

PROCEEDINGS
OF
GRAND RAPIDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
OFFICIAL
REGULAR MEETING
BOARD CHAMBERS
MONDAY, MARCH 13, 2017

I. ORDER OF BUSINESS

Meeting called to order at 4:14 p.m., in the chair.

- A. Present: Bailey, Bristol, Brame, Bruinsma, Bleke and Koetje – 6
Absent: Stewart - 1
- 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 Brame to approve the agenda as presented. Motion carries 6-0.
- D. Open Comments
 - None at this time.
- E. Special Order of Business (New Business)
 - None at this time.

II. MONITORING REPORTS

- F. Report (s)
 - Finance Update – presented by Lisa Freiburger.

III. UPDATES

- G. Student Report
 - None at this time.
- H. Foundation Update (Quarterly Report)
 - None at this time.
- I. Board Chair Report
 - Chairperson Koetje, congratulated Dr. Ender for receiving the Michael Bennett Lifetime Achievement Award from Phi Theta Kappa. The award is given at a

national level to a retiring community college President who has supported Phi Theta Kappa throughout their career. This is a great honor for not only Dr. Ender but the institution.

J. President's Update – Steven C. Ender, Ed.D.

- None at this time.

K. Faculty Association Update

- None at this time.

IV. COMMUNITY CONNECTIONS

L. Communications to the Board

- None at this time.

V. CONSENT ITEMS

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

- Minutes from February 13, 2017 Board Meeting
- Listed below are the grants GRCC received from February 1, 2017 – February 28, 2017.
 - The The **Michigan Talent Investment Agency**, Department of Talent and Economic Development awarded **\$164,738** through its Office of Adult Education for the Integrated Education and Training (IET) pilot project. Through this project, GRCC will deliver adult education and literacy activities to ESL students concurrent with workforce training to advance the education and career goals of eligible English language learners in Prosperity Region 4 adult education programs.

PERSONNEL REPORT

(Includes in-process transactions through 3-3-17)

Appointments

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Cody Robinson	Academic Advising & Transfer Ctr. & Counseling & Career Devel.	APSS	Support Professional	2-20-17	New to College
Jacob Gladfelter	IT Customer Support	M&C	Technician Level 1	2-20-17	New to College
Nicole Dekker	Human Resources	M&C	Employee Events, Engagement, & On-Boarding Coordinator	2-27-17	Transfer from Support Professional

Julie Lackscheide	Radiologic Technology	Faculty	Program Director	Fall 2017	Transfer from Assistant Professor
Pam Miller	School of Workforce Development	M&C	Associate Dean of Operations	5-1-17	Transfer from Associate Dean-Faculty Evaluation & Hiring
Amy Koning	Academic and Student Affairs	M&C	Dean-School of Workforce Development	4-3-17	Transfer from Associate Dean of Operations
Sarah VanDeWege	Preschool	M&C	Assistant to Preschool Instructor	3-13-17	Transfer from Contingency

Separations

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Rolando Bocanegra	College Success Center	M&C	Student Success Coach	2-18-17	Separation
Deborah Nordman	Radiologic Technology	Faculty	Program Director	6-30-17	Retirement
James Peterson	Accounting & Budget Services	M&C	Executive Director of Financial Services	6-30-17	Retirement

CONGRATULATIONS ON YOUR NEW POSITION

Nicole Dekker

From: Support Professional, HR – Staff Development

To: Employee Events, Engagement & On-Boarding Coordinator, HR – Staff Development

Effective 2-27-17

Julie Lackscheide

From: Assistant Professor, Radiologic Technology

To: Program Director, Radiologic Technology

Effective: Fall 2017

Pam Miller

From: Associate Dean-Faculty Evaluation & Hiring, School of Workforce Development

To: Associate Dean of Operations, School of Workforce Development

Effective: 5-1-17

Amy Koning

From: Associate Dean of Operations, School of Workforce Development

To: Dean-School of Workforce Development
Effective: 4-3-17

Sarah VanDeWege
From: Contingency, Preschool
To: Assistant to Preschool Instructor
Effective: 3-13-17

Financial Transactions

(February 1 - 28, 2017)

1 1. Purchases \$25,000-\$100,000

a. General Fund

- 1) Purchase order change notice issued to provide books for the Learning Resource Center. Order increased \$30,000.00; from \$50,000.00 to \$80,000.00.

Requestor: Brian Beecher - Library and Learning Commons
Expenditure: \$30,000.00/\$80,000.00
Disposition: Recurring Purchase
Supplier: YPB Library Services
Atlanta, GA
Bid: No, exempt.

b. Other Special Funds

- 1) Blanket purchase order issued to provide travel related services for the Study Abroad Costa Rica trip of August 16 – 25, 2017.

