

PROCEEDINGS
OF
GRAND RAPIDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
OFFICIAL
REGULAR MEETING
BOARD CHAMBERS

MONDAY, SEPTEMBER 17, 2018

I. ORDER OF BUSINESS

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

Present: Bailey, Bristol, Brunisma, Brame, Sanchez, Stewart, Koetje– 7

Absent: None

B. Introduction of Guests

Trustee Brame introduced Joe Gomez from Cascade Engineering. Mr. Gomez thanked Dr. Pink and the institution for support of the Young Professionals of Color Conference.

C. Review and Approval of Agenda

- Motion made by Trustee Bailey, seconded by Trustee Bruinsma to approve the agenda as presented. Motion carries. 7-0

D. Open Comments

- None at this time.

E. Special Order of Business

- Lisa Freiburger presented the 2018 Local Strategic Value Resolution. Motion made by Trustee Brunisma, seconded by Trustee Bristol to approve Local Strategic Value Resolution as presented. Motion carries. 7-0
- Lisa Freiburger presented two Michigan New Jobs Training Agreement with JR Automation & Agroure Inc.. Motion by Trustee Sanchez, seconded by Trustee Bailey to approve agreements as presented. Motion carries. 7-0

II. MONITORING REPORTS

F. Report (s)

- Executive Limitations, Treatment of People – Presented by Cathy Kubiak
- Finance Update – Presented by Lisa Freiburger

III. UPDATES

- G. Student Alliance Report - None at this time.
- H. Foundation Update –Kathy Mullins presented an update. Lisa Dopke presented the Grants Annual Report.
- I. Board Chair Update – None at this time.
- J. President’s Report – Dr. Pink recognized Mansfield Matthewson and the Purchasing team as they were recognized with the Diversity Champion Award from Corp! Magazine. He also asked Jim VanDokkenburg to speak to the Music Building receiving a Silver LEED award. Dr. Pink reminded the group that the first and second week of October the candidates for the Chief Equity and Inclusion Officer will be on campus. He thanked Dr. Teresa Neal for her 40 plus years at GRPS as she announced her retirement.
- 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 June 4, 2018 Board Meeting& Budget Work Session
 - Grants Listed below are the grants GRCC received from July 1, 2018 to August 31, 2018.

The **Area Agency on Aging** provided continued grant support through the **Older Americans Act** in the amount of **\$8,682**. Programming provided with this support includes the Arthritis Foundation Aquatics Program for seniors living in the West Michigan community.

Grant funds totaling **\$426,561** were received from the **U.S. Department of Education** for the continuation of the **TRIO Student Support Services** program. The Student Support Services program promotes learning, personal development, and retention among traditionally under-represented or under-prepared students to facilitate their persistence at GRCC and eventual transfer to a 4-year institution.

PERSONNEL REPORT

(Includes in-process transactions through 9-11-18)

Appointments

Name	Department	Employee Group	Position	Effective Date	Notes
Katherine Pena	CIS/MANU/ Applied/MADD	APSS	Support Professional	5/21/2018	New to College

Delicia Wilondja	Human Resources	APSS	Support Professional	5/21/2018	Transfer from: Support Professional, Human Resources Professional Development
Lorena Aguayo-Marquez	Kellogg Community	M&C	Recruitment Specialist	5/22/2018	Transfer from: Support Professional, Adult Education
Traci Nichols	Instructional Support	APSS	Support Professional	6/8/2018	Transfer from: Contingency
Grace Blanchard	Training Solutions	APSS	Support Professional	6/19/2018	Transfer from: Contingency
Kristen Spoelman	Preschool	Faculty	ECCL Instructor	6/25/2018	Transfer from: Assistant to the Preschool Instructor
Claudia Jones	Preschool	Faculty	ECCL Instructor	6/26/2018	Transfer from: Assistant to the Preschool Instructor
Kathleen White	Preschool	Faculty	ECCL Instructor	6/27/2018	Transfer from: Assistant to the Preschool Instructor
Kanyn Doan	Student Success Center	M&C	College Success Coach	7/2/2018	New to College
Laura Kennett	School of Arts & Sciences	M&C	Interim Associate Dean of Operations	7/2/2018	Transfer from: Faculty
Jermaine Reese	Criminal Justice	M&C	Police & Corrections Academy Director	7/2/2018	Transfer from: Faculty
David Houseman	Information Technology	M&C	Application Packager	7/16/2018	Transfer from: IT Customer Support Tech

