

**MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
July 21, 2020**

Trustees Present: Leonard Hitz, Dr. Blake Wasinger, Dr. Marilyn Douglass, Beth Tedrow, Shanda Smith, David Rupp

Others Present: Dr. Ryan Ruda, President
Amy McVey, Deputy Clerk
Karla Armstrong, Vice President for Administrative Services/CFO
Marc Malone, Vice President for Instructional Services
Colin Lamb, Vice President of Student Services
Shajia Donecker, PR & Marketing Coordinator
Nicole Dick, Math Instructor, Faculty Senate
Perla Salazar, Math Instructor, Faculty Senate
Greg McVey, Director of Athletics
Aaron Kucharik, Community Member
Jean Lamfers, Community Member
Toni Douglass, Community Member
Meghan Flynn, Community Member
Craig Lurtz, Transportation Coordinator

CALL TO ORDER:

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

COMMENTS FROM THE CHAIR:

Trustee Wasinger announced that GCCC was awarded over \$130,000 in tax credits to be used toward anatomage tables that the school will share with dozens of western Kansas high schools. He also shared that fall sports have been moved to the spring semester per NJCAA ruling and that the Endowment auction was a huge success again this year. Wasinger applauded the college for their health and safety protocols to keep employees, students, and community members safe while on campus.

INTRODUCTION OF NEW EMPLOYEES:

New employees will be acknowledged at a later date.

OTHER ACTION:

2020-2021 Budget - Dr. Ruda presented an overview of the 2020-2021 budget and how GCCC students relate to the Garden City economy. The board was presented with three possible budget options. Trustee Wasinger asked each trustee to ask any questions and voice any opinions they may have on those three options. Trustee Wasinger expressed that no one likes to raise taxes and pointed out that he believes GCCC has been good stewards and have not asked for a mill levy increase since 2012. Trustee Douglass asked the board to keep in mind that we are preparing for the unknown with possible state reimbursements and a decline in oil and gas taxes. She is in favor of increasing our reserves to \$500,000 and increasing the mill levy by 1.873%. Trustee Rupp is not in favor of a mill levy increase and would like to use our reserves. As for Trustee Hitz, he expressed that GCCC has done a great job of finding other options to balance the budget, he is favor of only raising the mill levy by 1.5%. Trustee Smith stated that everyone is struggling right now and agrees with Hitz. Trustee Tedrow likes what Marilyn had to say but agrees that it is best this year to go with the 1.5% increase.

Motion:

Douglass moved, seconded by Wasinger to approve Budget option #1, Funding the gap with an increase in the mill levy by 1.873%.

Ayes: Douglass

Nays: Wasinger, Smith, Tedrow, Rupp, Hitz

Motion failed: 1-5

Motion:

Wasinger moved, seconded by Tedrow to approve Budget option #3, Increase the mill levy by 1.5%.

Ayes: Wasinger, Smith, Tedrow, Douglass, Hitz

Nays: Rupp

Motion carried: 5-1

CONSENT AGENDA:

Chair Wasinger asked if Trustees wished to remove any items from the consent agenda.

Trustee Hitz requested III D-1, III D-2 and III D-3 be removed for discussion.

Chair Wasinger then asked for a motion approving consent agenda items III A, III B-1, B-2, III C-1, C-2, C-3, C-4, and C-5. Holding III D-1, III D-2 and III D-3 for separate discussion.

Motion:

Tedrow moved, seconded by Douglass to approve consent agenda items III A, III B-1, B-2, III C-1, C-2, C-3, C-4, and C-5. Holding III D-1, III D-2 and III D-3 for separate discussion.

Ayes: Wasinger, Douglass, Smith, Tedrow, Rupp, Hitz

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) Approval of minutes of previous meetings (June 9, 2020 and June 25, 2020)

(Supporting documents filed with official minutes.)

(B) Approval of personnel actions-Human Resources

B-1 Human Resources Report

B-2 Adjunct/Outreach Contracts

(Supporting documents filed with official minutes.)

(C) Financial Information

C-1 Monthly Summary Published Funds Operating Revenues and Expenses

C-2 Checks processed in excess of \$50,000

C-3 Revenues

C-4 Expenses

C-5 Cash in Bank

(Supporting documents filed with official minutes.)

III D-1: Approval of Property Insurance

Trustee Hitz inquired about the increase in property insurance, Karla Armstrong stated that the increases are market driven.

III D-2: Approval of Workman's Compensation

Workman's Compensation premiums have decreased this year due to a slight decrease in claims.

III D-3: Approval of Athletic Insurance

Athletic Insurance has taken a large decrease in premiums, \$50,000 savings between our first and second levels of coverage. The decrease is in large part to the hiring of a strength and conditioning coach, an extra trainer, and our partnership with healthcare providers in our community, thus less claims.

Motion:

Hitz moved, seconded by Rupp to approve consent agenda items III D-1, Approval of Property Insurance, III D-2, Approval of Workman's Compensation, and III D-3, Approval of Athletic Insurance.

Ayes: Wasinger, Hitz, Douglass, Smith, Tedrow, Rupp

Nays: None

Motion carried: 6-0

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORT:

The trustees discussed Academic Advancement, Mission, Budgeting/Financial Planning/Forecasting #1 and #2, Financial Condition#1, #2, and #3 and Executive Limitation #7.

Reports were approved as presented.

REVIEW MONITORING REPORT:

Trustees discussed Asset Protection #5 and Compensation and Benefits. Reports accepted as presented.

