PROCEEDINGS

OF

GRAND RAPIDS COMMUNITY COLLEGE

BOARD OF TRUSTEES

OFFICIAL

REGULAR MEETING
BOARD CHAMBERS

MONDAY, SEPTEMBER 12, 2016

I. ORDER OF BUSINESS

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

Present: Bailey, Bristol, James, Ryskamp, Verburg, Stewart, Bleke – 7

Absent: None

B. Introduction of Guests
- None at this time.

C. Review and Approval of Agenda
- Motion by Koetje, seconded by Bailey to approve the agenda as presented. Motion carries. 7-0

D. Open Comments
- None at this time.

E. Special Order of Business
- None at this time.

II. MONITORING REPORTS

F. Report (s)
- Student Success Indicator Report – None at this time.
- Executive Limitations, Treatment of People – Presented by Cathy Kubiak
- Finance Update – Presented by Lisa Freiburger

III. UPDATES

G. Student Alliance Report
- Jose Garcia introduced the 2016-17 Student Alliance Leadership and invited the Trustees to attend their September meeting which will be on the 15th and 29th.
- Foundation Update -None at this time.

H. Board Chair Update
- Bert Bleke gave a brief update on presidential search stating applications will be accepted through September 15th.

I. President's Report
- William Firn has been appointed to interim Athletic Director for the fall semester.
- The institution received a $40,000 grand from JPMorgan Chase that will be used to provide workforce training opportunities to 100 minority students for fall semester.
- Dr. Ender along with several other administrators participated in an ALS ice bucket challenge sponsored by Phi Theta Kappa student organization which raised close to $1000.

J. Faculty Association Update – None at this time.

IV. COMMUNITY CONNECTIONS

K. Communications to the Board
- None at this time.

V. CONSENT ITEMS

L. Minutes of previous meetings, Grant Awards/Requests, Personnel Transactions, & Financial Transactions
- Minutes from August 15, 2016 Board Meeting

October 2016 Event Listing

- **Event:** ArtPrize at GRCC
- **Dates: Friday, 9/23** – Sunday, 10/9
- **Times: Friday, 9/23** 5 – 8 p.m. (opening)
- Mon - Thurs 1 – 8 p.m.
- Fri & Sat 12 – 8 p.m.
- Sun 12 – 6 p.m.
- **Location:** Spectrum Theater Lobby
- **Hosted By:** ArtPrize 2016 & GRCC; Admission: FREE, for event information

- **Event:** *Mr. Burns, a Post-Electric Play* by Anne Washburn
  Dates: Thursday, 9/29 – Saturday, 10/1
- Thursday, 10/6 – Saturday, 10/8
  Time: 8 p.m.
- **Location:** Spectrum Theater

- **Hosted by:** Actors' Theatre; Admission: $22 to $28 (GRCC students: $10 with valid ID)
- **www.atgr.org** for tickets and info

- **Event:** Who Cares? Why Bother? Real Writing for Real People
- **Date:** Wednesday, 10/5 and Thursday, 10/6
- **Time:** 9 a.m. – 5 p.m.
- **Location:** Wisner-Bottrall Applied Technology Center; Rooms 118,120, 124 and 168
- **Hosted by:** English Department

- **Event:** GRCC International Guitar Series – Pino Forastiere, Guitarist
- **Date:** Thursday, 10/13
- **Time:** 7:30 p.m.
- **Location:** Fountain Street Church
- **Hosted by:** Music Department; Admission: Adults $15.00; Students/Seniors $10.00

- **Event:** Relational Beverage Scholarship Fundraising Dinner
- **Date:** Friday, 10/14
- **Time:** 6 – 9 p.m.
- **Location:** Wisner-Bottrall Applied Technology Center
- **Hosted by:** GRCC Foundation
- **http://www.grcc.edu/coffeewinebeer**

- **Event:** Instrumental Ensemble Fall Concerts: Orchestra, Guitar Ensemble, Campus Band, Wind Ensemble, and small Instrumental ensembles
- **Date:** Sunday, 10/16
- **Time:** 3 p.m.
- **Location:** St. Cecilia Music Center Royce Auditorium
- **Hosted by:** Music Department; Admission: Adults $5.00; Students/Seniors $3.00

