

**GARDEN CITY
COMMUNITY COLLEGE
October 19, 2021**

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

Others Present: Dr. Ryan Ruda, President
Karla Armstrong, Vice President
Colin Lamb, Vice President
Marc Malone, Vice President
Lance Miller, Executive Information Officer
Matt Stockemer, Web and Systems Administrator
Madilyn Rider, Public Relations Coordinator
Derek Ramos, Dean of Facilities
Stacy Carr, SGA Advisor/Speech Instructor
Toni Douglass, Community Member
Mark Douglass, Community Member
Mark Hinde, Community Member
Lindsay Clark, Math and Science Building Secretary
Antwain Scales, Head Women's Basketball Coach
Women's Basketball Team
Tricia Sayre, Human Resource Assistant
Brad Zinn, Assistant Women's Basketball Coach
Tammy Hutcheson, Social Science instructor
Linda Burns, Community Member
Justis Odom, Community Member
Erik Moreno, SGA Representative
Gabe Winger, JDAT Instructor and Faculty Senate President

CALL TO ORDER:

Chair Douglass called the board meeting to order at 6:03 pm.

COMMENTS FROM THE CHAIR:

Chair Douglass congratulated the Criminal Justice and Meats Teams for their recent competitions. Fall enrollment numbers are up. The election is in two weeks; Chair Douglass encouraged people to please go vote.

B. Report for SGA

SGA representative VP Erik Moreno discussed everything on the SGA Highlights page in the Board packet plus mentioned all the groups that were represented in the GCHS Homecoming Parade – SGA, PTK, Criminal Justice, Automotive Club, Softball, and Cross Country.

INTRODUCTION OF NEW EMPLOYEES:

Latricia Sayre, Human Resource Assistant

II. Executive Session

Move that the Board recess into executive session 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 our President Dr. Ryan Ruda, Both Vice-Presidents Karla Armstrong and Colin Lamb, Executive Director of Student Services Tammy Tabor, Social Science Instructor Tammy Hutcheson, and the Dean of Physical Planning Derek Ramos be included. The open meeting will resume here in the Endowment Room in twenty (20) minutes.

Executive session started at 6:13 pm.

Motion: Dr. Blake Wasinger

Second: David Rupp

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

Nays: None

Motion Carries: 6-0

Open meeting resumed at 6:35.

No action taken.

III: Consent Agenda

Trustee Hitz recommended all of Item C, C-1 through C-5 be removed for further comment. Trustee Rupp recommended Items D and E be removed for further comment.

Move to approve the consent agenda Items A and B for approval.

Motion: Beth Tedrow

Second: Leonard Hitz

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

Nays: None

Motion Carries: 6-0

ITEM C: Financial Information

Regarding C1-C5, Trustee Hitz asked VP/CFO Armstrong if there was anything that the Trustees may need to know about, may not be seeing, or needs to be brought to the Board's attention. VP/CFO Armstrong highlighted a few items on pg. 21 as examples that the budget is on track. She added that statements are balanced daily, and anything that raises a red flag is dealt with immediately.

Move to accept C-1, C-2, C-3, C-4, and C-5 after discussion.

Motion: Beth Tedrow

Second: Leonard Hitz

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

Nays: None

Carries: 6-0

ITEM D: Jill Stephens

Chair Douglass referred to Dr. Ruda. Dr. Ruda said that Items D and E would require no action. Dr. Ruda addressed Item D. Last month Jill Stephens asked to be added to the agenda. Garden City Community College takes all matters and concerns brought forward in a serious manner. To that end, GCCC opened a Title IX investigation with current and former players along with current and former employees. The investigation was conducted thoroughly. The investigation concluded as of October 14, 2021. Title IX claims are unsubstantiated. At GCCC, the Women's Basketball program has good leadership under Coach Scales; the program is well disciplined and structured. As of the conclusion of our investigation, Coach Scale is cleared of all Title IX allegations brought forth under this allegation.

