

**MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
May 12, 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
Greg McVey, Director of Athletics
Gabe Winger, Instructor
Nancy Unruh, Registrar
Tammy Tabor, Executive Director of Student Services
Meghan Flynn,

CALL TO ORDER:

Chair Wasinger called the regular board meeting to order at 6:02 p.m.

COMMENTS FROM THE CHAIR:

No comments.

INTRODUCTION OF NEW EMPLOYEES:

New employees will be acknowledged at a later date.

CONSENT AGENDA:

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

Trustee Douglass requested II E and Trustee Hitz requested II F to be removed for discussion.

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

Motion:

Hitz moved, seconded by Tedrow to approve consent agenda items II A, II B-1, B-2, II C-1, C-2, C-3, C-4 and II D. Holding II E and II F 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 (April 14, 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 Checks processed in excess of \$50,000

C-2 Revenues

C-3 Expenses

C-4 Cash in Bank

(Supporting documents filed with official minutes.)

(D) Non-Renewal of Employment Contracts

(Supporting documents filed with official minutes.)

II E, Tax Incentive Grant

Trustee Douglass requested information on what it means to apply for a tax incentive grant. Dr. Ruda explained that the Department of Commerce offers this grant to non-profit organizations. The organization can then sell those tax incentives to the public in an effort to raise money. GCCC will be using the monies for mobile cadaver tables. GCCC will partner with our local high schools to loan out the cadaver tables for high school students use also.

II F, Increase Spending Authority for External Investigation

Trustee Hitz inquired as to why GCCC was receiving an invoice this late. CFO, Karla Armstrong stated that Lewis Brisbois had received (2) late invoices from Dr. Walters. Trustee Hitz and other trustees engaged in a lengthy discussion as to approval of this request for additional funds. Trustee Tedrow suggested a letter with payment to confirm that this will be GCCC's final payment to Lewis Brisbois.

Motion:

Rupp moved, seconded by Smith to approve consent agenda items II E, Tax Incentive Grant.

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

Nays: None

Motion carried: 6-0

(Supporting documents filed with official minutes.)

Motion:

Tedrow moved, seconded by Rupp to approve consent agenda items II F, Increase Spending Authority for External Investigation.

Ayes: *Wasinger, Douglass, Tedrow, Rupp*

Nays: *Hitz, Smith*

Motion carried: 4-2

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORT

The trustees discussed Treatment of People 1-4 and approved as presented.

REVIEW MONITORING REPORT:

No review scheduled

PUBLIC COMMENTS:

No comments this month.

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.

President's Report

Board of Trustees – Tuesday, May 12, 2020

No accompanying Prezi. Meeting will begin at 6 p.m. at <https://zoom.us/j/95038159058>

100th Commencement Ceremony

- GCCC held its 100th commencement program on Friday, May 8.
- It was livestreamed on You Tube's Buster TV. And a recording is also available.
- The program featured every graduating student who opted in to "walk" for graduation.
 - Many students also submitted photos and personal info (such as their activities and memories) to be displayed during the program.
 - Students received digital copies of the slides that were showcased during the virtual program on Monday as a keepsake/moment.
 - They will receive a hard copy of the commencement program featuring names of all 508 graduates when they receive their diplomas later this summer.
- At peak, over 575 viewers were watching the program live on Friday.
- Nearly 3,500 views on YouTube total to date.
- The program was a tremendous team effort involving administration, Records Office, Creative Services, PR/Marketing, IT, and Adam Shrimplin from Shrimplin Photography.

Spring—

Wrapping up the spring semester and finishing with finals this week. At the end of the semester, spring enrollment was up 70 students (4.25%) and was approximately (.3%) down in credit hours. Despite what we have worked through and the transition to distance learning, this is a good sign and proud of the work by faculty and staff to keep the withdrawals and loss of credit hours negligible. In the middle of March prior to going to online, we were experiencing a 1.5% increase in credit hours, so to be able to mitigate and work through this with students is reassuring of the processes in place. Our focus has transitioned to summer and fall enrollment and working to complete virtual enrollment days with students at this time. Currently, the admissions office has 261 students registered for enrollment days and will be coordinating orientation, advising and enrollment with students for these selected days for fall.