- **Event:** GRCC/MSU Your Health Lecture Series
- **Date:** Monday, 10/17
- **Time:** 7 p.m.
- **Location:** TBD
- **Hosted by:** Biological Sciences Department

- **Event:** Transfer Fair
- **Date:** Wednesday, 10/19
- **Time:** 12:30 – 4:30 p.m.
- **Location:** Student Center; 3rd floor, student lounge
- **Hosted by:** Academic Advising and Transfer Center

- **Event:** Choral Ensembles Fall Concert: A concert presentation by the GRCC Choral Ensembles, Selected student soloists

- **Date:** Sunday, 10/23
- **Time:** 3 p.m.
- **Location:** St. Cecilia Music Center Royce Auditorium
- **Hosted by:** Music Department; Admission: Adults $5.00; Students/Seniors $3.00

- **Event:** Employee Benefits Fair and Flu Shot Clinic
- **Date:** Wednesday, 10/26
- **Time:** 11:00 a.m. – 3 p.m.
- **Location:** Sneden Hall; Rooms 103 and108
- **Hosted by:** Human Resources-Benefits

- **Event:** Police Academy Graduation
- **Date:** Thursday, 10/27
- **Time:** 6 p.m.
- **Location:** Ford Fieldhouse
- **Hosted by:** Police Academy

- **Event:** *American Idiot (musical)* Music by Green Day & Billie Joel Armstrong; book by Billie Joe Armstrong & Michael Mayer
- **Dates:** Thursday, 10/27 – Saturday 10/29
- Thursday, 11/3 – Saturday, 11/5
- Thursday, 11/10 – Saturday, 11/12
- **Location:** Spectrum Theater
- **Hosted by:** Actors' Theatre; Admission: $22 to $28 (GRCC students: $10 with valid ID)
- **www.atgr.org** for tickets and info

- **Event:** Kent Philharmonic Orchestra: 'Ghoul Fest'
- **Date:** Friday, 10/28
- **Time:** Costume Contest @ 6:30 p.m.; Concert @ 7:30 p.m.
- **Location:** St. Cecilia Music Center Royce Auditorium
- **Hosted by:** Music Department; Admission: Adults $10.00; Students/Seniors $5.00; Children 10 and under Free

COMMUNITY CONNECTIONS

G. Communications to the Board

CONSENT ITEMS

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

- Minutes from August 15, 2016 Board Meeting

PERSONNEL REPORT

(Includes in-process transactions through 9-6-16)

Appointments

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Luke Bronkema	Exercise Science	Faculty	Head Men's Basketball Coach (One-year appointment)	7-5-16	New to College
David Glazier	Exercise Science	Faculty	Head Women's Basketball Coach	7-5-16	New to College
Derek Brunn	Ford Fieldhouse	APSS	Support Professional	7-8-16	New to College

Separations

NAME	DEPARTMENT	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Christina Arnold	Woodrick Center for Diversity and Inclusion	Meet & Confer	Director	9-1-16	Retiring after 37 years of service
Lillian Anderson	School of Arts and Sciences	Meet & Confer	Associate Dean of Operations	9-1-16	Retiring after 26 years, 8 months of service

GRCC Employees on the Move through September 6, 2016

CONGRATULATIONS ON YOUR NEW POSITION

Sophia Brewer
From: Interim Director, Library and Learning Commons
To: Assistant Professor, Library and Learning Commons
Effective 8-15-16

Brenda Cary
From: Support Professional,
To: Support Professional, Registrar's Office
Effective 9-19-16

Bill Faber
From: Associate Dean of Faculty Evaluation and Hiring, School of Arts & Sciences
To: Associate Professor, Physical Science
Effective 8-15-16

David Lovell
From: Job Developer, MCAM Grant
To: Program Manager, MCAM Grant
Effective 9-6-16

THANK YOU FOR YOUR SERVICE

Chris Arnold
Director, Woodrick Center for Diversity and Inclusion
Retiring after 37 years of service
Effective 9-1-16

Lilly Anderson
Associate Dean of Operations, School of Arts and Sciences
Retiring after 26 years, 8 months of service
Effective 9-1-16

Financial Transactions

(August 1 - 31, 2016)

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

1) Purchase order issued to provide administrative funding for MiRIS (Michigan Radiologic and Imaging Science Consortium) Collaborative Project.
Requestor: **Amy Koning – Workforce Development**
Expenditure: **$10,470.00**
Disposition: **New Purchase**
Supplier: **Michigan Community College Association**
Lansing, MI
Bid: No, single source.

