PROCEEDINGS

OF

GRAND RAPIDS COMMUNITY COLLEGE

BOARD OF TRUSTEES

OFFICIAL

REGULAR MEETING
BOARD CHAMBERS

MONDAY, DECEMBER 12, 2016

I. ORDER OF BUSINESS

Meeting called to order at 4:15 p.m., Bert Bleke in the chair.

A. Present: Bailey, Bristol, James, Koetje, Verburg, Stewart, Bleke – 7

B. Introduction of Guests
- President Ender introduced Tina Hoxie Dean of Students who asked the GRCC Volleyball and Cross Country teams and their coaches to stand to be recognized for their season achievements.
- Trustee Verburg recognized his wife Chris Verbur and thanked her for her support over the last 19 years while he has served on the board.

C. Review and Approval of Agenda to include additions, deletions, or corrections.
- Motion by Trustee James, seconded by Trustee Bailey to add faculty contract under action items. Motion carries 7-0.

D. Open Comments
- Steve Walters an adjunct English faculty member asked the board to not approve the faculty contract as he feels the contract does not value current adjuncts as many will be getting a decrease in wages.

E. Special Order of Business (New Business)
- Chair Bleke opened the Public Hearing on Summer Property Tax Collection there were not comments.
- Lisa Freiburger presented the Summer Property Tax Collection Resolution. Motion by Trustee Bailey, seconded by Trustee Bristol to approve the resolution as presented. Motion carries 7-0.

II. MONITORING REPORTS

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

III. UPDATES

G. Student Report – None at this time.

H. Foundation Update – None at this time.

I. Board Chair Report – None at this time.

J. President's Update – Dr. Ender said he missed the November board meeting only to come back and find that a new President had been elected, he congratulated Dr. Pink.

K. Faculty Association Update – Frank Conner spoke to the purposed faculty contract the board would be voting on, stating that adjunct faculty are important to the Faculty Association and stated that over the next three years the faculty leadership will be looking at ways that adjunct faculty can be compensated in the next contract.

IV. COMMUNITY CONNECTIONS

L. Communications to the Board – Trustee Bristol read Thank You notes that were sent to the board from scholarship recipients.

V. CONSENT ITEMS

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

- Minutes from November 21, 2016 Board Meeting
- Grants Received by GRCC November 1, 2016 to November 30, 2016.
  - GRCC was awarded an **America's Promise Job Driven Grant** by the **U.S. Department of Labor** in the amount of **$6,000,000**. H-1B funding will support the creation and expansion of innovative regional and sector partnerships between community colleges and other training providers, employers, and the public workforce system to create more dynamic, tuition-free education and training programs for in-demand middle and high-skilled jobs across the country. The focus of GRCC's program is healthcare occupations.

  - The **Michigan Department of Education** awarded a grant of **$120,000** for the continuation of the **WIOA Core Programs FY 2016-2017**. This grant supports the English as a Second Language (ESL) programming offered at the Tassell M-TEC.

PERSONNEL REPORT

(Includes in-process transactions through 12-5-16)

Appointments

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES

Victoria Vicencio	Human Resources	APSS	Support Professional	12-5-16	New to College
Kristina Cox	Human Resources	APSS	Support Professional	12-19-16	New to College

Separations

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Brian Moore	It Customer Support	Meet & Confer	Support Tech Level 1	12-5-16	Separation
Step hen Barton	Performing Arts	Faculty	Assistant Professor	12-31-16	Separation

FINANCIAL TRANSACTIONS

(November 1 - 30, 2016)

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

1) Purchase order issued to provide payment for the RN Live NCLEX (National Council Licensure Examination for Registered Nurses) review.
   Requestor: **Michelle Richter - Nursing**
   Expenditure: **$12,000.00**
   Disposition: **New Purchase**
   Supplier: **Hurst Review Services****
   Brookhaven, MI
   Bid: No, single source.

2) Purchase order issued to provide Griffins Corporate Sponsorship Package for student recruitment.
   Requestor: **Leah Nixon - Communications**
   Expenditure: **$14,950.00**
   Disposition: **Recurring Purchase**
   Supplier: **Grand Rapids Griffins**
   Grand Rapids, MI
   Bid: No, single source.

3) Purchase order issued to provide microscopes for the general biology laboratory (Meijer/GVSU location).
   Requestor: **Jan Colvin – Biological Sciences**
   Expenditure: **$17,964.00**

Disposition: **New Purchase**
Supplier: **Benz Microscope Optics Center**
Ann Arbor, MI
Bid: No, single source.

4) Purchase order issued to provide Gideon/Taylor eForms to allow automated integration of forms with the PeopleSoft application.
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 lunches for preschool students – 10/1 – 12/31/16.
Requestor: **Rebecca Brinks – Child Development**
Expenditure: **$13,000.00 (51-2311)**
Disposition: **Recurring Purchase**
Supplier: **Simply Gooder Catering**
Grand Rapids, MI
Source of Funds: Child Care Food Program Grant
Bid: Yes, RFP 1213-6194, previously reported.

2) Purchase order change notice issued to provide custodial supplies and equipment for the Phyllis Fratzke Early Childhood Learning Laboratory.
Requestor: **Jim Vandokkumburg - Facilities**
Expenditure: **$17,720.66 (42-2822)**
Disposition: **New Purchase**
Supplier: **PB Gast****
Grand Rapids, MI
Source of Funds: Plant Fund
Bid: Yes, RFQ #1213-11049, previously reported.

3) Blanket purchase order change notice issued to provide interpreting services for students under ADA (American Disabilities Act). Order increased $20,000; from $20,000 to $40,000.