Abbey Atanasoff-Spencer	Child Development & Education	APSS	Support Professional	7/16/2018	New to College
Lydia Cruz	Human Resources	M&C	Human Resources Recruiter	7/16/2018	Transfer from: FMLA Coordinator & Adjunct Faculty
Jennifer Kelly	Human Resources	M&C	Payroll & FMLA Coordinator	7/16/2018	Transfer from: Payroll Specialist
Angie Ramirez	Human Resources	M&C	Coordinator of Adjunct Faculty & Contingency Employment	7/16/2018	Coordinator of Contingency Employment & Healthcare Reform
Elinor Cortes Figueroa	Adult Education	APSS	Support Professional	7/30/2018	Transfer from: Support Professional, Enrollment Center
Jonathan Wheeler	College Success Center	APSS	Support Professional	7/30/2018	Transfer from: Contingency
Leigh Jajuga	Communications	M&C	Web Content Manager	7/30/2018	New to College
Leann Garrison	Language & Thought and Visual Arts	APSS	Support Professional	7/30/2018	Transfer from: Contingency
James Setchfield	College Success Center	M&C	Program Support Coordinator	7/30/2018	Transfer from: Student Success Coach
Nicole Dekker	Human Resources	M&C	HRIS Specialist	8/6/2018	Transfer from: Employee Events, Engagement and On-Boarding Coordinator

Jennifer Batten	Physical Sciences	Faculty	Instructor	8/13/2018	Transfer from: Interim Associate Dean of Operations, SAS
Mandy Tomlinson	Information Technology	M&C	IT Customer Support Tech I	8/13/2018	Transfer from: Contingency
Kailee Whitcomb	Preschool	M&C	Assistant to the Preschool Instructor	8/20/2018	Transfer from: Contingency
Sydney Goebel	Preschool	M&C	Assistant to the Preschool Instructor	8/20/2018	Transfer from: Contingency
Daniel Estes	Mechanical Design	Faculty	Assistant Professor of Mechanical Design	8/23/2018	Transfer from: Adjunct
Arthur Ward	Mechanical Design	Faculty	Assistant Professor of Mechanical Design	8/23/2018	Transfer from: Adjunct
Nicole Evans	Biological Science	Faculty	Assistant Professor of Biology	8/23/2018	New to College
Jenifer Bourcier	Biological Science	Faculty	Assistant Professor of Micro Biology	8/23/2018	New to College
Teddie Buchner	Occupational Therapy	Faculty	Assistant Professor-Occupational Therapy Assistant Program/Academic Fieldwork Coordinator	8/23/2018	New to College
Lilian Daisy Henderson	Behavioral Science	Faculty	Assistant Professor of Sociology	8/23/2018	New to College
Jessica Davis	Preschool	Faculty	Assistant to the Preschool Instructor	8/27/2018	New to College

Camille Milkie	Preschool	Faculty	Assistant to the Preschool Instructor	8/27/2018	New to College
Jessie Ortiz	Facilities	CEBA	Utilities Supervisor-Evenin gs	9/4/2018	New to College
Heather Denhouter	Academic Advising & Transfer Center (AATC) & Counseling & Career Development (CCD)	APSS	Support Professional	9/4/2018	New to College

Separations

Name	Department	Employee Group	Position	Effective Date	Notes
Josiah Johnson	IT Customer Support	M&C	Application Packager	5/18/2018	Separation
Victoria Vicencio	Human Resources	APSS	Support Professional	5/24/2018	Separation
Domingo Hernandez-Go mez	Woodrick Center for Equity & Inclusion	M&C	Director	6/30/2018	Separation
Tamber Bustance	Woodrick Center for Equity & Inclusion	M&C	Diversity Development Manager	7/6/2018	Separation
Christine Coon	Human Resources Generalist	M&C	Human Resources Generalist	7/6/2018	Separation
Derek Brunn	Ford Fieldhouse	APSS	Support Professional	8/11/2018	Separation
John Cowles	Student Success & Retention	M&C	Dean	9/8/2018	Separation
Mary Lou Kersjes	Information Technology	APSS	Support Professional	9/29/2018	Retirement
Sara Yob	Training Solutions	Faculty	Professor	8/22/2018	Retirement

Ronald Graves	Financial Services	APSS	Support Professional	1/1/2019	Retirement

GRCC Employees on the Move through September 11, 2018

Please congratulate those who have moved and been promoted.