2) Purchase order issued to provide payment for TES (Transfer Evaluation System) online campus access.
Requestor: **Valerie Butterfield - Registrar**
Expenditure: **$11,943.00**
Disposition: **Recurring Purchase**
Supplier: **CollegeSource Inc.**
Cincinnati, OH
Bid: No, single source.

3) Purchase order used to provide year (3) of (5) payment for The Right Place pledge.
Requestor: **Misty McClure - Presidents**
Expenditure: **$20,000.00**
Disposition: **Recurring Purchase**
Supplier: **The Right Place**
Grand Rapids, MI
Bid: No, sole source.

4) Purchase order issued to provide Fall Student Dental Hygiene Kits.
Requestor: **Eve Sidney - Dental**
Expenditure: **$30,103.74**
Disposition: **Recurring Purchase**
Supplier: **Hu Friedy Mfg. Co.**
Chicago, IL
Bid: No, single source.

5) Purchase order issued to provide payment for 2016-17 MCCA annual membership.
Requestor: **Misty McClure - Presidents**

Expenditure: **$39,573.00**
Disposition: **Recurring Purchase**
Supplier: **Michigan Community College Association**
Lansing, MI
Bid: No, single source.

6) Purchase order issued to provide Radius Campus Package payment for year (2) of (3).
Requestor: **Nate Hamilton – Information Technology**
Expenditure: **$55,357.50**
Disposition: **Recurring Purchase**
Supplier: **Hobsons, Inc.**
Cincinnati, OH
Bid: Yes, RFQ #1011-6191B, previously reported.

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

1) Purchase order issued to provide payment for annual Umbrella Portal subscription.
Requestor: **Lina Blair – Student Life**
Expenditure: **$10,000.00 (91-2359)**
Disposition: **Recurring Purchase**
Supplier: **OrgSync, Inc.**
Dallas, TX
Source of Funds: Agency Funds
Bid: No, single source.

2) Blanket purchase order change notice issued to provide student bus passes.
Requestor: **Lina Blair – Student Life**
Expenditure: **$26,000.00 (15-2359)**
Disposition: **Recurring Purchase**
Supplier: **Interurban Transit Partnership**
Grand Rapids, MI
Bid: No, single source.

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3) Payment issued to provide NETLAB software required to support the CISCO Lab equipment.
Requestor: **Jeff Vanderveen – Information Technology**
Expenditure: **$10,145.00 (51-2821)**
Disposition: **New Purchase**
Supplier: **SIGMAnet**
Ontario, CA
Source of Funds: AAI (**American Apprenticeship** Initiative) Grant
Bid: No, single source.

4) Purchase order issued to provide LG Chem Master Supervisor Lean Leader training.

Requestor:	**Julie Parks – Workforce Development**
Expenditure:	**$10,360.00 (15-2271)**
Disposition:	**New Purchase**
Supplier:	**Competitive Edge, LLC**
	Allegan, MI
Source of Funds:	Designated Fund
Bid:	No, single source

5) Purchase order issued to provide furnishings for the Maker Lab (ATC 220).

Requestor:	**Jim Vandokkumburg - Facilities**
Expenditure:	**$15,466.37 (42-2821)**
Disposition:	**Replacement Purchase**
Supplier:	**Custer Workplace Interiors**
	Grand Rapids, MI
Source of Funds:	Plant Fund
Bid:	No, E&I consortium agreement.

6) Purchase order issued to provide Lettinga House repair services.

