

**GARDEN CITY  
COMMUNITY COLLEGE  
January 11, 2022**

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

Others Present: Dr. Ryan Ruda, President  
Karla Armstrong, Vice President  
Colin Lamb, Vice President  
Marc Malone, Vice President  
Lance Miller, Executive Information Officer  
Madilyn Linberg, Public Relations Coordinator  
Derek Ramos, Dean of Facilities  
Manuela Vigil, SSS Data Coordinator  
Meaghan Flynn, Garden City Telegram  
Cary Conley, GCCCA Director  
Tanner Johnson, Groundskeeper  
Mark Scheopner, Print Shop Manager

**CALL TO ORDER:**

Chair Douglass called the board meeting to order at 6:00 pm.

**COMMENTS FROM THE CHAIR:**

Happy New Year and Welcome back to Spring 2022. It is great to see students back on campus!

Welcome Bob Larsen as a new trustee and Merilyn Douglass and Leonard Hitz were reelected in the November election. They have all been sworn in.

We would like to extend our condolences to the family of Matt Miller.

Floyd Keith will be our guest speaker for Martin Luther King Day Observation. He has over 50 years of service and expertise in the sports and business professions.

He is the CEO of PPA Professional Services, which provides services in professional development, diversity and inclusion, and motivational speaking. Please join us in DPAC Conestoga Arena on Monday, January 17 at 9:30 am.

Our GCCC Meat Judging Team is competing at the Southwest Invitational at Texas Tech University at Lubbock, TX. They have completed beef grading and value-based pricing at Caveness in Hereford. We wish them the best of luck and safe travels home.

### **B. Report for SGA**

Will be having MLK day on January 17. Open to the public at 9:30. Floyd Keith will be speaking. The second speaker will be postponed to February, he is one of the Central Park Five that was wrongly convicted. PTK won the naming app contest: Buster Biz. Blood drive will be February 9<sup>th</sup>.

### **C. New Employees**

Tanner Johnson, Groundskeeper

## **II: Consent Agenda**

**Move to approve Consent Agenda items A, B, and C.**

**Motion:** Beth Tedrow

**Second:** David Rupp

**Ayes:** Smith, Hitz, Tedrow, Douglass, Larsen, Rupp

**Nays:** None

**Motion Carries:** 6-0

**(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)

**(C)** Financial information  
(Supporting documents filed with official minutes)

**(D) Purchase of Production Printer for Print Shop**

Dr. Ruda gave an overview of the printer purchase. This will be part of the financing plan that will be brought before the board in February. Administration is proposing to approve the purchase to allow us to move forward with the supply demand on campus. (Supporting documents filed with official minutes)

**Move to approve consent agenda Item D Purchase of Production Printer for Print Shop**

**Motion:** Dave Rupp

**Second:** Shanda Smith

**Ayes:** Hitz, Smith, Tedrow, Douglass, Rupp, Larsen

**Nays:** None

**Motion Carried:** 6 – 0

**III. Other Action: Organization of Officers – Board of Trustees**

**Election of Officers**

**A. Chairman**

Chair Marilyn stated that there will be two separate elections for chair and vice chair.

Vice Chair Tedrow nominated Dr. Merilyn Douglass as chair. Trustee Hitz disagreed and had discussion over the pros of having someone new in the chair position each year.

Chair Douglass opened the floor for nominations:

Beth Tedrow nominated Merilyn Douglass as Chair  
Shanda Smith nominated Leonard Hitz

Nominations were closed, and each Trustee spoke on their desire regarding this post.

The vote was taken by paper ballot and given to Vice Chair Tedrow since she is not a nominee.

**Final Tally:**

Merilyn Douglass: 5

Leonard Hitz: 1

**Dr. Merilyn Douglass elected as Chair.**

**B. Vice Chairman**

Shanda Smith nominated Leonard Hitz as Vice Chair. There was discussion with Trustee Hitz on whether he would accept the nomination or not.

After discussion Shanda Smith officially nominated Leonard Hitz for Vice Chair.

**Move to close nominations for Vice Chair.**

**Motion:** David Rupp

**Second:** Shanda Smith

**Ayes:** Hitz, Smith, Tedrow, Douglass, Rupp, Larson

**Nays:** None

**Motion Carried:** 6-0

**Vote for Leonard Hitz for Vice chair.**

**Ayes:** Hitz, Smith, Tedrow, Douglass, Rupp, Larson

**Nays:** none

**Leonard Hitz elected as Vice Chair.**

#### **C. Clerk**

The position of clerk was designated to Dr. Ruda in 2021. The charge of this position is to run parliamentary procedure and communications. Merilyn requested to leave the same.

#### **D. KACCT Representative**

KACCT and FCEDC Representatives: Both Tedrow and Rupp are willing to continue

No other nominations for these two positions.

**All in favor of retaining Beth Tedrow as KACCT Representative and David Rupp as FCEDC Representative.**

**Ayes:** Hitz, Smith, Tedrow, Douglass, Rupp, Larson

**Nays:** None

**Motion Carries:** 6-0

## **Appointments**

### **D and E. Designated Endowment and BAA Representatives**

Appointments as stated in packet: Shanda Smtih and David Rupp agreed to retain the appointments with Endowment and the BAA.

**Retain as presented.**

**Ayes:** Hitz, Smith, Tedrow, Douglass, Rupp, Larson

**Nays:** None

**Motion Carries**

## **Depositor Designations**

**Called for vote to retain depositor designations**

**Ayes:** Hitz, Smith, Tedrow, Douglass, Rupp, Larson

**Nays:** None

**Motion Carries**

## **D. Professional Service Providers**

### **College Attorney**

Since the month proceeding Paul Kitzke's approval there are no concerns to bring forward. His contract has been approved. This is a vote for the record to make it official.