WELCOME TO GRCC

Katherine Pena
Support Professional, CIS/MANU/ Applied/MADD
Effective 5-21-2018

Kanyn Doan
College Success Coach, Student Success Center
Effective: 7/2/2018

Abbey Atanasoff-Spencer
Support Professional, Child Development & Education
Effective: 7/16/2018

Leigh Jajuga
Web Content Manager, Communications
Effective Date: 7/30/2018

Nicole Evans
Assistant Professor of Biology
Effective: 8/23/2018

Jenifer Bourcier
Assistant Professor of Micro Biology
Effective: 8/23/2018

Teddie Buchner
Assistant Professor-Occupational Therapy Assistant
Program/Academic Fieldwork Coordinator
Effective: 8/23/2018

Lilian Daisy Henderson
Assistant Professor of Sociology
Effective: 8/23/2018

Jessica Davis
Assistant to the Preschool Instructor
Effective Date: 8/27/2018

Camille Milkie
Assistant to the Preschool Instructor
Effective Date: 8/27/2018

Jessie Ortiz
Utilities Supervisor-Evenings
Effective Date: 9/4/2018

Heather Denhouter
Support Professional, Academic Advising & Transfer Center (AATC) & Counseling & Career Development (CCD)
Effective Date: 9/4/2018

CONGRATULATIONS ON YOUR NEW POSITION

Delicia Wilondja
Transfer from: Support Professional, Human Resources Professional Development
Transfer to: Administrative Assistant, Human Resources
Effective: 5-21-2018

Lorena Aguayo-Marquez
Transfer from: Support Professional, Adult Education
Transfer to: Kellogg Community Recruitment Specialist
Effective: 5/22/2018

Traci Nichols
Transfer from: Contingency
Transfer to: Support Professional, Instructional Support
Effective: 6/2018/2018

Grace Blanchard
Transfer from: Contingency
Transfer to: Support Professional, Training Solutions
Effective: 6/19/2018

Kristen Spoelman
Transfer from: Assistant to the Preschool Instructor
Transfer to: Faculty, ECCL Instructor

Effective Date: 6/25/2018

Claudia Jones
Transfer from: Assistant to the Preschool Instructor
Transfer to: Faculty, ECCL Instructor
Effective Date: 6/25/2018

Kathleen White
Transfer from: Assistant to the Preschool Instructor
Transfer to: Faculty, ECCL Instructor
Effective Date: 6/25/2018

David Houseman
Transfer from: IT Customer Support Tech
Transfer to: Application Packager, IT
Effective Date: 7/16/2018

Leann Garrison
Transfer from: Contingency
Transfer to: Support Professional, Language & Thought and Visual Arts
Effective date: 7/30/2018

Elinor Cortes Figueroa
Transfer from: Support Professional, Enrollment Center
Transfer to: Support Professional, Adult Education
Effective date: 7/30/2018

Jermaine Reese
Transfer from: Faculty
Transfer to: Police & Corrections Academy Criminal Justice
Effective: 7/2/2018

Laura Kennett
Transfer from: Faculty
Transfer to: Interim Associate Dean of Operations, School of Arts & Sciences
Effective: 7/2/2018

Lydia Cruz
Transfer from: FMLA Coordinator & Adjunct Faculty
Transfer to: Human Resources Recruiter
Effective: 7/16/2018

Jennifer Kelly
Transfer from: Payroll Specialist
Transfer to: Payroll & FMLA Coordinator
Effective: 7/16/2018

Angie Ramirez
Transfer from: Coordinator of Contingency Employment & Healthcare Reform
Transfer to: Coordinator of Adjunct Faculty & Contingency Employment