CARES Act/Emergency Grants

- Over \$572,000 in CARES Act funds have been distributed to 723 eligible students.
- The bulk of these were mailed late last week as checks to current addresses and included a letter from myself.
 - About 180 have applied for additional emergency grant funds; these applications will be reviewed by Financial Aid Office.
- A webpage went live on Monday on the GCCC webpage that details our handling of both the CARES Act and emergency grant application.
 - The webpage is required for DOE compliance and details about how many students received funding and how much money has been distributed will be updated weekly on this page.
- We will continue to distribute these funds as more students become eligible by completing their 19-20 FAFSA this spring
- If all funds are not exhausted, it is possible some Summer 2020 students will also receive CARES Act funding.

Re-opening committee

The college has implemented a committee to review and provide a framework for re-opening. Following the Plan set forth by Governor Kelly on the four phases of reopening, the committee is working to develop policies and protocol for reopening GCCC. While there is not a timeframe set on when we will reopen, the most important aspect at this point is to use this time to put preventative measures and safety measures in place. In addition to policies and protocol, the committee is also reviewing physical prevention features such as plexiglass inserts at main office counters, enhanced and increased cleaning and sanitation and other steps. As a college, other considerations that are being discussed and reviewed are for residential life as well as for the classroom setting as we prepare for fall and reopening.

FHSU – Transfer Connect

- Transfer Connect is a new partnership between GCCC and FHSU that went live April 20.
- At least five students have signed up for this program already.
- It allows students to receive academic advising as a GCCC student from a FHSU transfer coordinator, streamlining the transfer process by providing a direct line of communication with FHSU staff.
- It is a very valuable partnership because more students transfer to FHSU from GCCC than any out Kansas college or university (approx. 40-50 annually, KBOR reporting).

Rural Business Development Grant

GCCC has been notified that we have received the Rural Business development grant that we submitted. This grant will cover the costs for \$34,000 worth of equipment for the carpentry program. We will begin to work with the advisory council to get equipment ordered and in place for the fall semester.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION (FCEDC):

No report from FCEDC this month.

REPORT FROM KACCT:

Beth Tedrow was notified on April 27 that the KACCT Executive Committee will conduct a Zoom call on June 6 from 8:15a.m to 9:45a.m.

REPORT FROM SGA:

No report from SGA this month.

REPORT FROM FACULTY SENATE:

Nicole Dick, Math Instructor /Faculty Senate, communicated that faculty are currently administering finals and working on instructional policies. Faculty Senate will not vote until the fall.

OWNERSHIP LINKAGE:

Trustee Wasinger would like to commend Dr. Ruda and his administration for taking care of their own. GCCC did not furlough any employees and made sure that they still feel appreciated by delivering yard signs to express we are all one big Buster Family.

EXECUTIVE SESSION:

Motion:

Smith moved, seconded by Tedrow to go into executive session for fifteen (15) minutes, for the purpose of an individual employee's performance, allowing five (5) minutes to clear the room. The open meeting will resume in the President's Conference Room in fifteen minutes (15) (7:40 p.m.). Included in the executive session will be Trustees only.

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

Nays: None

Motion carried: 6-0

Board recessed into executive session at 7:25 p.m.

Included in Executive Session:

GCCC Board of Trustees

Board reconvened into open session at 7:40 p.m.

No action taken.

At this current time, the BOT would like to compensate Dr. Ruda for 10 days of vacation.

Motion:

Tedrow moved, seconded by Smith to approve a ten-day vacation payout to President Ruda.

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

Nays: None

Motion carried: 6-0

Meeting of Trustees
May 12, 2020

Next Board meeting will be June 9, 2020
July 2020 meeting will be moved to July 21 to accommodate the budget's completion.

Meeting adjourned at 7:53 p.m. by Chair Wasinger.

Amy R McVey
Deputy Clerk

Dr. Ryan Ruda
President

Dr. Blake Wasinger
Chairman of the Board