CLC, will receive the replacement of 23 student computers in the Mary Jo Williams Comprehensive Learning Center and the acquisition of two laptop computers for the use of tutors.
- Amy Waters and Patsy Zeller, Nursing Department, will receive the purchase of MUSE upgrades and service agreements for two METI simulators. These simulators are human patient simulators used to improve healthcare education and patient safety, helping students and practitioners to practice without harming real patients. The MUSE upgrades will make operations to the simulators more technology friendly.
- Praveen Vadapally and Kay Davis, Science Department, will receive the purchase of 12 handheld digital computers and 16 sensors, probes and auxiliary equipment that will allow students to collect, interpret and analyze real-time data from lab experiments.

#### **Financial Aid**

College Goal Sunday is fast approaching (February 23, 2-4 pm). College Goal Sunday will be held at GCHS cafeteria to assist families and students with completion of the Federal Financial Aid forms.

### **REPORT KACCT:**

- Trustee Schwartz expressed his concern over HB 2456 an industry sponsored bill, which has been introduced in the Kansas House Tax Committee that seeks to legislatively define certain types of equipment used in the production of cement as machinery and equipment. HB 2456 is part of the continuing attempt by certain industries to have manufacturing equipment classified as “machinery and equipment” rather than as “fixtures”. The distinction is that machinery and equipment would be exempt from property tax and fixtures are taxed as part of the real property. This change can result in a significant loss in assessed valuation in cities and counties. HB 2456 addresses equipment used by only one industry. But, if adopted, it would set a precedent for any industry to seek special tax treatment.

This would be a precedent that could open the doors to a state-wide broadening of the machinery and equipment tax exemption, which could result in the significant loss of assessed valuation both locally and state-wide. Existing property tax base should be protected and legislature should avoid this proposal, and any proposal, to further erode the property tax base by the exclusion of any specific types of property.

- Trustee Schwartz will forward to GCCC trustees the KACCT agenda.
- Today is the first day of the ACCT Legislative Summit in Washington, D. C.
- GCCC will host KACCT June 13, 14 quarterly meeting.
- Schwartz will attend the February 13 PTK/All USA celebration in Topeka.
- Work continues on development of Leadership Academy.

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

- Lona DuVall, Director of Finney county Economic Development Corporation, is currently in California investigating possible prospects.
- Currently three competitors have shown interest in the senior retirement community.

**EXECUTIVE SESSION:**

***Motion:***

***Schwartz moved, seconded by Clifford that the board recess briefly at 7:25 p.m. for a five minute break and reconvene into a fifteen minute executive session at 7:30 p.m. for the purpose of discussing personnel matters of non-elected personnel.***

***No action will be taken.***

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

***Nays: None***

***Motion carried 5-0***

**Persons included in executive session:**

GCCC Board of Trustees

Dee Wigner, Executive Vice President

Meeting adjourned at 7:45p.m.

**UPCOMING CALENDAR EVENTS:**

<u>March 11</u>	GCCC Regular Board of Trustee Meeting, 6:00 p.m., Endowment Room of the Beth Tedrow Student Center
<u>March 13</u>	Garden City Area Chamber of Commerce Annual Banquet, DPAC front gym, social 5 p.m., dinner 6 p.m. Bands Spring Concert, Pauline Joyce Fine Arts Auditorium,
<u>March 17-21</u>	Spring Break NO CLASSES --OFFICES CLOSED March 20, 21
<u>April 4</u>	GCCC Endowment Association Scholarship Auction
<u>April 15</u>	GCCC Regular Board of Trustee Meeting 6:00 p.m., Endowment Room of the Beth Tedrow Student Center

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Debra J. Atkinson  
Deputy Clerk

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Herbert J. Swender  
President

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Dr. Marilyn Douglass  
Chair of the Board