

PROCEEDINGS
OF
GRAND RAPIDS COMMUNITY COLLEGE
BOARD OF TRUSTEES
OFFICIAL
REGULAR MEETING
BOARD CHAMBERS
MONDAY, JANUARY 28, 2008

I. CALL TO ORDER

Meeting called to order at 4:15 p.m., Chairperson Schenk in the chair.

Present: Anderson, Handlin, James, Maggini, Schenk, Stearns, Verburg – 7

Absent: None

II. INTRODUCTION OF GUESTS

President Olivarez introduced Jay Fowler, Executive Director of the Grand Rapids D.D.A.

Vice Chairperson Anderson congratulated President Olivarez on receiving Mayor Heartwell's Champion of Diversity Award.

07:135

III. APPROVAL OF AGENDA

A. Approval of Agenda

The agenda was approved as presented with the purchasing correction on page 9 of the consent agenda and a change in the Action Item order – Approval of the Faculty Agreement to come first. Motion by Trustee James. Motion carried.

B. Special Order of Business – None at this time.

IV. COMMUNITY-COLLEGE LINKAGES

A. Community Linkages

1. Communications to the Board

▲ Thank you letter from Vern Boss for the poinsettia he received just before the holidays.

2. Board Reports

▲ Trustee James provided the Board with a report on the January 15th Community Conversation held at the Metro Health Complex.

B. Comments from the Floor

▲ Professor Keith St. Clair addressed the Board regarding the relationship between the faculty and the Board of Trustees.

C. Resolutions

1. African-American History Month

i. The following resolution was read by Upward Bound Student, Sarah Ellis:

AFRICAN-AMERICAN HISTORY MONTH

WHEREAS, African-Americans have helped in the founding of this nation in countless recorded and unrecorded ways as explorers, free citizens, indentured servants, slaves, pioneers, laborers and soldiers; and

WHEREAS, African-Americans have played and continue to play a critical political, cultural and social role in every sphere of our nation's life; and

WHEREAS, men and women of African descent have advanced our nation through their contributions in science and technology, business and industry, education, the arts, politics, religion and other fields, and

WHEREAS, despite these contributions, the role of African-American men and women in history has been consistently overlooked and under-valued in the overall body of American history; and

WHEREAS, Carter G. Woodson and the Association for the Study of Negro Life and History (ASNLH) established "Negro History Week" in 1926 as a partial solution to the continued oversight of their history and as an occasion for all Americans to become aware of and celebrate the vast contributions of African-Americans; and

WHEREAS, "Negro History Week" was later changed by the ASNLH to "Black History Month" and recently changed to "**AFRICAN-AMERICAN HISTORY MONTH**", to further

encourage Blacks and other Americans to become aware of the history of African-Americans and celebrate their accomplishments; and

WHEREAS, Grand Rapids Community College in its ongoing effort to provide education that is multicultural, seeks to initiate programs “to increase an awareness and understanding of the interest and needs of all people”;

NOW, THEREFORE BE IT RESOLVED, that this Board of Trustees recognizes February as “**AFRICAN-AMERICAN HISTORY MONTH**” and commends staff for initiating activities that focus on improving academic achievement, and recognizing cultural, ethnic, and gender diversity.

BE IT FURTHER RESOLVED that this Resolution be printed in the official proceedings of the Board of Trustees, a copy be placed on file and a copy be posted in each College building.

**BOARD OF TRUSTEES
GRAND RAPIDS COMMUNITY COLLEGE**

January 28, 2008

Chairperson

Motion by Trustee Stearns to approve the resolution as presented. Motion unanimously carries.

D. Student Reports

Student Congress President, Eric Williams, reported on the following items:

- Student Congress will sponsor the first ever Spirit Week on campus the first week of February
- The GRCC Pep Band will debut that Friday at the Basketball Game
- Welcome Week “2” was very successful
- Student Congress was happy to be involved in the recent Winchester Alley Floor Planning Meeting
- Student Congress reviewed the newly revised Code of Conduct & Academic Standing Policy and they are in support of both documents.