**Vote to continue to retain Mr. Kitzke as college attorney.**

**Ayes:** Hitz, Smith, Tedrow, Douglass, Rupp, Larson

**Nays:** None

**Motion Carries**

**ORGANIZATION OF OFFICERS – BOARD OF TRUSTEES – 2022**

<u>Election of Officers</u>	<u>Incumbent</u>
A. Chairman.....	Dr. Marilyn Douglas
B. Vice Chairman.....	Leonard Hitz
C. Clerk.....	Dr. Ryan Ruda
D. KACCT Representative.....	Beth Tedrow
E. Economic Development Corporation representative .....	David Rupp

**Appointments**

A. Secretary to the Board.....	Dr. Ryan J. Ruda
B. Deputy Clerk.....	Jodie Tewell
C. College Treasurer.....	Karla Armstrong
D. Designated Agent for KPERS.....	Pam Harms
E. Alternate Designated Agents for KPERS.....	Karla Armstrong
F. Designated Endowment Representative.....	Shanda Smith
G. Broncbuster Athletic Association Representative.....	David Rupp

**Depositor Designations**

- A. Primary Depositories for 2022  
Commerce Bank
  
- B. Other Depositories for 2022  
Western State Bank  
Valley State Bank  
First National Bank of Garden City  
Landmark National Bank  
American State Bank  
Garden City State Bank  
State of Kansas Municipal Investment Fund
  
- C. Authorized Signatures:  
Dr. Ryan J. Ruda, Garden City Community College President  
Karla Armstrong, Garden City Community College, Vice President for  
Administrative Services/CFO  
Jodie Tewell, Garden City Community College, Executive Assistant to the President  
Kim Harrison, Garden City Community College, Comptroller
  
- D. Professional Service Providers:  
College Attorney.....Paul Kitzke

## **IV. Confirmation of Monitoring Reports:**

### **A. Monitoring Reports and END**

A-1: Bi- Annual Gen Exec Constraints #7  
No comments

A-2. Information and Advice 2, 3, 5, and 13  
#2. Dr. Ruda has made effort through weekly memo  
and phone calls. No other comments.  
#3. No comments  
#5. No comments

A-3 Annual Asset Protection 1-4, 6-7  
#1. Karla Armstrong spoke on description and differences in claim.  
No other comments.  
#2. No comments  
#3. No comments  
#4. College meets with cabinet and council and considers any liability  
with the institution.  
#6. No comment  
#7. No comments

No concerns or questions. Declared monitoring reports as presented.

### **B. Review Monitoring Report**

B-1 General Executive Constraints #10  
Discussed adding athletics as a separate component. Tabled until  
February meeting.

## **IV. OTHER**

### **A. Public Comments**

No comments



**B. President's Report**

Dr. Ruda commended Keyon Kennedy and Isaiah Adams for being named First-Team NJCCA All-Americans. Discussed final enrollment numbers, printer for print shop, and AD director. (Supporting documents filed with official minutes)

**C. Incidental Information**

No questions

**D. Report from FCEDC**

Annual meeting will be held January 26 in the Endowment Room with partners.

**E. Report from KACCT**

Kansas Promise Scholarship – pays for full tuition and fees of designated qualified programs. Next meeting April 1<sup>st</sup> in Junction City. (Supporting documents filed with official minutes)

**F. Report from Faculty Senate**

No report

**G. Accreditation Update**

Dr. Malone presented on HLC Criterion Four. (Supporting documents filed with official minutes)

**H. Department Reviews**

Patsy Zeller, Director of Nursing presented program review for the ADN Program. (Supporting documents filed with official minutes)

## **VI. OWNERSHIP LINKAGE**

Will receive a new agenda for advisory board meetings. Jodie will send out the schedule.

The board has an opportunity in athletics to speak to the community by setting up a table at games. This will allow Trustees to field questions from the public.

Report on the monthly self-assessment from December.

### **Upcoming Calendar Dates:**

January 12	Women's Basketball vs Butler 5:30 pm Men's Basketball vs Butler 7:30 pm
January 17	Martin Luther King Observance 9:00 am DPAC Women's Basketball vs Barton 5:30 pm Men's Basketball vs Barton 7:30 pm
January 26	Basketball Social, Hall of Fame Room, 5:30 pm Women's Basketball vs Independence 5:30 pm Men's Basketball vs Independence 7:30 pm
January 28	Men's Basketball vs Colby 7:30 pm
February 2	Women's Basketball vs Dodge 5:30 Men's Basketball vs Dodge 7:30 pm
February 4	All Employee Meeting 2:30
February 12	Basketball Social, Hall of Fame Room 2:00 Women's Basketball vs Cowley 2:00 pm Men's Basketball vs Cowley 4:00 pm
February 14	Women's Basketball vs Pratt 5:30 pm Men's Basketball vs Pratt 7:30 pm
February 15	Monthly Board Meeting 6:00 pm
February 21	Campus Closed – President's Day
February 23	Women's Basketball vs Hutchinson 5:30 pm Men's Basketball vs Hutchinson 7:30 pm

*Meeting of Trustees  
January 11, 2021*

Trustees completed the Board Self-Assessment.

**VI. Adjournment**

Meeting adjourned 8:03

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Jodie Tewell  
Deputy Clerk

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Dr. Ryan Ruda  
President

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Dr. Merylyn Douglass  
Chairman of the Board

*Meeting of Trustees  
January 11, 2021*