Requestor:	**Jim Vandokkumburg - Facilities**
Expenditure:	**$18,307.00 (42-2330)**
Disposition:	**Construction Purchase**
Supplier:	**BCI Construction**
	Grand Rapids, MI
Source of Funds:	Plant Fund
Bid:	Yes, RFQ #1415-6211, previously reported.

7) Purcase order issued to provide meals for Upward Bound summer programming.

Requestor:	**Rhondo Cooper – Upward Bound**
Expenditure:	**$21,978.98 (51-2216)**
Disposition:	**Recurring Purchase**
Supplier:	**Aquinas College**
	Grand Rapids, MI
Source of Funds:	Upward Bound Grant
Bid:	No, single source.

8) Purchase order issued to provide non-CISCO networking equipment required to support the CISCO Academy Lab activities.

Requestor:	**Jeff Danner – Workforce Development**
Expenditure:	**$27,765.87 (51-2821)**
Disposition:	**New Purchase**
Supplier:	**Data Strategy**

	Grand Rapids, MI
Source of Funds:	AAI (**American Apprenticeship** Initiative) Grant
Bid:	Yes, RFP #1617-7158.

9) Purchase order issued to provide CISCO networking equipment required to support the CISCO Academy Lab activities.

Requestor:	**Jeff Danner – Workforce Development**
Expenditure:	**$37,646.00 (51-2821)**
Disposition:	**New Purchase**
Supplier:	**Presidio Infrastructure Solutions, LLC**
	Troy, MI
Source of Funds:	AAI (**American Apprenticeship** Initiative) Grant
Bid:	Yes, RFP #1617-7158.

Motion by Trustee James, supported by Trustee Bailey 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 August 2016.

b. Other Special Funds

1) Request permission to issue purchase orders to provide Bridgeport Milling Machines and accessories for ATC Lab, Thompson MTEC and Tassell MTEC.

Requestor:	**Jeff Danner – Workforce Development**
Expenditure:	**$153,345.00 (42-2821)**
Disposition:	**New & Replacement Purchases**
Supplier:	**Production Tool Supply**
	Grand Rapids, MI
Source of Funds:	CCSTEP Grant/Plant Fund
Bid:	Yes, RFP #1617-8144.

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

VII. OPEN COMMENT

- None at this time.

VIII. FINAL BOARD COMMENTS

- Trustee Bailey – thanked Cathy Kubiak for the in-depth data rich report and said the questions is now, what do we do with the data. She thanked the Student Alliance leadership for "stepping up". Trustee Bailey thanked those that put the fall semester opening day together as the speaker was in-line with what we are doing.
- Trustee Verburg – commented on the commitment of the Student Alliance leadership and new Director, Lina Blair as he has attended several of their meetings and is impressed with their work.
- Trustee James – thanked Cathy for her report and answering all the Board's questions. She went on to express how impressed she was with the support that was given to a student she brought to the M-Tec Center as Trustee James has been working with four young adults to get them enrolled for fall. She went on to say she wanted to publically thank Chris Arnold who recently retired from GRCC for all her work she has done for the institution and community.
- Trustee Bristol – shared a chair that her granddaughter made while attending a summer manufacturing camp the M-Tec Center offered. She went on to say what a great experience her granddaughter had and thanked the M-Tec folks for offering this kind of opportunity for young boys and girls.
- Trustee Stewart – truly appreciated the information that was shared and stated the take-away is the institution is genuinely interested in people. Trustee Stewart went on to express his concern with the institution complying with the recent (May 2016) directive by President Obama that public schools allow transgender students to use bathrooms that correspond with their gender identity rather than the gender listed on their birth certificate.
- Chairperson Bleke – thanked the Geography department for sharing "Geography Lives" newsletter with the Board as he felt it was professional and informative. He went on to say that the Board will discuss Trustee Stewart's concern.
- Trustee Koetje – asked not to lose sight of the good work being done at the institution, stating one of the biggest things is allowing people a second chance. Trustee Koetje went on to say as he works with people that are looking and needing a second chance he finds so many examples of "second chances" at this institution, which continues to offer with risk, yet still continues to give.

IX. ADJOURNMENT

The Board adjourned at 5:44 p.m.

No further business was discussed.

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Secretary