V. CONSENT AGENDA

A. Minutes of December 17, 2007, Regular Meeting

B. Grant Awards/Requests

C. Personnel Transactions – Through 1/09/08

PERSONNEL REPORT

(Includes in-process transactions through 1-9-08)

Appointments

NAME	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Danielle Nyland	ESP	Lakeshore Campus Secretary	12-10-07	New to College
Erin Kinkaid	ESP	PT Tassell M-TEC Evening	01-07-08	New to College

		Receptionist		
Kerry Hayward	ESP	PT Lakeshore Evening Receptionist	01-09-08	New to College

Leaves of Absences

NAME	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Erin Cisler	Meet & Confer	Donor Relations Coordinator	12-19-07	FMLA
Kim Wyngarden	Faculty	Professor	01-08-08	Sabbatical

Return from Leaves of Absences

NAME	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Marcia Rango	Faculty	Professor	01-08-08	Return from Sabbatical
Mary Bayer	Faculty	Professor	12-18-07	Return from Intermittent FMLA
Sherry Rhoden	Faculty	Professor	01-08-08	Return from FMLA

Separations

NAME	EMPLOYEE GROUP	POSITION	EFFECTIVE DATE	NOTES
Glenn Deckinga	Meet & Confer	Student Financials Technician	01-17-08	Resignation

D. Financial transactions
(December 1 – 31, 2007)

1. Purchases \$10,000-\$50,000

a. General Fund

- 1) Blanket purchase order issued to provide funds for sponsorship of 24 Hour News @ 10pm.

Requestor: Nancy O'Brien - Communications
Expenditure: \$15,000.00
Disposition: N/A
Supplier: WXSP-TV
Grand Rapids, MI

Bid: No, target audience.

- 2) Purchase order issued to provide On-Demand Software for Facility, Technology, and Business Operations.

Requestor: Thomas Smith - Facilities

Expenditure: \$23,530.00

Disposition: New Purchase

Supplier: SchoolDude.com

Cary, NC

Bid: No, sole source. (only software package designed exclusively for education sector)

b. Other Special Funds

- 1) Purchase order issued to provide (2) twelve week English language classes at The Source.

Requestor: Pam Hayes – MichWorks!

Expenditure: \$10,080.00 (51-2585)

Disposition: N/A

Supplier: Kent County Literacy Council

Grand Rapids, MI

Source of Funds: Customized Training Broker Grant

Bid: No, sole source.

- 2) Purchase order issued for tuition, book and fee payments for students certified under the Trade Adjustment Assistance (TAA) program authorized through the Federal Trade Act of 1974 and the TAA Reform Act of 2002. Employment Services contracts with ACSET (Area Community Services Employment & Training) to administer the program. *(All expenditures are fully reimbursed by federal funds.)*

Requestor: Sandra Lancaster – Employment Services/ MichWorks!

Expenditure: \$10,589.97 (51-2584)

Disposition: N/A

Supplier: Montcalm Community College

Sidney, MI

Source of Funds: ACSET (Area Community Services Employment & Training) Grant

Bid: No, sole source.

- 3) Purchase order issued for tuition, book and fee payments for students certified under the Trade Adjustment Assistance (TAA) program authorized through the Federal Trade Act of 1974 and the TAA Reform Act of 2002. Employment Services contracts with ACSET (Area Community Services Employment & Training) to administer the program. *(All expenditures are fully reimbursed by federal funds.)*

Requestor: Sandra Lancaster – Employment Services/ MichWorks!

Expenditure: \$12,925.00 (51-2584)
Disposition: N/A
Supplier: Paragon School of Pet Grooming
 Jenison, MI
 Source of Funds: ACSET (Area Community Services Employment & Training) Grant
 Bid: No, sole source.

- 4) Purchase order issued to provide training of X-Rite employees in GD&T (Geometric Dimensioning and Tolerancing).

(GRCC acting as fiscal agent – 10% administrative fee assessed)

Requestor: Julie Parks – Training Solutions
Expenditure: \$13,026.98 (51-2271)
Disposition: N/A
Supplier: M & M Consulting, LLC
 Pinckney, MI
 Source of Funds: MEDC (Michigan Economic Development Corporation) Grant
 Bid: No, supplier determined by MEDC.

- 5) Purchase order issued to provide development, concept definition and creation of a regional stakeholder group for WorkKeys, Career Readiness Credential and work-based learning.

(GRCC acting as fiscal agent – 10% administrative fee assessed)

Requestor: Julie Parks – Training Solutions
Expenditure: \$16,663.92 (51-2271)
Disposition: N/A
Supplier: Metrics Reporting, Inc.
 Comstock Park, MI
 Source of Funds: WIRED Grant
 Bid: No, sole source.

