PROCEEDINGS

OF

GRAND RAPIDS COMMUNITY COLLEGE

BOARD OF TRUSTEES

OFFICIAL

REGULAR MEETING
BOARD CHAMBERS

MONDAY, NOVEMBER 21, 2016

I. ORDER OF BUSINESS

A. Meeting called to order at 10:16 a.m., Bert Bleke in the chair.

Present: Bailey, Bristol, James, Koetje, Verburg, Stewart, and Bleke – 7
Absent: Dr. Ender

B. Introduction of Guests
- None at this time.

C. Review and Approval of Agenda to include additions, deletions, or corrections.
- Motion by Trustee Bailey, seconded by Trustee James to approve agenda.

Motion carries. 7-0

D. Open Comments – None at this time

E. Special Order of Business (New Business)
- Purchasing Policy Revisions – Lisa Freiburger and Mansfield Mattewson.

Motion by Trustee James, seconded by Trustee Bailey to approve President or designee to make emergency purchases exceeding $100,000. Motion carries. 7-0

Motion by Trustee Bailey, seconded by Trustee Bristol to approve increasing consent purchases from $10,000 to $25,000. Motion carries. 7-0

I. MONITORING REPORTS

F. Report (s)
- Student Engagement/Student Satisfaction – Donna Kragt
- Finance Update – Lisa Freiburger

III. UPDATES

G. Student Report – Melaney Crespo
H. Foundation Update – None at this time.
I. Board Chair Report – None at this time.
J. President's Update
- Supplier Diversity Report – Mansfield Matthewson

- American's Promise Grant - Julie Parks

GRCC was granted 11 million to use toward healthcare pathways with an additional 1.5 million to use toward reduced or free tuition for qualified students.

K. Faculty Association Update – None at this time.

IV. COMMUNITY CONNECTIONS

L. Communications to the Board

-Ms. Karen Kranenberg supporting Trustee Stewarts in regards to transgender bathrooms.

-Mr. CJ Shroll recommending that Dr. Bill Pink be named the next president.

V. CONSENT ITEMS

M. Minutes of previous meetings, Grant Awards/Requests, Personnel Transactions, & Financial Transactions

- Minutes from October 17, 2016 Board Meeting
- Grants GRCC received from October 1, 2016 to October 31, 2016

The **Area Agency on Aging** provided continued grant support through ***Senior Millage*** funding in the amount of **$13,217**. The grant supports health education programming (Health Club, Strength and Stretch and Fitness Program) that helps participants to maintain independence through increased and/or maintained physical fitness.

PERSONNEL REPORT

(Includes in-process transactions through 11-11-16)

Appointments

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Justin Vogelar	IT Customer Support	Meet & Confer	IT Customer Support Tech I	11-10-16	Former contingency
Ashley McLary	Cashiers	APSS	Support Professional	10-24-16	New to College
Michael Cooper	Job Training	Meet & Confer	Educational Training Specialist through 3-31-17	10-31-16	New to College
Antoinette Harrington	Library & Learning Commons	APSS	Support Professional	10-31-16	New to College
Abram Lefebre	Job Training	Meet & Confer	MCAM Job Developer through 3-31-17	11-7-16	Former contingency employee

Kenneth Henderson	College Success Center	Meet & Confer	Student Success Coach	11-14-16	New to College
Kristina Kozub	College Success Center	Meet & Confer	Student Success Coach	11-14-16	Former Adjunct
Kayla Leonard	College Success Center	Meet & Confer	Student Success Coach	11-14-16	New to College
Azusena Nevares	College Success Center	Meet & Confer	Student Success Coach	11-14-16	New to College
James Setchfield	College Success Center	Meet & Confer	Student Success Coach	11-14-16	Former contingency employee

Separations

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Amy Robinson	Human Resources	APSS	Support Professional	11-11-16	Resigned
Elizabeth McKinney	Mathematics	Faculty	Assistant Professor	12-31-16	Retiring after 5 years, 3 months of service
Ann Marie Birr	College Advancement	APSS	Support Professional	1-6-17	Retiring after 9 years, 11 months of service
Molly Maczka	Student Life & Conduct	APSS	Support Professional	10-27-16	Deceased after 8 years, 1 month of service

CONGRATULATIONS ON YOUR NEW POSITION

Justin Vogelar
From: Contingency Employee
To: IT Customer Support Tech 1
Effective 10-10-16

Abram Lefebre
From: Contingency Employee
To: MCAM Job Developer, Job Training
Effective 11-7-16

Kristina Kozub
From: Adjunct Instructor
To: Student Success Coach - Lakeshore, College Success Center
Effective 11-14-16

James Setchfield
From: Contingency Employee
To: Student Success Coach, College Success Center
Effective 11-14-16

Financial Transactions

M. Financial Transactions
(October 1 - 31, 2015)

1. **Purchases $10,000-$100,000**
   a. **General Fund**

1) Purchase order issued to provide privacy walls in the Learning Resource Center for the Meditation/Study Room.

