

**MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
February 20, 2018**

Trustees Present: Merilyn Douglass, Jeff Crist, Leonard Hitz, Steve Martinez, , Blake Wasinger, Terri Worf,

Others Present: Matt Allen, Manager City of Garden City
Debra Atkinson, Deputy Clerk
Emily Biernacki, Quiz Bowl
Devyn Chapman, Phi Theta Kappa All-Kansas Academic Team
Emily Clouse, Director of Human Resources
Dallas Crist, GCCC Coordinator of Payroll
Mark Douglass, Community Member
Toni Douglass, Community Member
Rodney Dozier, GCCC Chief of Police
Callie Dyer, Community Member
Dr. Jeanie Ferguson, Instructor ESL, Quiz Bowl Advisor
Dr. Will Friesen, Instructor Science, Quiz Bowl Advisor
Andy Gough, Director of IT
Josh Harbour, *Garden City Telegram*
Sheena Hernandez/English Instructor/Faculty Senate
Eric Hollingsworth, Major, U. S. Army
Ken Hutchison, Lieutenant Colonel, U. S. Army
Santiago Kahn, KSN News
Aaron Kucherik, Secretary of GCCC Endowment Association
Colin Lamb, Dean of Student Services
Michelle McPherson, Phi Theta Kappa All-Kansas Academic Team
Jacquelyn Messinger, Dean of IEPR
Aaron Morales, Quiz Bowl
Melvin Neufeld, Community Member
Deb Nicholson, GCCC Comptroller
Chuck Pfeifer, Dean of Technical/Work Force
Lauren Rockhold, Coordinator, Student Activities, SGA Advisor
Ryan Ruda, Vice President of Instruction/Student Services
Kristi Tempel, Public Relations/Marketing
Phil Terpstra, Dean of Academics
Jonathon Welch, Quiz Bowl
Dee Wigner, Executive Vice President
Clay Woydziak, SGA President
Herbert Swender, President

CALL TO ORDER:

Chair Martinez called the regular board meeting to order at 6:00 p.m.

OPEN COMMENTS FROM PUBLIC:

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

PRESIDENT'S REPORT:

This portion of the meeting is related to student accomplishments, activities, campus visitors, and special events that have taken place in the GCCC campus community since the last Board of Trustee meeting.

Dr. Swender directed Trustee's attention to the presentation on the screen. Commercials for Welding and Industrial Maintenance, which are currently running during the Olympics, were shown to Trustees, in addition to the newest "Go" commercial promoting GCCC. Dr. Swender congratulated Kristi Tempel, GCCC Marketing and PR, for the excellent job in development and promotion of these marketing pieces.

Dr. Swender shared with Trustees that the Finney County Economic Development Corporation's Annual Meeting was held in the Beth Tedrow Student Center on January 10 and was well attended.

Dr. Swender noted that GCCC Automotive students received their Automotive Service Excellence (ASE) Certificates on January 11. Dr. Swender went on to share that ASE Student Certification is the first step in building a career as a service professional in the automotive industry.

Dr. Swender celebrated the freshly renovated EMST classroom with EMS students as they were moving into the reconditioned space on January 1.

Martin Luther King, Jr. Celebration in Conestoga Arena was held on January 15. Chief Master Sergeant Maurice L. Williams, The Command Senior Enlisted Leader for the Kansas National Guard, spoke to a packed house on the qualities of a leader. Kansas Adjutant General, Major General Lee E. Tapanelli was also an honored guest at the event.

Dr. Swender and Garden City Community College representatives traveled to the Kansas Capitol for Higher Education Days on January 18. Kristi Tempel, Director of Marketing/PR, staffed a table to promote GCCC and numerous programs that are offered. The event is a good opportunity to network with Kansas Legislators. This is the second year that the six public and nineteen community colleges have been included in Higher Education Days at the Capitol.

Dr. Swender congratulated GCCC Block and Bridle Club students, rodeo students and agriculture students for the remarkable job that they did helping with the Finney County Farm Bureau "Friends on the Farm" Day on January 19 at the Finney County Fairgrounds. Over 850 grade school students from four counties (Finney, Haskell, Gray and Kearny) participated in the event. The goal of the event is to share the importance of Agriculture in all of our lives. Students learn about machinery, conservation, animals and all of the aspects of farming. Dr. Swender went on to express his appreciation to Agriculture instructor, Cindy VenJohn, for coordinating the event.

