

**MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE**

December 9, 2014

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

Others Present: Debra Atkinson, Deputy Clerk
Sarah Bradley, SGA President
Charles Claar, Jr., Lewis, Hooper & Dick
Theresa Dasenbrock, Lewis, Hooper & Dick
Dr. Joel Erskin, National American University Campus Dean
Dr. Bruce Exstrom, Vice President of Instructional Services
John Green, Assistant Director of Residence Life
Angie Haflich, *Garden City Telegram*
Micah Kasriel, SSS Career & Leadership Advisor, Student Government Co-Advisor
Colin Lamb, Assistant Vice President of Student Services and Athletics
Terry Lee, Faculty Senate President/ Science Instructor
Ryan Ruda, Vice President of Student Services/Athletic Director
Jeff Southern, Director Information Technology
Bob Sperling, Community Member
Herbert Swender, President
Tammy Tabor, Student Services Specialist
Dee Wigner, Executive Vice President

CALL TO ORDER:

Chair Douglass called the regular board 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.

- Congratulated All-Conference/All Region Students.
Women's Cross-country: Neysa Harman—All Jayhawk West and All Region VI
Volleyball: Taylor Linenberger—2nd team All-Conference
Football: Brandon Snell-1st Team All-Conference, Anfney Turner- Honorable Mention Offensive Tackle, Matt McDonald- Honorable Mention Running Back, Ben Harper- Honorable Mention Defensive Tackle, Alex Neuschafer- 2nd team Linebacker, Sam Green- Honorable Mention Safety
Women's Soccer: Ashlie Rojas—1st Team All-Conference and 1st team All Region VI Goal Keeper, Sandra Mendoza- 2nd team forward,
- Wished all students good luck as they take finals or finish final projects and travel for the holiday.
- Expressed condolences to the family of L. C. Crouch, first president of Garden City Community College.

OPEN COMMENTS FROM PUBLIC:

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

INTRODUCTION OF NEW EMPLOYEES:

Ryan Ruda, Vice President of Student Services/Athletics, introduced new GCCC employee, Jeff Sims, Head Football Coach

Dr. Swender welcomed Coach Sims and presented him with a GCCC Broncbuster lapel pin.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Sarah Bradley, SGA President, reported that students are focusing on finals and that SGA will be involved with the Martin Luther King Day celebration on January 19.

Bradley went on to report that the traditional late night breakfast was held Monday, December 8. Students were served by faculty and staff in the cafeteria. This time-honored event is held to wish GCCC students well on their finals and a safe trip home for the holidays. Approximately 235 students were in attendance.

Chair Douglass thanked Bradley for her report.

REPORT FROM FACULTY SENATE:

Terry Lee, Faculty Senate President/ Science Instructor, shared with Trustees the following:

- Faculty is focusing on the completion of finals.
- Dawnel Francis recently completed a Master's Degree in Education from Fort Hays State University.
- Phil Hoke presented an original production, "Oceans Sunrise".
- Irene Nominees are: Tori Fairbank (gr), Jordan George (so), Aaron Rojas (so), Gage Stielau (so) and Alexander Wilken (so). Their partners include: Paige McKinley(fr), Ashta Covino (fr), Jose Ramos (so), and Krisha Baker (so)

Design Expo participants include:

Set Design: Jose Ramos

Costume Design: Jordan George and Alexander Wilken

Poster Design: Jordan George, Jose Ramos,

Playwriting: Robert Reuther Playwriting

Phil Hoke (Consideration for the Mark Cohen National Award)

Each of the students had to be invited and nominated to participate in this year's festival. The recognition they have received is a high reflection on the work they have accomplished here.

Next production is a dinner theater production of "School House Rock" in February.

- Theater students will be traveling to Minnesota in January to attend the regional festival.
- Academic Excellence Team placed first and third in their first tournament and first and thirteenth in their most recent competition.
- ESL instructor, Jean Ferguson, is once again hosting ESL Olympics.
- Three students who are in the LSAMP-STEM program at GCCC have won the 'Travel Award' that covers all expenses. This includes Registration, Hotel, Flights, Food & Ground transportation. Also, their research abstracts have been approved to present at the national conference. All arrangements have been made for the following three students to attend 'Emerging Research National Conference' in Washington D.C. in February 2015, Andres Pacheco, Binh Hua, Itzel Moreno.

Trustees extended their appreciation to Lee for the Report.

REPORT FROM CHARLES CLaar, LEWIS, HOOPER AND DICK, RE: 2013-2014 AUDIT:

Trustees had previously received copies of the 2013-2014 audit report. Claar highlighted key areas:

- Garden City Community College earned a positive report after the annual financial Audit.
- No findings or questioned costs on federal funds and programs
- No Kansas statutory violations noted.
- Total assets of all College funds equal \$38,050,307
- Total revenue in all college funds
 - Operating: \$9,026,146
 - Non-Operating: \$14,327,442

- Debt Outstanding 6/30/2014

Dorm and Student Union Lease Purchase	\$1,358,635
Cooling Loop, Software and “Front Door Project Refinancing Lease Purchase	\$2,883,375
Multi-sports Facility Lease Purchase	
Commitment	\$2,680,629

This year the audit included audits for the Garden City Endowment Association and the Broncbuster Athletic Association. Although the audit for the endowment association indicated material weakness over control procedures, the audit for the college resulted in an unmodified opinion which is the highest opinion rating available for financial audits. The endowment association finding will not affect the college’s good standing in regards to federal grants/funding.

