PROCEEDINGS

OF

GRAND RAPIDS COMMUNITY COLLEGE

BOARD OF TRUSTEES

OFFICIAL

REGULAR MEETING
BOARD CHAMBERS

MONDAY, OCTOBER 17, 2016

I. ORDER OF BUSINESS

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

Present: Bailey, Bristol, James, Koetje, Stewart, Verburg, & Bleke - 7

B. Introduction of Guests
- None

C. Review and Approval of Agenda
- Motion made by Chairperson Bleke to add Police Contract under action items and approve agenda, supported by Trustee James to add item and approve the agenda. Motion carries. 7-0

D. Open Comments
- None at this time.

E. Special Order of Business
- 2015/16 Annual Audit was presented by Plante Moran.
  - Motion by Trustee Bailey, supported by Trustee Koetje to accept the audit as presented. Motion carries 7-0.

II. MONITORING REPORTS

F. Report (s)
- Student Success Pathways Report – presented by John Cowles, Raynard Ross, and Tamber Bustance.

III. UPDATES

G. Student Report
- Student Alliance Update – presented by Jose Garcia.

H. Foundation Update
- None at this time.

I. Board Chair Update
- Chairperson Bleke thanked the Presidential Screening Committee for all their work as they have completed eight interviews with semifinalists, moving four candidates as finalists. Interviews for finalists will take place the week of November 14th, 2016.

J. President's Report
- Nick Antonakis presented an Academic Governing Council (AGC) Update.
- Dr. Ender shared with the audience that at the September 21st Board retreat the annual Local Strategic Value was presented and approved.

K. Faculty Association Update
- Frank Conner addressed the Board on behalf of the Faculty Association in regards to providing a safe place for all students to achieve.

IV. COMMUNITY CONNECTIONS

L. Communications to the Board
- None.

V. CONSENT ITEMS

M. Minutes of previous meetings, Grant Awards/Requests, Personnel Transactions, & Financial Transactions
- Minutes from September 12, 2016 Board Meeting & September 21st 2016, Retreat
- Grants GRCC received from September 1, 2016 to September 30, 2016
  - Grant funds totaling $399,191 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.
  - A grant of $399,259 was received from the **U.S. Department of Education** for the continuation of the **TRiO Upward Bound** program. Upward Bound is a pre-college program for low-income and potential first-generation college students. Scholars of Upward Bound build academic skills that help them successfully pursue a postsecondary education.
  - A grant of $99,425 was received from the **U.S. Department of Education** for the continuation of the **Child Care Access Means Parents in School** (CCAMPIS) program. The program provides

childcare services to GRCC students who are economically disadvantaged, a single parent or guardian, a pregnant single woman, a displaced homemaker, or an individual with a disability or with limited English proficiency.

- A $40,000 grant was awarded by the **JPMorgan Chase Foundation** to support the **Healthcare and Skilled Trade Opportunity Pathway for West Michigan Minority Students** program. The project will help students develop individual education plans, build their skills, and advance beyond entry-level employment in the healthcare and skilled trades sectors.

PERSONNEL REPORT

(Includes in-process transactions through 10-1-16)

Appointments

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Benjamin Thompson	Information Technology	Meet & Confer	IT Customer Support Tech I	9-26-16	Former Temporary Employee
Kathleen Kelly	Training Solutions	APSS	Support Professional	9-26-16	New to College
Lisa Gallinari	General Counsel	Meet & Confer	Labor Relations & EO Generalist	9-26-16	New to College
Brian Beecher	Library & Learning Commons	Meet & Confer	Director, Library and Learning Commons	10-10-16	New to College

Separations

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Cindy Peterson	Facilities	CEBA	Building Manager	9-26-16	Retiring after 22 years of service
Penni Weninger	Human Resources	APSS	Support Professional	12-31-16	Retiring after 8 years, 2 months of service

GRCC Employees on the Move through October 1, 2016
Please welcome our new employees and congratulate those who have moved and been promoted.