GCCC Hosted the Hi Plains Basketball Tournament on January 18 –20. Dr Swender reported that GCCC has hosted the tournament since 1993. Area schools on hand for the tourney were Cimarron, Elkhart, Lakin, Meade, Wichita County, Southwestern Heights, Stanton County, Sublette and Syracuse.

Dr Swender reported that GCCC Bareback and Saddle Bronc Riding Clinic was held January 27-28. Former GCCC rodeo athlete and pro rodeo rider Cort Scheer was on hand to help teach at the school. Dr. Swender extended his thanks to GCCC Rodeo Coach Jim Boy Hash and Brock Baker, Assistant Rodeo Coach, for their diligence in planning and overseeing this annual event.

Dr. Swender welcomed Lakin Middle School to GCCC on January 30. Lakin Middle School students stopped by campus for a "futures" tour. Students were able to participate in classrooms learning about criminal justice, EMST, nursing, fire science, cosmetology and chemistry.

Dr. Swender reported that GCCC was pleased to host the Southwest District FFA Sales/Speech contest on January 31.

Dr. Swender noted that over 200 GCCC Student/Athletes were honored with a certificate for achieving a GPA of 3.0 or over on Athletic Academic Achievement Night at the home game vs. Independence on January 31.

Dr. Swender shared that GCCC Choral Valentine's concert was held on February 8. Clay Wright, vocal music instructor, has done a fine job growing the vocal music program and produced an excellent concert.

Dr. Swender reported that Conestoga Arena and Ron Schwartz Court Dedication was held on February 17 at home games versus Coffeyville. Dr. Swender expressed his deep appreciation to Tom Willis, Conestoga Energy Partners, for their generous gift which made the arena and floor possible. Janie Schwartz was also in attendance for the dedication ceremony.

Chair Martinez thanked Dr. Swender for his report.

INTRODUCTION OF NEW EMPLOYEES:

There were not any new employees in attendance at this meeting.

REPORT ON GARDEN CITY HOUSING:

City Manager, Matt Allen attended to present to Trustees a housing update on the Rural Housing Incentive Districts. Trustees had been previously provided with a handout that contained condensed information of the report. Allen guided Trustees through a PowerPoint presentation containing information from a Community Housing Assessment Team Study (CHAT), and the continued need for housing in the Garden City Community. The study indicated that 114 housing units were needed each year to meet the current demand for housing. Over the last 5 years, Garden City residential developments have met this recommendation at a level of 58% or an average of 66 units.

Allen also shared with Trustees information on Rural Housing Incentive Districts (RHIDs), which have been utilized in Garden City since 2012. Allen indicated that four of the 12 developed RHIDs have completed their housing developments. Allen explained that RHIDs allow developers to put in infrastructure at their expense. The property is valued before development and is the baseline for the Base Appraisal Amount. Once developed and newly assessed, the Improved Appraised Amount, which goes up over time, is marked to reimburse the developer for their infrastructure expenses. At the end of the RHID, the taxing entities will receive the Base Appraisal Amount plus the Improved Appraised Amount to create the new tax base. Allen also shared a chart showing that overall planned RHIDs were not keeping up with the overall need in Garden City. The conclusion of the study shows that RHIDs in Garden City are still a good option for developers to continue to meet the housing needs, and RHIDs provide a new tax base for Garden City and save the City from having to install costly infrastructure improvements for developments that may not get built.

Trustees thanked Allen for his report.

ARMY NATIONAL GUARD ROTC AT GARDEN CITY COMMUNITY COLLEGE:

Lieutenant Colonel, Ken Hutchison and Major Eric Hollingsworth of the U.S. Army Cadet Command shared information with Trustees about a recent Army National Guard Reserve Officer Training Corps (ROTC) designation that Garden City Community College recently received. Garden City Community College is the only two-year college in the nation recognized as an official Army ROTC site. Colonel Hutchison explained the mission of the United States Army Cadet Command and how they partner with universities to recruit, educate, develop and inspire Senior ROTC Cadets. The purpose of the program is to develop and recruit quality prospects and is currently in over 1,100 schools nationwide. The unique program at Garden City Community College offers benefits for students to take military science courses at GCCC and seamlessly transfer to the Pittsburg State University program. The unique 2+2 military linkage creates a pathway to transfer and enter as an academic junior and immediately continue pursuit of a 4-year degree and army commission. The program also offers financial benefits with ROTC Scholarships, and stipends which students may add to obtained financial aid.

Trustees expressed their appreciation to Colonel Hutchison and Major Hollingsworth for the informative report and their service to a grateful nation. In addition, they thanked General Lee Tafanelli for his vision and leadership in partnership with Dr. Swender.