Effective: 7/16/2018

Jonathan Wheeler
Transfer from: Contingency
Transfer to: Support Professional, College Success Center
Effective date: 7/30/2018

James Setchfield
Transfer from: Student Success Coach
Transfer to: Program Support Coordinator, College Success Center
Effective Date: 7/30/2018

Nicole Dekker
Transfer from: Employee Events, Engagement and On-Boarding Coordinator
Transfer to: HRIS Specialist, Human Resources
Effective: 8/6/2018

Jennifer Batten
Transfer from: Interim Associate Dean of Operations, SAS
Transfer to: Faculty, Physical Sciences
Effective Date: 8/13/2018

Mandy Tomlinson
Transfer from: Contingency
Transfer to: IT Customer Support Tech I
Effective Date: 8/13/2018

Kailee Whitcomb
Transfer from: Contingency
Transfer to: Assistant to the Preschool Instructor
Effective Date: 8/20/2018

Sydney Goebel
Transfer from: Contingency
Transfer to: Assistant to the Preschool Instructor
Effective Date: 8/20/2018

Daniel Estes
Transfer from: Adjunct
Transfer to: Assistant Professor of Mechanical Design
Effective: 8/23/2018

Arthur Ward
Transfer from: Adjunct
Transfer to: Assistant Professor of Mechanical Design
Effective: 8/23/2018

THANK YOU FOR YOUR SERVICE

Domingo Hernandez-Gomez
Director, Woodrick Center for Equity & Inclusion
Effective Date: 6/30/2018

Tamber Bustance
Diversity Development Manager, Woodrick Center
for Equity & Inclusion
Effective Date: 7/6/2018

Christine Coon
Human Resources Generalist
Effective Date: 7/6/2018

Derek Brunn
Support Professional, Ford Fieldhouse
Effective Date: 8/11/2018

John Cowles
Dean, Student Success & Retention
Effective: 9/8/2018

Matthew Coullard
Coordinator of Graphic Services, Communications
Effective: 9/8/2018

Sara Yob
Professor, Training Solutions
Effective: 8/22/2018

Mary Lou Kersjes
Support Professional, Information Technology
Effective Date: 9/29/2018

Judith Larsen
Director, Grants and Resource Development
Effective Date: 10/13/2018

Ronald Graves
Support Professional, Financial Services
Effective: 1/1/19

Financial Transactions
(August 1 - 31, 2018)

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

a. General Fund

No purchases for August 2018.

b. Other Special Funds

- 1) Purchase order issued to provide emergency repair for a water main break at the Tassell MTEC.

Requestor: Jim VanDokkumburg
Expenditure: \$27,021.00 (2822-42)
Disposition: Emergency Purchase
Supplier: Alternative Mechanical ****
 Grand Rapids, MI

Source of Funds: Plant Fund
 Bid: Yes, RFP 1415-6197I, previously reported.

- 2) Purchase order issued to reimbursement to the Ottawa Area Intermediate School District for America's Promise Grant - CNA (Certified Nursing Assistant) training.

Requestor: Julie Parks – Workforce Development
Expenditure: \$35,500.00 (2585-51)
Disposition: Recurring Purchase
Supplier: Ottawa Area Intermediate School District
 Holland, MI

Source of Funds: America's Promise Grant
 Bid: No, sole source.