Requestor:	**Jim Vandokkumburg - Facilities**
Expenditure:	**$31,677.81**
Disposition:	**New Purchase**
Supplier:	**Custer Workplace Interiors**
	Grand Rapids, MI
Bid:	No, E&I consortium purchase.

2) Blanket purchase order change notice issued to provide janitorial supplies campus wide. Order increased $24,000.00; from $35,001.00 to $59,001.00.

Requestor:	**Jim Vandokkumburg - Facilities**
Expenditure:	**$24,000.00/$59,001.00**
Disposition:	**Recurring Purchase**
Supplier:	**PB Gast and Sons ****
	Detroit, MI
Bid:	Yes, RFQ #1213-8144, previously reported.

3) Purchase order issued to provide eForm software for PeopleSoft applications. Software provides intelligent, integrated and automated solutions, delivering greater efficiency.

Requestor:	**Michael Passer – Information Technology**
Expenditure:	**$66,125.00**
Disposition:	**New Purchase**
Supplier:	**Gideon Taylor Consulting, LLC**

Pleasant Grove, UT
Bid: No, single source.

b. <u>Other Special Funds</u>

1) Purchase order issued to provide chairs for Main Building – room 339.
Requestor: **Jim Vandokkumburg - Facilities**
Expenditure: **$11,280.66 (15-2821)**
Disposition: **Replacement Purchase**
Supplier: **MarxModa**
Grand Rapids, MI
Source of Funds: Designated Funds
Bid: No, US Communities consortium purchase.

2) Purchase order issued to provide LG Chem Leadership Training – 3/21 – 7/18/2016
Requestor: **Julie Parks – Workforce Development**
Expenditure: **$12,660.00 (51-2271)**
Disposition: **N/A**
Supplier: **Right Place, Inc.**
Grand Rapids, MI
Source of Funds: Michigan New Jobs Training Grant
Bid: No, single source.

3) Purchase order issued to provide body cameras for GRCC Campus Police Officers.
Requestor: **Rebecca Whitman – Campus Police**
Expenditure: **$13,714.73 (15-2559)**
Disposition: **New Purchase**
Supplier: **Digital Ally, Inc.**
Lenexa, KS
Source of Funds: Designated Fund
Bid: No, MiDEAL consortium pricing (071B1300202).

4) Purchase order change notice issued to provide manual mills for the ATC Labs. Order increased $14,890.00; from $88,790.00 to $103,680.00.
Requestor: **Jeff Danner – Workforce Development**
Expenditure: **$14,890.00/$103,680.00 (42-2821)**
Disposition: **Replacement Purchase**
Supplier: **Production Tool Supply**
Grand Rapids, MI
Source of Funds: Plant Fund
Bid: Yes, RFQ #1617-8144, previously reported.

5) Purchase order issued to provide engineering services for the Student Center bridge repair.
Requestor: **Jim Vandokkumburg - Facilities**
Expenditure: **$16,400.00 (14-2331)**

Disposition: **Construction Purchase**
Supplier: **Carl Walker**
Kalamazoo, MI
Source of Funds: Auxiliary Fund
Bid: Yes, RFP #1516-11042A, previously reported.

6) Purchase order issued to provide replacement of (6) cabinet heaters at the Ford Fieldhouse.
Requestor: **Jim Vandokkumburg - Facilities**
Expenditure: **$18,158.00 (42-2330)**
Disposition: **Construction Purchase**
Supplier: **Alternative Mechanical**
Grand Rapids, MI
Source of Funds: Plant Fund
Bid: Yes, unsealed.

7) Blanket purchase order issued to provide railing replacement at Cook Academic Hall.
Requestor: **Jim Vandokkumburg - Facilities**
Expenditure: **$19,995.00 (42-2330)**
Disposition: **Construction Purchase**
Supplier: **Innovative Iron**
Wyoming, MI
Source of Funds: Plant Fund
Bid: Yes, unsealed.