Requestor: Michael Schavey – Study Abroad
Expenditure: \$25,000.00 (15-2359)
Disposition: New Purchase
Supplier: Antor Travel
Rockford, MI
Source of Funds: Designated Fund
Bid: No, exempt.

- 2) Purchase order issued to provide furniture for the Music Center renovation.

Requestor: Jim Vandokkumburg - Facilities
Expenditure: \$31,461.97 (42-2822)
Disposition: Replacement Purchase
Supplier: Custer Workplace Interiors
Grand Rapids, MI
Source of Funds: Plant Fund
Bid: Yes, RFQ #1617-1341.

- 3) Purchase order issued to provide furniture for the Music Center renovation.
Requestor: Jim Vandokkumburg - Facilities
Expenditure: \$33,318.02 (42-2822)
Disposition: Replacement Purchase
Supplier: Interphase
Grand Rapids, MI
Source of Funds: Plant Fund
Bid: Yes, RFQ #1617-1341.
- 4) Purchase order issued to provide Lincoln welders for the Tassell MTEC welding labs.
Requestor: Jeff Danner/Amy Koning – Workforce Development
Expenditure: \$48,165.80 (51-2821)
Disposition: Replacement Purchase
Supplier: Purity Cylinder Gases
Grand Rapids, MI
Source of Funds: Perkins Grant
Bid: Yes, RFQ #1617-2327D.
- 5) Purchase order issued to provide reimbursement for Onboarding & Training program for Farmers Insurance employees.
Requestor: Julie Parks – Workforce Development
Expenditure: \$54,916.66 (51-2271)
Disposition: N/A
Supplier: Foremost Insurance
Caledonia, MI
Source of Funds: Michigan New Jobs Training Grant
Bid: No, single source.
- 6) Purchase order issued to provide reimbursement for Onboarding & Training program for Farmers Insurance employees.
Requestor: Julie Parks – Workforce Development
Expenditure: \$60,711.16 (51-2271)
Disposition: N/A
Supplier: Foremost Insurance
Caledonia, MI
Source of Funds: Michigan New Jobs Training Grant
Bid: No, single source.
- 7) Purchase order issued to provide furniture for the Music Center renovation.
Requestor: Jim Vandokkumburg - Facilities
Expenditure: \$62,972.22 (42-2822)
Disposition: Replacement Purchase
Supplier: MarxModa
Grand Rapids, MI
Source of Funds: Plant Fund

Bid: Yes, RFQ #1617-1341.

- 8) Purchase order issued to provide additional licensing and technical support as required for Oracle Amendment Eight.

Requestor: David Anderson – Information Technology

Expenditure: \$80,703.00 (42-2822)

Disposition: New Purchase

Supplier: Oracle American Inc.

Dallas, TX

Source of Funds: Plant Fund

Bid: No, proprietary, sole source.

Motion by Trustee Bruinsma, supported by Trustee Bristol to approve consent items as presented. Motion carries 6-0.

VI. ACTION ITEMS

L. Purchases over \$100,000

a. General Fund

No purchases to report for February 2017.

b. Other Special Funds

- 1) Request permission to issue purchase order to provide multi-media equipment for the Music Building renovation.

Requestor:	Mark Vogel – Media Technologies
Expenditure:	\$146,328.00 (42-2822)
Disposition:	New & Replacement Purchase
Supplier:	Tele-Systems
	Ann Arbor, MI
Source of Funds:	Plant Fund
Bid:	Yes, RFQ #1516-12016A-1.

ACCOUNTS:

11 – General Fund
14 – Auxiliary Fund
15 – Designated Fund
42 – Bonds, Plant Fund
51 – Grants
91 – Agency Funds

KEY:

* MBE
** WBE
*** M/WBE
****MLBE
- Non Responsive Bid
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.

Motion by Trustee Bailey, supported by Trustee Bristol to approve consent items as presented. Motion carries 6-0.

O. Tuition Rates 2017-18

Motion by Trustee Bailey, supported by Trustee Brame to approve consent items as presented. Motion carries 5-0 support; Trustee Bristol did not support motion.

VII. OPEN COMMENT

- None at this time.

VIII. FINAL BOARD COMMENTS

Trustee Bleke, said he supported the tuition increase but does understand Trustee Bristol's concerns along with concerns Trustee Stewart has expressed at previous meeting, therefore the Board would be remised if they did not discuss additional support for those students that are struggling. He suggested that the Board work with staff to come up with creative ideas of support but in order to do so, data would be needed in order to identify what areas students are struggling in.

Chairperson Koetje, stated as an institution that is willing to serve anyone, additional conversation in regards to how we can better support students is important.

IX. ADJOURNMENT

- Adjourned at 4:38 PM