POLICY GOVERNANCE REVIEW:

The BOT has created a FEEDBACK FORM for community members that will be located on the BOT webpage. This form can be used for any feedback the community may have regarding the college, board members, or the president. Policy Governance will be updated to reflect: Treatment of People #5-Fail to address feedback and Board Job Description #1-E-Address electronic communication related to the performance of the President.

PUBLIC COMMENTS:

No 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.

Campus Re-Opening Update

- GCCC's comprehensive re-opening plan was made available to the public starting June 29, a week ahead of re-openings our doors July 6.
- Face masks are required on campus and are being made available to all students, employees, and visitors before they enter buildings. In addition, this policy will be enforced on a case-by-case basis, primarily self-policing.
- Plexiglass barriers are working in high-traffic areas, and print and digital signage across campus promotes safety, prevention, and mask use.
- We continue to identify new ways to maintain a healthy and safe campus, and major shift in policies or procedures are being documents in our re-opening plans, published online.

Enrollment Update

- Our summer enrollment has been strong overall.
 - We are ending the summer semester with positive enrollment figures (approx. 2% increase in credit hours overall)
 - We credit these positive results to our reduced tuition rate (\$108/credit hr.), ongoing marketing efforts, and dedicated faculty and staff.
- Our fall enrollment figures are steadily increasing.
 - Based on figures from today, we are about 22% behind where we were this time last year. This is an 11% increase since reopening.

Fall Classroom Delivery Styles

- Our Fall 2020 semester will encompass multiple on-ground, remote, and hybrid classroom options for students, including the following:

Fully On-Ground

1. **Buster Classic:** Students will attend class in-person on every scheduled class day.

Fully Remote

2. **Buster Online:** Students will work independently in an online course environment.
3. **Buster Stream:** Students will attend class only through live Zoom.

Hybrid

4. **Buster Hybrid:** Some days they will attend class in-person, and others they will do individual course work online.
 5. **Buster Hybrid Enhanced:** Some days students will attend class in-person or through live Zoom, and other days they will do individual course work online.
 6. **Buster Stream/Flex:** Some days students will attend class in-person and other days through live Zoom.
- We are making all these options known to students starting later this week through line schedules (which students will be able to see on their schedules), through social media, and through our website (under Academics).

Update on CARES Act/Emergency Grants

- A total of \$635,535 in CARES Act funds have been distributed to date (July 21) to 730 eligible students.

- CARES Act funds (\$5,468) are still available to spring or summer students who demonstrate expenses related to COVID-19. These students must complete the emergency aid application on our website to be considered.
- The Financial Aid Office has reviewed **329** emergency applications to date (July 17) and continues to review applications.

LPN/RN Pass Rates

- Our practical nursing students (26) have **ALL** passed their board exams and are now licensed. All but one of these students will be entering the RN program at GCCC this fall.
- In addition, all but one of our RN students have completed their board exams, according to GCCC Nursing Director Patsy Zeller. If this student passes, GCCC will boast a pass rate of roughly 90% this year compared to 74% last year (see five-year history below).
- These pass rates are especially impressive in the wake of COVID-19 and the distance learning challenges presented to students and faculty this past Spring 2020.

Program	2015	2016	2017	2018	2019
LNP	95.65%	95.65%	100%	100%	96.67%
RN	92.86%	79.19	87.50%	91.30%	74.19%

Industrial Maintenance

- GCCC submitted the final draft to KBOR on July 14. The TEA (Technical Education Authority) Program Curriculum Committee meeting will be August 6. Our program must pass through this committee.
- If it passes through will then go to the full TEA Meeting on Aug. 20. If it passes through the TEA meeting, it will go to the full KBOR meeting on Sept. 9-10, so potential full approval in September.

Laptop Loan Initiative

- Since we began advertising this program in late May, we have had **68** applications from students.
- The laptops, valued at \$500 each, are now available to students. A total of 150 can be made available.
- Student Services is getting ready to loan out 30 for use in the final summer weeks, and 16 for the fall semester.

Athletics

GCCC Volleyball is one of 32 programs nationally in the NJCAA ranks that was honored this past week by the American Volleyball Coaches Association as a 2019-20 All-Academic Team. This honor falls on to programs who maintain a 3.3 or higher for the academic year as a team. GCCC had a 3.55 GPA. Additionally, 5 volleyball student athletes were also recognized as NJCAA individual All-Academic team members for their high academic marks in the classroom. I give credit to Coach Hiltz and the entire GCCC volleyball team for achieving these high academic marks and exhibiting strong qualities of being a student-athlete.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION (FCEDC):

Trustee Rupp informed the BOT that they are meeting on July 22nd.

REPORT FROM KACCT:

Beth Tedrow communicated that they did not have a meeting but KACCT have made a few changes. KACCT vacated their current office and moved into a smaller office in the same building in an effort to save money. Also, Julie Halling will be leaving as their administrative assistant. This will also result in a cost savings with no reduction of KACCT services.

REPORT FROM SGA:

No report from SGA this month.

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REPORT FROM FACULTY SENATE:

Nicole Dick, Math Instructor /Faculty Senate, communicated that this will be her last meeting as president and senate's new president is Perla Salazar. Faculty are currently preparing for fall with virtual trainings and enrolling students.

OWNERSHIP LINKAGE:

Thanks to Nicole Dick for her term as president of Faculty Senate.

Next Board meeting will be August 11, 2020

Meeting adjourned at 8:32 p.m. by Chair Wasinger.

Amy R McVey
Deputy Clerk

Dr. Ryan Ruda
President

Dr. Blake Wasinger
Chairman of the Board