**GRAND RAPIDS COMMUNITY COLLEGE
2018-2019 GENERAL OPERATING FUND BUDGET REPORT
FOR THE PERIOD ENDED AUGUST 31, 2018**

GENERAL OPERATING	ADOPTED BUDGET	2018/2019 ACTUAL 8/31/2018	PERCENTAGE
REVENUE:			
TUITION	44,359,564	22,426,775	50.56%
FEES	6,779,940	3,029,500	44.68%
PROPERTY TAX	32,328,068	9,011,673	27.88%
STATE AID	26,533,972	54,810	0.21%
INTEREST	400,000	-	0.00%
MISCELLANEOUS	1,864,891	10,170	0.55%
TOTAL REVENUE	112,266,435	34,532,928	30.76%
EXPENSE:			
SALARIES:			
INSTRUCTION	32,126,449	1,164,574	3.62%
COUNSELING	1,569,548	22,405	1.43%
LIBRARIAN	555,880	24,752	4.45%
ADMINISTRATION	5,006,979	676,115	13.50%
ADMINISTRATIVE SUPPORT	1,249,868	127,334	10.19%
TECHNICAL SUPPORT	8,223,331	933,990	11.36%
SECRETARIAL	4,702,227	479,137	10.19%
BLDG OPERATIONS	4,177,246	464,872	11.13%
STUDENT ASSISTANT	1,293,964	139,805	10.80%
EST SAVINGS ON OPEN POSITIONS	(500,000)		
TOTAL SALARIES	58,405,492	4,032,984	6.91%
NON-SALARY:			
FRINGE BENEFITS	33,246,800	2,051,673	6.17%
CONTRACTED SERVICE	4,709,296	765,774	16.26%
SUPPLIES & REPAIRS	4,975,218	405,530	8.15%
UTILITIES & RENT	3,945,000	381,948	9.68%
TRANSFERS	2,306,966	0	0.00%
OTHER COSTS	3,045,304	203,265	6.67%
EQUIPMENT	275,063	7,490	2.72%
CONTINGENCY	280,000	-	0.00%
EST SAVINGS ON CONTROLLABLES	(500,000)		
TOTAL NON-SALARY	52,283,647	3,815,680	7.30%
TOTAL EXPENSE	110,689,139	7,848,664	7.09%
NET REVENUE (EXPENSE)	1,577,295	26,684,264	

GRAND RAPIDS COMMUNITY COLLEGE
 2018-2019 GENERAL OPERATING FUND BUDGET REPORT
 FOR THE PERIOD ENDED AUGUST 31, 2018

	MONTHLY ACTIVITY 7/1/18 - 8/31/18	MONTHLY ACTIVITY 7/1/17 - 8/31/17	YEAR-TO- DATE 08/31/18	YEAR-TO- DATE 08/31/17
REVENUE:				
TUITION	22,426,775	23,236,160	22,426,775	23,236,160
FEES	3,029,500	3,254,850	3,029,500	3,254,850
PROPERTY TAX	9,011,673	9,504,054	9,011,673	9,504,054
STATE AID	54,810	-	54,810	-
INTEREST	-	-	-	-
MISCELLANEOUS	10,170	94,933	10,170	94,933
TOTAL REVENUE	34,532,928	36,089,996	34,532,928	36,089,996
EXPENSE:				
SALARIES:				
INSTRUCTION	1,164,574	1,256,972	1,164,574	1,256,972
COUNSELING	22,405	13,138	22,405	13,138
LIBRARIAN	24,752	10,407	24,752	10,407
ADMINISTRATION	676,115	680,016	676,115	680,016
ADMINISTRATIVE SUPPORT	127,334	143,211	127,334	143,211
TECHNICAL SUPPORT	933,990	1,036,200	933,990	1,036,200
SECRETARIAL	479,137	512,667	479,137	512,667
BLDG OPERATIONS	464,872	457,677	464,872	457,677
STUDENT ASSISTANT	139,805	157,158	139,805	157,158
TOTAL SALARIES	4,032,984	4,267,447	4,032,984	4,267,447
NON-SALARY:				
FRINGE BENEFITS	2,051,673	1,535,058	2,051,673	1,535,058
CONTRACTED SERVICES	765,774	743,981	765,774	743,981
SUPPLIES & REPAIRS	405,530	452,913	405,530	452,913
UTILITIES & RENT	381,948	375,620	381,948	375,620
TRANSFERS	-	28,424	-	28,424
OTHER COSTS	203,265	211,163	203,265	211,163
EQUIPMENT	7,490	17,526	7,490	17,526
CONTINGENCY	-	-	-	-
TOTAL NON-SALARY	3,815,680	3,364,687	3,815,680	3,364,687
TOTAL EXPENSE	7,848,664	7,632,133	7,848,664	7,632,133
NET REVENUE (EXPENSE)	26,684,264	28,457,862	26,684,264	28,457,862