ITEM E: Accreditation Update

VP Malone presented a PowerPoint update for accreditation. (Supporting documents filed with official minutes). VP Malone highlighted how the college prepares for an accreditation visit, especially sharing information about GCCC's Strategic Plan.

Dr. Ruda commented on the living document (pg. 17) -- the beginning of the document shows current initiatives that are being worked on, and the latter part shows the completed initiatives. This is a good way to keep track of and celebrate successes and accomplishments.

Trustees are glad to see that the report is available online so people can see what is being accomplished.

(A) Approval of minutes of previous meetings
(Supporting documents filed with official minutes)

(B) Approval of personnel actions-Human Resources
(Supporting documents filed with official minutes)

IV. CONFIRMATION OF MONITORING REPORTS:

A. Monitoring Reports and Ends..... Consensus Approval

A-1 Annual, Work Preparedness (pg. 5)

There is an emphasis on Tech. Ed. programs. Students participate in rotations, internships, and simulation labs. Students get to work in the Meats Lab. Cosmetology provides services to the public, firemen get to experience the fire tower, lots of students get to experience the cadaver lab and the new Anatomage tables. Students have many opportunities to have real-life experiences and be prepared for the workforce.

A-2 Bi-Annual, General Executive Constraints #10 (pg. 9)

Defer to next month

A-3 Bi-Annual, Board Job Descriptions, Endowment #6 (pg. 18)

The Endowment Board has been focused on direct mail and the phonathon. The combined pledges from those two fundraisers have exceeded their goals. The next items Endowment will be working on are the scholarship dinner taking place in November and the auction. They are still working on the student laundry basket give away. They will be giving away two baskets this year. If anyone would like to donate items, they are welcome to. Endowment is also actively seeking new members. A meet and greet was held at the last Endowment board meeting, and there were a few new people interested. Endowment is also working on consolidating some of the smaller scholarships that no longer make enough to provide a scholarship on their own. There will be a memorial wall with those donors listed.

Monitoring reports accepted as presented.

B. Review Monitoring Report

B-1 Annual, Workforce Development (pg. 8)

No need for language updates.

B-2 Bi-Annual, Board Job Descriptions, BAA (pg. 20)

BAA met Monday night, October 18, and signed up three new members. Total of 11 members.

Chair Douglass stated that monitoring these will stay as presented.

C. General Executive Constraints #11 – Review and Approve

This is an addition that was available as a handout to trustees. (pg. 9)

The President shall not fail to provide to have a college-wide strategic plan focused on continuous improvement and financial planning and provide bi-annual updates to the Board on the strategic plan. Chair Douglass suggested that we need to tie the policy governance document to the strategic plan as this is one of the things we struggled with during the HLC visit. This executive constraint tells the President that he is responsible for having the college-wide strategic plan as part of or embedded into the policy document.

Move to include the addition of #11 The President shall not fail to provide to have a college-wide strategic plan focused on continuous improvement and financial planning, provide bi-annual updates to the Board on the strategic plan, to be added under the policy title of General Executive Constraints as presented.

Motion: Blake Wasinger

Second: Beth Tedrow

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

Nays: None

Carries: 6-0

Initiatives from the BOT perspective to add to the strategic plan.

1. Fiscal solvency – Goal set that there would be adequate reserves accumulated within a two-year time frame – to be placed in the strategic plan. This reserve would be in addition to the already reserved goal of 20%—discussion over “adequate” and how that carries through the year.
2. Establish a new BOT orientation process – Marilyn – handout with a lot of good information, needs to be formally written up.
3. BOT is connecting with workforce/Tech Ed leaders as they attend the advisory meetings – Marilyn – the goal is that the BOT attends 100% of the advisory meetings.

The consensus is to submit/add the three initiatives items above to the strategic plan.

D. Review of New Trustee Orientation

Dr. Ruda discussed the rough model that has been set up. Trustees will receive a copy, and feedback is welcomed so that a final draft can be completed. Fluidity is important in where the information is available. The fluidity will come from the available information on the web – easy to use, easy to access, and easy to update with new information when things change. Having everything in one place will be ideal for new trustees as well as seasoned trustees. Any GCCC information a BOT member might need will be in one place. This will be a living document that can and will change.