WELCOME TO GRCC

Lisa Gallinari
Labor Relations and EO Generalist
Effective 9-26-16

Kathleen Kelly
Support Professional, Training Solutions
Effective 9-26-16

Brian Beecher
Director, Library and Learning Commons
Effective 10-10-16

CONGRATULATIONS ON YOUR NEW POSITION

Benjamin Thompson
From: Temporary Customer Support Technician
To: IT Customer Support Tech 1
Effective 9-19-16

Tina Bouchard
From: Custodian II - ATC 3rd shift
To: Head Custodian - ATC 3rd Shift
Effective 9-26-16

Bryson Dolly-McGlothin
From: Custodian II – Ford Fieldhouse, 2nd Shift
To: Head Custodian – Ford Fieldhouse, 3rd Shift
Effective 9-26-16

THANK YOU FOR YOUR SERVICE

Cindy Peterson
Building Manager
Retiring after 22 years of service
Effective 9-26-16

Penni Weninger
Support Professional, Human Resources
Retiring after 8 years, 2 months of service
Effective 12-31-16

Financial Transactions

(September 1 - 30, 2016)

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

1) Purchase order issued to provide deposit for commencement services to be held at Van Andel Arena – 4/27/17.
Requestor: **Tina Hoxie – Student Affairs**
Expenditure: **$10,000.00**
Disposition: **Recurring Purchase**
Supplier: **SMG – Van Andel Arena**
Grand Rapids, MI
Bid: No, single source.

2) Purchase order issued to renew 3D and painting software licensing for Graphics Design.
Requestor: **Kurt Meinders - Information Technology**
Expenditure: **$10,850.00**
Disposition: **Recurring Purchase**
Supplier: **Pixologic, Inc.nc.**
Los Angeles, CA
Bid: No, single source.

3) Purchase order issued to renew Blackboard Analytics licensing – 10/10/16 – 10/09/17.

Requestor: **Michael Passer – Information Technology**
Expenditure: **$12,109.07**
Disposition: **Recurring Purchase**
Supplier: **Blackboard, Inc.**
Washington, DC
Bid: No, sole source.

4) Purchase order issued to provide (32) typodonts (oral cavity model) and chair mount poles for the Dental Department.
Requestor: **Eve Sidney - Dental**
Expenditure: **$14,309.12**
Disposition: **New Purchase**
Supplier: **Kilgore International, Inc.**
Coldwater, MI
Bid: No, single source.

5) Purchase order issued to provide payment for 2016-17 AACC annual membership.
Requestor: **Misty McClure - Presidents**
Expenditure: **$14,722.00**
Disposition: **Recurring Purchase**
Supplier: **American Association of Community Colleges**
Baltimore, MD
Bid: No, sole source.

6) Purchase order issued to renewal of Degree Works maintenance agreement – 11/01/16 – 10/31/17.
Requestor: **David Anderson – Information Technology**
Expenditure: **$15,197.00**
Disposition: **Recurring Purchase**
Supplier: **Ellucian Company L.P.**
Malvern, PA
Bid: No, single source.

7) Purchase order issued to provide payment for pole line and duct system user fees – 7/1/16 – 6/30/17.
Requestor: **Donovan Wallace – Information Technology**
Expenditure: **$15,980.71**
Disposition: **Recurring Purchase**
Supplier: **City of Grand Rapids Treasurer**
Grand Rapids, MI
Bid: No, sole source.

8) Purchase order issued to provide payment for BankMobile (student refund management) annual subscription – 11/01/16 – 10/31/17.

Requestor: **Erica Brown - Cashiers**
Expenditure: **$23,875.00**
Disposition: **Recurring Purchase**
Supplier: **Customers Bank**
New Haven, CT
Bid: No, single source.

9) Blanket purchase order issued to provide SICE student dining room and kitchen uniforms.
Requestor: **Mike Kidder – Secchia Institute for Culinary Education**
Expenditure: **$44,838.00**
Disposition: **Recurring Purchase**
Supplier: **Valley City Linen**
Grand Rapids, MI
Bid: Yes, RFQ #1314-6202B, previously reported.

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

1) Purchase order issued to provide textbooks for the Medical Assistant program.
Requestor: **Julie Parks – Workforce Development**
Expenditure: **$10,070.39 (15-2311)**
Disposition: **New Purchase**
Supplier: **Lippincott, Williams & Wilkins**
Hagerstown, MD
Source of Funds: Designated Funds
Bid: No, single source.