- 6) Purchase order issued for tuition, book and fee payments for students certified under the Trade Adjustment Assistance (TAA) program authorized through the Federal Trade Act of 1974 and the TAA Reform Act of 2002. Employment Services contracts with ACSET (Area Community Services Employment & Training) to administer the program. *(All expenditures are fully reimbursed by federal funds.)*

Requestor: Sandra Lancaster – Employment Services/
 MichWorks!
Expenditure: \$18,921.46 (51-2584)
Disposition: N/A
Supplier: Beacon Learning Center
 Grand Rapids, MI
 Source of Funds: ACSET (Area Community Services Employment & Training) Grant

Bid: No, sole source.

- 7) Purchase order issued to provide funds for the development, concept definition and creation of the WIRED Regional Tri-Sector Workforce Development Initiative with Delta Strategies.

(GVSU acting as fiscal agent)

Requestor: Julie Parks – Training Solutions

Expenditure: \$21,589.64 (51-2271)

Disposition: N/A

Supplier: The Source
Grand Rapids, MI

Source of Funds: WIRED (Workforce Innovation for Regional Economic Development) Grant

Bid: No, supplier determined by WIRED (Workforce Innovation for Regional Economic Development).

- 8) Purchase order issued to provide design consulting services for the development of CQIN Innovation Curriculum (7/07 thru 10/07).

(GVSU acting as fiscal agent)

Requestor: Julie Parks – Training Solutions

Expenditure: \$27,000.00 (51-2271)

Disposition: N/A

Supplier: IDEO Chicago
Evanston, IL

Source of Funds: WIRED (Workforce Innovation for Regional Economic Development) Grant

Bid: No, supplier determined by WIRED (Workforce Innovation for Regional Economic Development).

- 9) Purchase order issued to provide development, concept definition and creation of a regional stakeholder group for WorkKeys, Career Readiness Credential and work-based learning.

(GRCC acting as fiscal agent – 10% administrative fee assessed)

Requestor: Julie Parks – Training Solutions

Expenditure: \$33,092.24 (51-2271)

Disposition: N/A

Supplier: Metrics Reporting, Inc.
Comstock Park, MI

Source of Funds: WIRED Grant

Bid: No, sole source.

- 10) Blanket purchase order issued to provide consulting services for the PMA Regional Workforce Development plan.

(GRCC acting as fiscal agent)

Requestor: George Waite - MTEC
Expenditure: \$38,000.00 (51-2271)
Disposition: N/A
Supplier: Jordan Training & Consulting, LLC
 Traverse City, MI
Source of Funds: PMA Grant
Bid: No, professional services.

- 11) Purchase order issued to provide consulting, business plan development, projections, sales documentation and strategic advice. (*GRCC acting as fiscal agent*)

Requestor: Julie Parks – Training Solutions
Expenditure: \$33,092.24 (51-2271)
Supplier: Council for Adult & Experiential Learning
 Chicago, IL
Source of Funds: WIRED (Workforce Innovation for Regional Economic Development) Grant
Bid: No, supplier determined by WIRED (Workforce Innovation for Regional Economic Development).

2. Purchases between \$50,000 - \$100,000

a. General Fund

- 1) Request permission to issue payment for the operation, maintenance and repair costs for the Thompson MTEC in partnership with Ottawa ISD.

Requestor: Bob Partridge – Financial Services
Expenditure: \$64,467.73
Supplier: Ottawa Area Intermediate School District
 Holland, MI
Bid: No, sole source.

- 2) Request permission to issue purchase order to provide dual fiber internet connectivity for the GRCCnet.

Requestor: Bob Eluskie – Learner Resources and Technology Solutions
Expenditure: \$71,400.00
Disposition: N/A
Supplier: Merit
 Ann Arbor, MI
Bid: No, sole source.

b. Other Special Funds

No purchases to report for December 2007.

3. Purchases over \$100,000

a. General Fund

- 1) Request permission to issue purchase order to provide a Storage Infrastructure Upgrade (NetApp FAS3020 disk system). System will provide remote data redundancy in the event of an extended service outage at primary location (GRCC Data Center).