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GRAND RAPIDS COMMUNITY COLLEGE
 BUILDING & SITE FUND - GENERAL
 FOR PERIOD ENDED Aug 31, 2018

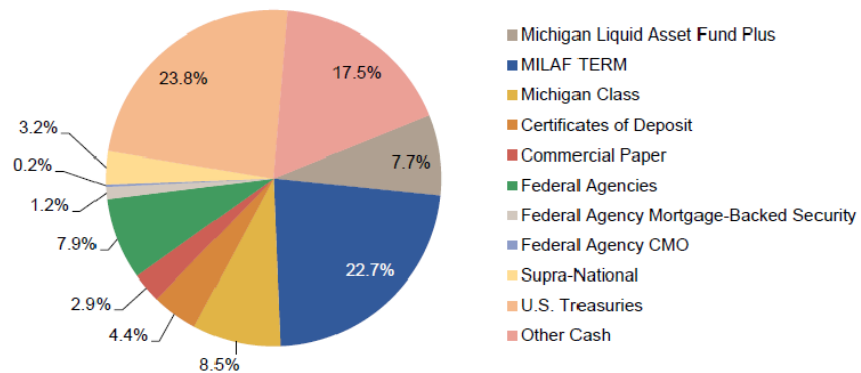
	ADOPTED BUDGET	ACTUAL 8/31/18	PERCENTAGE
REVENUE:			
PROPERTY TAXES	8,519,000	2,402,315	28.20%
TRANSFER FROM GENERAL FUND	1,875,000	0	0.00%
DONATIONS	3,550,000	0	0.00%
FACILITIES FEE	2,079,000	1,112,110	53.49%
TOTAL REVENUE	16,023,000	3,514,425	21.93%
EXPENSES:			
MAINTENANCE & OTHER	2,508,000	512,180	20.44%
FIELDHOUSE RENOVATIONS	5,100,000	363,903	7.14%
ATC RENOVATION	5,367,250	0	0.00%
DOORS/POS Project	1,583,250	0	0.00%
MABLE-ENGLE	2,500,000	0	0.00%
LETTINGA	1,500,000	0	0.00%
PRESCHOOL BUILDING	50,000	8,483	16.97%
TRANSFERS TO DEBT FUND	7,386,258	0	0.00%
TOTAL EXPENSES	26,002,758	884,566	3.40%
NET REVENUE (EXPENSE)	(9,979,758)	2,629,859	

PLANT FUND - DEBT RETIREMENT FUND
2018-2019 BUDGET

	2018/19 BUDGET	2018/19 ACTUAL 8/31/2018
REVENUE		
TRANSFER FROM PLANT - FACILITIES FEE	1,986,568	0
TRANSFER FROM PLANT - GENERAL	5,399,690	0
TOTAL REVENUE	<u>7,386,258</u>	<u>0</u>
EXPENSE		
2009 ISSUE		
PRINCIPAL	600,000	0
INTEREST	517,263	0
OTHER EXPENSE	750	0
TOTAL EXPENSE	<u>1,118,013</u>	<u>0</u>
2012 ISSUE - REFUNDING		
PRINCIPAL	505,000	0
INTEREST	73,006	0
OTHER EXPENSE	100	0
TOTAL EXPENSE	<u>578,106</u>	<u>0</u>
2012 ISSUE - FACILITIES		
PRINCIPAL	1,100,000	0
INTEREST	886,468	0
OTHER EXPENSE	0	0
TOTAL EXPENSE	<u>1,986,468</u>	<u>0</u>
2013 ISSUE		
PRINCIPAL	535,000	0
INTEREST	53,600	0
OTHER EXPENSE	450	0
TOTAL EXPENSE	<u>589,050</u>	<u>0</u>
2016 ISSUE - 2006 REFUNDING		
PRINCIPAL	1,615,000	0
INTEREST	16,958	0
OTHER EXPENSE	0	0
TOTAL EXPENSE	<u>1,631,958</u>	<u>0</u>
2018 ISSUE - 2008 REFUNDING		
PRINCIPAL	1,370,000	0
INTEREST	132,322	0
OTHER EXPENSE	500	0
TOTAL EXPENSE	<u>1,502,822</u>	<u>0</u>
GRAND TOTAL EXPENSE	<u>7,406,416</u>	<u>0</u>