2) Purchase order issued to provide installation and replacement of a air handling unit motor at the Student Center.
Requestor: **Jim VanDokkumburg - Facilities**
Expenditure: **$10,464.00 (42-2330)**
Disposition: **Replacement Purchase**
Supplier: **Andy J. Egan**
Grand Rapids, MI
Source of Funds: Plant Fund
Bid: No, emergency purchase.

3) Purchase order issued to provide laptop computers for the Student Center.
Requestor: **Kurt Meinders – Information technology**
Expenditure: **$14,342.00 (15-2359)**
Disposition: **New Purchase**
Supplier: **Connection.com**

Dakota Dunes, SD
Source of Funds: Designated Fund
Bid: Yes, RFP #1314-11056, previously reported.

4) Purchase order issued to provide stainless steel workbenches for the Tassell MTEC Automotive Lab.

Requestor: **Jeff Danner – Workforce Development**
Expenditure: **$16,950.12 (42-2821)**
Disposition: **New Purchase**
Supplier: **Snap-On Industrial**
Dorr, MI
Source of Funds: Plant Fund
Bid: No, single source.

5) Blanket purchase order issued to provide Pathway to Success grant consultant services.

Requestor: **Julie Parks – Workforce Development**
Expenditure: **$17,400.00 (51-2273)**
Disposition: **New Purchase**
Supplier: **Williams Group***
Grand Rapids, MI
Source of Funds: Kellogg Pathway Grant
Bid: Yes, RFP #1516-3298-1.

6) Blanket purchase order issued to provide consultant services for Title III Grant Programming.

Requestor: **Marisol Blanco – Student Success**
Expenditure: **$18,000.00 (51-2271)**
Disposition: **Recurring Purchase**
Supplier: **Paul T. Bucci, LLC**
Bethesda, MD
Source of Funds: Title III/Strengthening Institutions Program Grant
Bid: No, single source.

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7) Purchase order issued to provide water heater removal and installation services at the Wisner-Botrall Applied Technology Center.

Requestor: **Jim VanDokkumburg - Facilities**
Expenditure: **$19,912.00 (42-2330)**
Disposition: **Replacement Purchase**
Supplier: **Andy J. Egan**
Grand Rapids, MI
Source of Funds: Plant Fund
Bid: Yes, unsealed, time sensitive.

8) Blanket purchase order issued to provide printing paper for the ePrint department.

Requestor:	**Danelle Sedore - ePrint**
Expenditure:	**$20,000.00 (14-2364)**
Disposition:	**Recurring Purchase**
Supplier:	**Lindenmeyr Munroe**
	Grand Rapids, MI
Source of Funds:	Auxiliary Fund
Bid:	Yes, RFP #1516-5219, previously reported.

9) Purchase order issued to provide M & M Manufacturing/ETNA Facility Consolidation & Project Management Services.

Requestor:	**Julie Parks – Workforce Development**
Expenditure:	**$21,800.00 (42-2330)**
Disposition:	**New Purchase**
Supplier:	**Disher Design and Development**
	Zeeland, MI
Source of Funds:	Designated Fund
Bid:	No, single source.

10) Purchase order issued to provide upgrade of the Tracer System at the Lyon St. parking ramp.

Requestor:	**Jim VanDokkumburg - Facilities**
Expenditure:	**$23,145.00 (42-2330)**
Disposition:	**Replacement Purchase**
Supplier:	**Trane Commercial Systems**
	Lacrosse, WI
Source of Funds:	Plant Fund
Bid:	No, single source.

11) Purchase order issued to provide dormitory student housing for the Upward Bound Summer program.

Requestor:	**Rhondo Cooper**
Expenditure:	**$27,504.00 (51-2216)**
Disposition:	**Recurring Purchase**
Supplier:	**Aquinas College**
	Grand Rapids, MI
Source of Funds:	Upward Bound Grant
Bid:	No, single source.

12) Blanket purchase order issued to provide salary and fringe benefits for GSRP (Great Start Readiness Program) project.