(Supporting documents filed with official minutes.)

Chair Douglass express appreciation on behalf of the Trustees to Claar.

Chair Douglass stated that Trustees would take a short seven minute break at 7:09p.m. and resume meeting at 7:16 p.m.

PRESIDENT’S REPORTS:

Continuous Performance Improvement (CPI) Series:

The first of the CPI series has been set for February 5, 2015. “Taming the Time Monster” and “How to Work Better with Almost Anyone” are the titles that will be presented by Shawn Doyle, Coatesville, Pennsylvania. More information will be forth coming.

Fine Arts Parking Lot:

Recent cold weather has slowed the pouring of concrete, although much work had already been accomplished. The warmer weather has allowed considerable progress to be made. Curbs are currently being poured, and light poles remain to be completed.

Residence Life Parking Lot:

The Residential Life / Student Center parking lot has gotten a face lift. Over the Thanksgiving Holiday it was cleaned and parking spaces were painted.

Student Housing:

Construction on the student housing complex is progressing nicely and is on schedule. With warmer weather in the forecast, the ground is being prepared for the installation of concrete sidewalks. Furniture has been ordered and will arrive the first week of January. Everything is scheduled to be complete prior to the student’s arrival on January 10. Students were given the opportunity to see what the new housing is like earlier today at an informal viewing of the facility. A formal dedication/ribbon cutting is planned for January.

2015 Legislative Coffees Scheduled: Check dates

The 2015 Legislative Coffees will be held on the following dates: February 21, March 21, and April 18. Each session will begin at 10:00 a.m. inside Classroom B of St. Catherine Hospital.

State Reductions:

Information was received today regarding the much anticipated reduction in state funding. All indications are that four percent will be taken from the existing state budget in the last six months of the fiscal year. Community College budgets have not been affected in this first round of reductions.

CONSENT AGENDA:

Motion:

Chair Douglass proposed the addition of agenda item “F”, Agreement to Terminate Interlocal Agreement and Cooperative, to the current agenda, seconded by Clifford.

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

Nays: None

Motion carried: 6-0

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 III- A-F as presented.

Motion:

Worf moved, seconded by Sterling, to approve consent agenda items, III-A-F as presented.

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

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (November 11, 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 PURCHASES OVER \$20,000

D-1 Technology Purchase

Vendor: CDW-Government

For: Computer Hardware

Amount: \$55,193.61

D-2 Architectural Services for U.S. Department of Labor Grant (welding facility renovation)

Vendor: Gibson, Mancini, Carmichael and Nelson (GMCN)

For: Architectural Services

Amount: 6.5% of the construction cost of the project

(Supporting documents filed with official minutes.)

(E) APPROVED ACCEPTANCE OF THE 2013-2014 AUDIT

(Supporting documents filed with official minutes.)

(F) APPROVED AGREEMENT TO TERMINATE INTERLOCAL AGREEMENT AND COOPERATIVE

(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 #12, Safety and Environment on Campus.

Trustees inquired about the status of a tobacco free campus. Dr. Swender shared with Trustees that in actuality the tobacco free initiative launched by Student Government Association approximately five years ago at GCCC has evolved into a “no smoking” status. Five campus smoking areas have been identified and designated for

smoker use. The outstanding question remains how to enforce a smoke free policy.

Trustee Crist expressed appreciation to GCCC administration for insuring campus safety through the development of an on campus police department.

Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Trustees reviewed the following monitoring report:

Quarterly, Asset Protection

Trustee Clifford lead discussion on the definition of “work ethics”. Results of the existing wording of this end are difficult to measure and evaluate. After lengthy discussion Trustees agreed to table any changes to the wording of this end.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Trustee Schwartz shared that nothing could be reported at the present time.

OWNERSHIP LINKAGE:

Trustee Clifford has been approach by a prospective student regarding accessing National American University for the purpose of obtaining enrollment information. A link to NAU is not currently present on the GCCC website and the student was experiencing difficulty connecting directly to the NAU website.

Dr. Swender stated that connecting students to NAU in order to access information is a top priority.

Arrangements will be made to the GCCC website to facilitate this process.

Chair Douglass took a few minutes to wish GCCC administration, faculty and staff Merry Christmas, and to thank everyone for a great semester.

Motion:

Clifford moved, seconded by Schwartz, to adjourn

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

Nays: None

Motion carried: 6-0

Meeting adjourned at 8:05 p.m.

UPCOMING CALENDAR EVENTS:

Jan. 13	Monthly meeting of GCCC Board of Trustees, 6:00 p.m., Endowment Room, Beth Tedrow Student Center
Jan. 19	Martin Luther King Day Celebration
Feb. 16	President’s Day-Campus Closed – No Class
Feb. 19-22	Dinner Theatre-“School House Rock”
March 5	Fine Arts Day
March 9	Jazz Festival
March 12	Band Concert

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Dr. Marilyn Douglass
Chair of the Board