8) Purchase order issued to provide furnishings for the Phyllis Fratzke Early Childhood Learning Laboratory.
Requestor: **Jim Vandokkumburg - Facilities**
Expenditure: **$20,338.17 (42-2822)**
Disposition: **New Purchase**
Supplier: **Custer Workplace Interiors**
Grand Rapids, MI
Source of Funds: Plant Fund
Bid: Yes, RFQ #1617-8128.

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9) Purchase order issued to provide carpeting for Calkins Science Center select classrooms.
Requestor: **Jim VanDokkumburg - Facilities**
Expenditure: **$21,560.00 (42-2330)**
Disposition: **Replacement Purchase**
Supplier: **DeGraff Interiors, Inc.**
Jenison, MI
Source of Funds: Plant Fund
Bid: Yes, RFQ #1415-6197C, previously reported.

10) Purchase order issued to provide furnishings for the Phyllis Fratzke Early Childhood Learning Laboratory.

Requestor:	**Jim Vandokkumburg - Facilities**
Expenditure:	**$39,405.56 (42-2822)**
Disposition:	**New Purchase**
Supplier:	**Interphase**
	Grand Rapids, MI
Source of Funds:	Plant Fund
Bid:	Yes, RFQ #1617-8128.

11) Purchase order issued to provide funds for salaries and compensation for the Pre-Apprentice program liaison – 5/1 - 9/30/16.

Requestor:	**Amy Koning – Workforce Development**
Expenditure:	**$84,613.77 (51-2271)**
Disposition:	**N/A**
Supplier:	**Kent Intermediate School District**
	Grand Rapids, MI
Source of Funds:	Michigan Apprenticeship Program Plus Grant
Bid:	No, single source.

Motion made by Trustee Koetje, supported by Trustee Stewart to approve consent items as presented. Motion carries 7-0.

ACTION ITEMS

N. Purchasing Items over $100,000

No purchases for October 2016.

b. <u>Other Special Funds</u>

No purchases for October 2016.

ACCOUNT:	**KEY:**
11 – General Fund	* MBE
14 – Auxiliary Fund	** WBE
15 – Designated Fund	*** M/WBE
42 – Bonds, Plant Fund	****MLBE
51 – Grants	# - Non Responsive Bid
91 – Agency Funds	NTE - Not to exceed

Sole Source: A single supplier that controls the supply of products or services in a defined market. Typically the product of market conditions such as: technology leadership, patent protection, limited or exclusive distributorship, etc.

Single Source: Supplier selection is determined by objective business decisions such as: leveraged volume purchase contracts, standardization programs, OEM (original equipment manufacturer) parts/service, just in time delivery requirements, etc.

VI. OPEN COMMENT

(Faculty, staff, students, and the Public are invited to address the Board on any matter.)

- Maleny Crespo spoke to the communication the Board received from Ms. Karen Karenberg in regards to transgender bathrooms, stating she appreciates listening to both sides of the agreement but feeling the better issue is not being addressed.

VIII. FINAL BOARD COMMENTS

- Trustee James thanked staff for the reports and congratulated the newly elected trustees that will be taking their seats in January, Kathleen Bruinsma and Kenyatta Brame.
- Trustee Stewart was delighted over the healthcare pathway grants and all the opportunities it brings and also thanked Mansfield Mattewson for all his hard work in regards to

supplier report as there will be ups and downs but he believes Mansfield is doing everything he can.

- Trustee Verburg thanked the three founding trustees Ellen James, Jan Maggini, and Terri Handlin as they stood for diversity and inclusion and for their dedication to GRJC/GRCC he has been proud to serve with them. He went on to say he wanted to recognize the passing of a previous board member Lye Morrison whom he was also able to serve with.
- Trustee Bristol thanked the student leadership for their thoughtfulness and strong leadership they have shown over the fall semester. She went on to thank them for honoring Molly Mackza, Manager of Student Life that passed away, by naming the Club Hub after her.
- Trustee Koetje passed.
- Trustee Bailey said she agreed with all that had been previously said by the other trustees and congratulated Dave Koetje, Kathleen Bruinsma, and Kenyatta Brame for running for election as it is not an easy process. Bailey thanked the student leaders for their comparison for Molly Mackza.
- Chairperson Bleke asked Dr. Pink to say a few words. Dr. Pink said he was overwhelmed, humbled and honored to be named GRCC's 10th President. He thanked all those from the campus community and external community for their support through the process and said he was excited to build on the institutional foundation that Dr. Ender has put in place. He reminded those from both internal and external communities he plans to advance the institution together, as it their institution as well.

IX. ADJOURNMENT

Adjourned – 11:25 a.m.