GCCC ACADEMIC CHALLENGE TEAM:

Dr. Swender took this opportunity to recognize and introduce to Trustees the GCCC Academic Challenge Team and advisors, Dr. Will Friesen, and Dr. Jeannie Ferguson. The team has received a bid to the national tournament in Chicago, which is held on March 2. Only 24 teams from the country are chosen to participate in the national

tournament. The GCCC team has fifteen members, however only four members can represent the team at the National Quiz Bowl Championship. The instructors used criterion and data to choose the members who will travel to Chicago to represent Garden City Community College. The four members representing GCCC are Jonathan Welch, Aaron Morales, Caleb Ryan and Emily Biernacki.

Dr Swender and Trustees congratulated the members and advisors of the GCCC Academic Challenge Team for this significant accomplishment and thanked them for their report.

GCCC PHI THETA KAPPA STUDENTS:

Dr Swender requested that Trustees join him in congratulating two GCCC Phi Theta Kappa honor society Annual All-Kansas Academic Team students that were recently honored at a Luncheon held in Topeka. Michelle McPherson, a nursing major and Devyn Chapman, Exercise Science major both received \$1,000 scholarship at the regent university of their choice.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Clay Woydziak, SGA President, reported that SGA held a casino night on Thursday, February 15. Prizes, candy and a TV were given to various winners. Over 100 students were in attendance.

Woydziak stated that a future event planned by SGE is a river clean-up project in celebration of Earth Day. The event has been slated for April 21-22, volunteers are welcome. SGA will begin to advertise the event and solicit community involvement. Implementation of a bike depot is in the final stages of planning.

Trustees thanked Woydziak for his report.

REPORT FROM FACULTY SENATE:

Sheena Hernandez English Instructor/Faculty Senate President provided a written report to Trustees regarding Faculty Senate activities.

1. Faculty Professional Development interest is still strong. Four faculty members have been approved Spring 2018 for \$1030 (combined total) for two conferences, KMAT and Great Plains. Both conferences are in-state. This brings our yearly total to \$6371.37.
2. The Faculty Senate professional development survey has finished. Most faculty indicated that they would like more on-campus development opportunities dealing with pedagogy (developmental education, technique, etc.), management skills, hybrid education best practices, and technology. Faculty Senate continues to work in conjunction with Administration to provide these opportunities. One of the first opportunities takes place on February 23 and involves developmental education.
3. The first learning community of the semester deals with kinesthetic learning. Leaders for this community are Sheena Hernandez, Samantha Sanger, and Jeanie Ferguson and will focus on practices that instructors can utilize in their classrooms. The next learning community will involve Quiz Bowl, and the final one will be robots!

Trustees thanked Hernandez for her written report.

RECOGNITION OF ADMINISTRATIVE TEAM/EMPLOYEE:

Dr. Swender took this opportunity to introduce his Administrative Team to Trustees at this time.

Dee Wigner, Executive Vice President

Ryan Ruda, Vice President of Instruction/Student Services

Emily Clouse, Director of Human Resources

Colin Lamb, Dean of Student Services

Jacquelyn Messinger, Dean of IEPR

Chuck Pfeifer, Dean of Technical/Work Force

Phil Terpstra, Dean of Academics

Dr. Swender took a few moments to recognize retiring employee Executive Vice President, Dee Wigner. Ms. Wigner has been with Garden City Community College for 22 years with the past seven years serving as Executive Vice President. This will be Wigner's last board meeting during her tenure at GCCC. Dr. Swender

noted Wigner is the finest Chief Financial Officer that he has had the pleasure of working with in the 19 years he has served as a college President. Dr. Swender, Trustees, and GCCC employees thanked Dee Wigner for her dedication and service to Garden City Community College.

CONSENT AGENDA:

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

Chair Martinez then asked for a motion approving consent agenda items II A-E.

Motion:

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

Ayes: Crist, Douglass, Hitz, Martinez, Wasinger, Worf

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (January 9, 2018)

(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 PNEUMATIC TRAINING MATERIALS AND EQUIPMENT, as presented

The Industrial Maintenance Training Program is provided through the Kansas Technical Re/training Among Industry-targeted Networks (KanTRAIN) grant project awarded by the U.S. Department of Labor's Trade Adjustment Assistance Community College and Career Training program. Prior to the start of classes later this month, it is necessary to upgrade training materials and equipment to meet industry needs as follows:

- Pneumatic upgrade to the blue-line trainers and MecLab will be used in the pneumatic, electro-pneumatic, plc and advanced plc courses.
- AC/DC trainer to be used in the Electrical 1, Electrical 2, Electrical Motor Controls, and Advanced Electric Motor control courses.