Requestor: **Sarah Rose – Occupational Support**
Expenditure: **$20,000.00/40,000.00 (51-2109)**
Disposition: **Recurring Purchase**
Supplier: **Deaf & Hard of Hearing Services**
Grand Rapids, MI
Source of Funds: Special Populations Grant
Bid: No, single source.

4) Purchase order issued to provide Cisco catalyst switches and wireless access points for the Phyllis Fratzke Early Childhood Learning Laboratory.
Requestor: **Donovan Wallace – Information Technology**
Expenditure: **$21,568.50 (42-2822)**
Disposition: **New Purchase**
Supplier: **Presidio Infrastructure Solutions**
Troy, MI
Source of Funds: Plant Fund
Bid: Yes, RFP 1415-5226, previously reported.

5) Purchase order issued to provide funds for administrator training, timing model and travel expenses for (4) Pridgeon and Clay employees.
Requestor: **Julie Parks – Workforce Development**
Expenditure: **$25,250.00 (51-2271)**
Disposition: **N/A**
Supplier: **Scientific Management Techniques**
Merrimack, NH
Source of Funds: Michigan New Jobs Training Grant
Bid: No, single source.

6) 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.

7) Purchase order issued to provide a Caterpillar Skid Steer Loader for the Facilities Department.
Requestor: **Jim VanDokkumburg - Facilities**
Expenditure: **$46,545.00 (42-2330)**
Disposition: **Replacement Purchase**
Supplier: **MacAllister Machinery/Michigan CAT**
Grand Rapids, MI

Source of Funds: Plant Fund
Bid: No, MiDEAL (071B1300092) consortium purchase.

8) Purchase order issued to provide emergency structural repairs to the south exterior Student Center bridge.

Requestor: **Jim Vandokkumburg - Facilities**
Expenditure: **$58,665.00 (14-2331)**
Disposition: **Construction Purchase**
Supplier: **Midwest Building Maintenance, LLC ****
Grand Rapids, MI
Source of Funds: Auxiliary Fund
Bid: Yes, RFP #1617-11067.

9) Purchase order issued to provide payment for Craft Brewer Conference registration, training, lodging and travel expenses for (26) participants.

Requestor: **Julie Parks – Workforce Development**
Expenditure: **$65,544.65 (51-2271)**
Disposition: **N/A**
Supplier: **Founders Brewing Company**
Grand Rapids, MI
Source of Funds: Michigan New Jobs Training Grant
Bid: No, single source.

Motion was made by Trustee James, second by Trustee Koetje to approve consent items as presented. Motion carries 7-0.

ACTION ITEMS

N. **Purchases over $100,000 (ACTION ITEMS)**

a. General Fund

No purchases for November 2016.

b. Other Special Funds

No purchases for November 2016.

O. Faculty Contract

Chairperson Bleke called for motion and roll call vote to approve the contract as presented. Motion carried 7-0.

VIII. FINAL BOARD COMMENTS

- Trustee Koetje, Thanked both Trustee Verburg and James for their support and service. He went on to say that he along with the community will continue to benefit from their service and they will be missed.
- Trustee Bristol, thanked Trustee James for her contributions to the Board and community. She went on to thank Trustee Verburg for being her "board buddy" attending on campus events and conferences together. Trustee Bristol also thanked Chris Verburg for allowing Trustee Verburg to serve on the Board for almost 20 years.
- Trustee Stewart, said he has learned so much from both Trustee James and Verburg about the community and himself. He feels the board will be continue to be guided by their wisdom stating "we will stand on your shoulders". Trustee Stewart thanked Chairperson Bleke for his "knock-out" job leading the board as it is always with thoroughness and fairness. He thanked Dr. Ender for his work in Lansing around the bill that will allow community colleges to annex territory that was noncontiguous to the colleges district, going on to say this is one of the many benefits that he has worked on that will benefit the college for years to come.
- Trustee Bailey, congratulated the volleyball and cross country teams and their coaches for their season success as this is an incredible gift for not only them but the institution as well. She also shared how impress she was after meeting with Achieving the Dream coaches when they were on campus for a review as the commitment to student success was front and center. Trustee Bailey thanked both faculty and admin negotiating teams for their hard work around the faculty contract. She also said that Trustee James, Trustee Verburg and his wife Chris will be missed and welcomed new trustees Kenyatta Brame and Kathleen Bruinsma.
- Trustee Verburg, Thanked his wife Chris, the students and community for their support along with the three founding members Trustee James, Terri Handlin and Jan Maggini for their guidance. He also thanked faculty and staff for making his service interesting and fulfilling.
- -Trustee James, said she was happy and sad as she closes another chapter of her life. She went to say that open access has been her mission and it was an honor to serve. She expressed her

heartfelt thanks to the KISD community for electing her over the past 25 years and how proud she was as the institution continues to provide oppourunities for all students. Trustee James thanked the three executive assistants she has worked with, Fran Pepper, Kathy Mullins, and Misty McClure-Anderson along with Karen Ender for being a friend. She said she felt blessed to be part of naming Dr. Bill Pink as the next president and proud of the GRCC faculty and staff for doing the best job possible for students.

- Chair Bleke, said "well done" to both Trustee James and Verburg as there are many hours of work that the public doesn't realize goes into work of a trustee and their concern for the institution and students. He also thanked the faculty and admin negotiating teams and said he believes this is a fair contract, also making mention of the noncontinguous agreement and what a big difference this can make.

VIII. ADJOURNMENT

Adjourned – 5:22 PM