Requestor:	**Rebecca Brinks - Preschool**
Expenditure:	**$47,150.99 (51-2271)**
Disposition:	**Recurring Purchase**

Supplier: **Grand Rapids Public School**
Grand Rapids, MI
Source of Funds: GSRP Grant
Bid: No, single source.

13) Purchase order issued to provide Phire Architect Licensing and maintenance agreement (PeopleSoft Implementation Control Software).
Requestor: **Michael Passer – Information Technology**
Expenditure: **$47,690.00 (42-2822)**
Disposition: **New Purchase**
Supplier: **Phire, Inc.**
McLean, VA
Source of Funds: Plant Fund
Bid: Yes, RFP1516-3305B.

14) Purchase order issued to provide multimedia equipment for the Phyllis Fratzke Early Childhood Learning Laboratory.
Requestor: **Mark Vogel – Media Technology**
Expenditure: **$56,071.00 (42-2822)**
Disposition: **New Purchase**
Supplier: **TEL Systems**
Ann Arbor, MI
Source of Funds: Plant Fund
Bid: Yes, RFP1516-312016A-1, previously reported.

15) Blanket purchase orders issued to provide printing paper and Boise paper for the ePrint department.
Requestor: **Danelle Sedore - ePrint**
Expenditure: **$70,000.00 (14-2364)**
Disposition: **Recurring Purchase**
Supplier: **Central Michigan Paper Co.**
Ada, MI
Source of Funds: Auxiliary Fund
Bid: Yes, RFP #1516-5219, previously reported.

16) Purchase order issued to provide a Bridgeport Series 1 Vertical Mill for the Wisner-Botrall Applied Technology Center Machine Tool Laboratory.
Requestor: **Jeff Danner – Workforce Development**
Expenditure: **$88,790.00 (42-2821)**
Disposition: **Replacement Purchase**
Supplier: **Production Tool Supply**
Grand Rapids, MI
Source of Funds: Plant Fund/CCSTEP Grant
Bid: Yes, RFQ #1617-8144.

17) Purchase order issued to provide a Betenbender hydraulic shear for the Tassell MTEC Welding Laboratory.

Requestor:	**Jeff Danner – Workforce Development**
Expenditure:	**$97,229.00 (42-2821)**
Disposition:	**Replacement Purchase**
Supplier:	**Elite Metal Tools**
	Zeeland, MI
Source of Funds:	Plant Fund
Bid:	Yes, RFQ #1617-8135.

Motion made by Trustee Bailey, supported by Trustee James 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 September 2016.

b. Other Special Funds

No purchases for September 2016.

ACCOUNTS:	**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.

Motion by Trustee Bailey, supported by Trustee Anderson to approve the above items as presented. Motion carries 6-0.

O. Capital Outlay Submission

- The annual capital outlay submission was presented by Vicki Janowiak. Motion by Trustee James, supported by Trustee Bailey to approve the annual capital outlay submission as presented. Motion carries 7-0.

VII. OPEN COMMENT

- Several LGBTQ students and community members spoke in response to Trustee Stewart's comments that he made at the September Board meeting.

VIII. FINAL BOARD COMMENTS

- Trustee James – thanked all those that presented along with Frank Conner for his comments. She encouraged the community to attend presidential interviews that will be held the week of November 14th. Trustee James thanked the students for speaking as she feels it is good to hear firsthand from students.
- Trustee Koetje – said that tonight's meeting reminded him of the importance to be a listening and learning community.
- Trustee Verburg – felt the 5-year Capital Outlay told the story of the College.
- Trustee Stewart – thanked all presenters for the good work being done around student success. He stated he was "moved" after listening to the students speak and thanked them.
- Trustee Bailey – said the reports were great as everyone that spoke are interested in creating an environment and climate where all students can be successful.
- Chairperson Bleke – also thanked the presenters, going on to thank the Presidential Screening Committee for all their work as all 26 members were fully engagement throughout the process. He thanked all the students and community members for speaking stating they were professional, very studied and thoughtful.

IX. ADJOURNMENT

The Board adjourned at 6:41 p.m.

No further business was discussed.

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Secretary