(Supporting documents filed with official minutes.)

(E) APPROVED 2018-2019 TUITION, FEES, ROOM AND BOARD, as presented

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

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

- Bi-Annual, Executive Limitations, Asset Protection #5
- Bi-Annual, Executive Limitations, Essential Skills
- Annual, Executive Limitations, Personal Enrichment

Trustees agreed to accept the monitoring report as presented.

REVIEW OF MONITORING REPORT:

Trustees reviewed the following monitoring reports:

- Annual, Executive Limitations, Information and Advice
- Annual, Executive Limitations, Asset Protection

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Policy Governance Officer, Dr. Marilyn Douglass asked Trustees to turn to page 22 in their Policy Governance Handbook to review Annual Board Planning Cycle and page 23,24 to review Board Members' Code of Conduct. No changes were recommended.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Chair Martinez reported the following:

- Martinez reported that FCEDC is working with a public/private client on a restaurant with possibility of opportunities for culinary arts training.
- FCEDC continues to explore housing opportunities with local landowners.
- FCEDC is working with developers of the STAR Bond project.
- Training programs at GCCC and Garden City high school continue to be of importance.
- Daycare remains a top priority for FCEDC.
- "Maker Space", a place for community members to hone their creative skills, is moving forward nicely.
- FCEDC leadership attended a Dairy Expo to explore opportunities for the dairy industry in this area.

REPORT FROM KANSAS ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Trustee Crist reported the following:

- Last month's meeting was to honor community college Phi Theta Kappa students. GCCC students, Michelle McPherson, a nursing major and Devyn Chapman, Exercise Science major both received \$1,000 scholarship at the regent university of their choice.
- The next KACCT meeting will be in Kansas City, Kansas in June.

REPORT ON Higher Learning Commission:

Ryan Ruda, Vice President of Instruction/Student Services, reported that work was finishing up on division plans. Individual department plans are complete and department plans will be brought together to create an overall college plan. Work continues on catalog updates that align degree paths and curriculum for transfer. The college will implement assessment software to track course and programs outcomes and to help analyze data. The implementation of the software will take place this spring. Faculty will attend a workshop on developmental education.

OWNERSHIP LINKAGE:

Finney County Health Coalition contacted trustees regarding a tobacco free environment at GCCC. Ryan Ruda, Vice President of Instruction/Student Services, spoke with Student Government Association regarding this issue. SGA was appreciative of the information; however, they indicated that at the present time their focus is the river clean up initiative.

CALENDAR DATES:

Chair Martinez reviewed calendar dates and noted that the March 13, 2018 GCCC Board of Trustee meeting will be moved to March 20, 2018. Meeting will take place at 6:00 p.m. in the Endowment Room of the Beth Tedrow Student Center.

EXECUTIVE SESSION:

Motion:

Douglass moved, seconded by Wasinger to recess for a five-minute break at 7:45 p.m. and reconvene into executive session at 7:50 p.m., to discuss confidential employee information pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and that President Swender be included. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in 15 minutes.

Ayes: Crist, Douglass, Hitz, Martinez, Wasinger, Worf

Nays: None

Motion carried: 6 -0

Board recessed into executive session at 7:50 p.m.

Included in Executive Session:

GCCC Board of Trustees

Dr. Herbert J. Swender, President

Board reconvened into regular session at 8:05 p.m.

No official action was taken.

ADJOURNMENT:

Motion:

Wasinger moved, seconded by Worf, to adjourn the February 20, 2018 Garden City Board of Trustee meeting.

Ayes: Crist, Douglass, Hitz, Martinez, Wasinger, Worf

Nays: None

Motion carried: 6-0

Meeting adjourned at 8:06 p.m.

UPCOMING CALENDAR EVENTS:

March 30-April 2	Campus Closed, No Classes, Easter Break
April 10	Board of Trustee Meeting 6:00 p.m., Beth Tedrow Student Center, Endowment Room
April 13	Annual Endowment Association Auction
April 25	SGA Awards Banquet, 5:00 pm, Conestoga Arena
April 30	Athletic Banquet, 6:00 pm, Conestoga Arena
May 2	Retirement Reception Faculty/Staff, 2-3:30 pm, Endowment Room
May 3	DPS Graduation, 5:30 pm, Endowment Room
May 4	GCCC Commencement 7:00 pm, Conestoga Arena

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Steve Martinez
Chair of the Board