Chair Douglass suggested that Robert's Rules of Order for business conduct be added. (Supporting documents filed with official minutes) Trustees will review the handout, and approval will be voted upon at the November meeting.

V. OTHER

A. Public Comments

Coach Antwain Scales

B. President's Report

Dr. Ruda reported on the STEM Grant, increase in enrollment and headcount, PTK induction, and new employee handbook to be used in new employee orientation (Supporting documents filed with official minutes)

C. Incidental Information

Trustees Wasinger, Smith, and Tedrow reported on the 2021 ACCT Conference Diversity, Equity, and Inclusion conference they attended on October 13-16. (Supporting documents filed with official minutes)

D. Report from FCEDC

No Report

E. Report from KACCT

The next meeting will be held before Christmas.

F. Report from Faculty Senate

Faculty Senate is still working on the academic ethics policy. The first draft has been sent to the C&I (Curriculum and Instruction) committee for adoption. Two instructors have come forward requesting funds for training – Jamie Durler requested funds for Faculty Senate to pay for a NISOD training for GCCC. The cost is \$1500.00 for every employee of GCCC. It is three days of virtual training online. Employees can attend them live. Every training is recorded and will be available to GCCC for the rest of the year to view at any time.

Larry Jenkins and the nursing program requested that all the nursing faculty attend the KCADNE Conference. The state of Kansas is changing the way they do testing. This conference would train and prepare the nursing faculty to properly train their students on the upcoming new testing.

EXECUTIVE SESSION

Move that the Board recess into executive session to discuss confidential student information pursuant to the open meetings exception for matters affecting a person as a student which if discussed in open meeting might violate their right to privacy and that our President Ryan Ruda and Vice President Karla Armstrong be included. The open meeting will resume here in the Endowment Room in ten (10) minutes.

Executive session started at 8:11

Motion: Beth Tedrow

Second: Leonard Hitz

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

Nays: None

Carries: 6-0

No action was taken.

The open meeting resumed at 8:23

VI. OWNERSHIP LINKAGE

Trustee Rupp extended his congratulations to the Criminal Justice team and Brandy Unruh. The President of Region III chose GCCC to host the event. He knew Brandy and her team would do an excellent job hosting the event.

Chair Douglass shared an email received from Ernie Wharton regarding negative campaign propaganda and her response.

Upcoming Calendar Dates Advisory Boards

Industrial Maintenance Advisory Board, October 20

Automotive Advisory Board, October 27 – Shanda

Computer Science Advisory Board, November 3 – Beth

Carpentry Advisory Board, December 2 – Leonard

Welding Advisory Board, December 9 – Blake

Nursing Advisory Board, December 16 – Merilyn

Upcoming Calendar Dates:

October 20	Industrial Maintenance Advisory Board – Tedrow
October 21	Coffee with the President, Baron’s Steakhouse 8:30 am
October 22	All Employee Meeting FA Auditorium 2:30 pm
October 23	Women’s Soccer vs Dodge City 1 pm Men’s Soccer vs Dodge City 3 pm
October 27	Automotive Advisory Board – Smith Volleyball vs Dodge City 6:30 pm
October 29	Volleyball vs Butler 6:30 pm
October 30	Football vs Butler
November 1	Men’s Basketball vs Bethany College 7:00 pm
November 3	Men’s Basketball vs Friends 7:00 pm Computer Science Advisory Board – Tedrow
November 9	Board Meeting 6:00 pm
November 18	Music Student Department Recital FA Auditorium 7:00 pm
November 19	All Employee Meeting FA Auditorium 2:30 pm Carols with Critters West Lawn of FA 4:00 pm
November 20	Men’s Basketball vs Coffeyville 4:00 pm Women’s Basketball vs Coffeyville TBA
November 22-26	Thanksgiving Break – Campus Closed

VI. Adjournment

Meeting adjourned 8:30

Jodie Tewell
Deputy Clerk

Dr. Ryan Ruda
President

Dr. Merylyn Douglass
Chairman of the Board