**Grand Rapids Community College
Aggregate Cash and Investments
As of August 31, 2018**

Security Type	Market Value	% of Total
Michigan Liquid Asset Fund Plus	\$6,126,934	7.7%
MILAF TERM	\$18,000,000	22.7%
Michigan Class	\$6,722,894	8.5%
Certificates of Deposit	\$3,503,666	4.4%
Commercial Paper	\$2,281,796	2.9%
Federal Agencies	\$6,254,713	7.9%
Federal Agency Mortgage-Backed Security	\$934,378	1.2%
Federal Agency CMO	\$183,687	0.2%
Supra-National	\$2,498,444	3.2%
U.S. Treasuries	\$18,821,215	23.8%
Other Cash	\$13,888,310	17.5%
Total	\$79,216,037	100.0%



* The above information includes all of the College's cash and investments.

PFM Asset Management LLC

Motion by Trustee Bruinsma, supported by Trustee Bristol to approve consent items as presented. Motion carries 7-0.

ACTION ITEMS

N. Purchases over \$100,000

1. No purchases for August 2018.
2. Purchases over \$100,000 Previously Approved in June & July 2018
(Below *Information for Reporting Purposes Only*)

(June 1 - 30, 2018)

- 1) Request permission to issue emergency purchase order change notice to provide Ransom Street steam pipe repair. Order increased \$104,563; from \$50,000 to \$154,563.

Requestor:	Jim Vandokkumburg - Facilities
Expenditure:	\$104,563.00/\$154,563.00
Disposition:	Emergency Purchase
Supplier:	Andy J. Egan Company
	Grand Rapids, MI
Bid:	No, emergency purchase.

- 2) Request permission to issue purchase order issued to provide Blackboard Learning Core Package 2018 (enterprise course management system).

Requestor:	Jeffery Vanderveen – Information Technology
Expenditure:	\$160,394.85
Disposition:	Recurring Purchase
Supplier:	Blackboard
	Portland, OR
Bid:	No, sole source proprietary purchase.

- 1) Request permission to issue blanket purchase order for 2018/19 Sneden Shuttle, providing student transportation from DeVos campus to Main campus.

Requestor:	Victoria Janowiak – Operational Planning
Expenditure:	\$115,000.00 (14-2271)
Disposition:	Recurring Purchase
Suppliers:	Interurban Transit Partnership
	Grand Rapids, MI
Source of Funds:	Auxiliary Fund
Bid:	No, single source.

- 2) Request permission to issue purchase order to provide exercise equipment for the newly renovated Ford Fieldhouse.

Requestor:	Victoria Janowiak – Operational Planning
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Expenditure: \$172,610.40 (15-2823)
Disposition: Replacement Purchase
Suppliers: Commercial Fitness
 Grand Rapids, MI
 Source of Funds: Designated Fund
 Bid: No, single source.

- 3) Request permission to issue purchase order to provide payment for West Michigan Works activities (18-19).

Requestor: Julie Parks – Workforce Development
Expenditure: \$571,983.30 (51-2271)
Disposition: Recurring Purchase
Suppliers: West Michigan Works
 Grand Rapids, MI
 Source of Funds: America's Promise Grant
 Bid: No, sole source.

(July 1 - 31, 2018)

- 1) Request permission to issue blanket purchase order to provide 2018/19 student bus passes.

Requestor: Lina Blair – Student Life
Expenditure: \$102,000.00 (15-2359)
Disposition: Recurring Purchase
Suppliers: Interurban Transit Partnership
 Grand Rapids, MI
 Source of Funds: Designated Fund
 Bid: No, single source.

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 Sanchez to approve action items as presented. Motion carries 7-0.

VII. OPEN COMMENT

- None at this time.

VIII. FINAL BOARD COMMENTS

Trustee Brunimas reminded the group that it was Constitution Day and to remember how important it is that government is to education.

Trustee Sanchez shared the great experience he had while attending the Student Leadership Conference.

IX. ADJOURNMENT

The Board adjourned at 5:15 p.m.