(weighted criteria – technical, cost, implementation ease, vendor/manuf. relations, RFP process, references)

Requestor: **Bob Eluskie – Learner Resources and Technology Solutions**

Expenditure: **\$325,000.00**

Disposition: N/A

Supplier: **Compsat/NetApp**

Grand Rapids, MI

Bid: Yes – 0708-12025-1

Bidders Solicited:	Agilysys/N5200(8TB)	-\$490,174.92
	Agilysys/N5300(8TB)	-\$577,179.59
	Agilysys/N5300(13TB)	-\$748,580.53
	Alliance Technology	-declined
	Champion Optical Network	-declined

Compsat-NetApp/FAS3020(10K)

\$347,952.21

Compsat-NetApp/FAS3020(10K)

\$409,641.81

Compellent Tech.

-declined

Data Strategy/N5300(10K) -\$242,742.00

Data Strategy/N5300(15K) - \$269,018.00

Data Strategy/IBM-DS4700 -\$451,800.03

EMC Corp/2xNS20 -\$207,275.00

EMC Corp/2xNS40 -\$334,246.00

EMC Corp/NS40+RP -\$559,084.00

EMC Corp/2xNS40+RP -\$714,342.00

Fujitsu -declined

Ocean, Inc.* -declined

Open Storage*/2xPS3700X -\$336,988.00

Sun Microsystems -declined

Xiotech -declined

Zyko % /8 chan MUX -\$40,261.50

Zyko % /4 chan OADM or MUX

-\$41,980.00

b. Other Special Funds

No purchases to report for December 2007.

ACCOUNTS: 11 – General Fund
14 – Auxiliary Fund

KEY: * MBE
** WBE

15 – Designated Fund
42 – Bonds, Plant Fund
51 – Grants
91 – Restricted Fund

*** M/WBE
Disqualified
% Incomplete Bid

4. Financial Reports

GRAND RAPIDS COMMUNITY COLLEGE
2007 - 2008 GENERAL OPERATING FUND BUDGET REPORT
FOR THE PERIOD ENDED DECEMBER 31, 2007

GENERAL OPERATING	ADOPTED BUDGET	2007-2008 ACTUAL 12/31/2007	PERCENTAGE
REVENUE:			
TUITION	35,493,843	33,378,069	94.04%
FEES	2,731,823	2,181,552	79.86%
PROPERTY TAX	29,847,750	27,899,981	93.47%
STATE AID	17,054,427	5,383,675	31.57%
INTEREST	1,200,000	462,966	38.58%
MISCELLANEOUS	1,515,000	619,588	40.90%
TOTAL REVENUE	87,842,843	69,925,831	79.60%
EXPENSE:			
SALARIES:			
INSTRUCTION	30,735,025	11,613,372	37.79%
COUNSELING	1,108,500	433,017	39.06%
LIBRARIAN	575,600	207,851	36.11%
ADMINISTRATION	4,907,300	2,322,929	47.34%
ADMINISTRATIVE SUPPORT	1,496,000	573,494	38.34%
TECHNICAL SUPPORT	4,376,000	2,029,189	46.37%
SECRETARIAL	3,069,500	1,452,193	47.31%
BLDG OPERATIONS	4,043,100	1,835,141	45.39%
STUDENT ASSISTANT	835,000	445,893	53.40%
TOTAL SALARIES	51,146,025	20,913,078	40.89%
NON-SALARY:			
FRINGE BENEFITS	20,673,868	8,388,191	40.57%
CONTRACTED SERVICE	3,651,112	1,913,020	52.40%
SUPPLIES & REPAIRS	4,182,741	1,593,758	38.10%
UTILITIES & RENT	3,143,537	1,295,031	41.20%
TRANSFERS	2,119,793	1,015,527	47.91%
CLUBS/ORGANIZATIONS	184,000	0	0.00%
OTHER COSTS	2,022,160	678,266	33.54%
EQUIPMENT	500,000	120,401	24.08%
CONTINGENCY	219,607	3,261	1.48%
TOTAL NON-SALARY	36,696,818	15,007,455	40.90%
TOTAL EXPENSE	87,842,843	35,920,532	40.89%
NET REVENUE (EXPENSE)	0	34,005,299	

GRAND RAPIDS COMMUNITY COLLEGE
 2007 - 2008 GENERAL OPERATING FUND ACTUAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2007

	MONTHLY ACTIVITY 12/31/07	MONTHLY ACTIVITY 12/31/06	YEAR-TO DATE 12/31/07	YEAR-TO DATE 12/31/06
REVENUE:				
TUITION	170,804	286,248	33,378,069	30,026,661
FEES	82,146	78,103	2,181,552	2,126,512
PROPERTY TAX	172,166	203,714	27,899,981	26,526,785
STATE AID	1,534,455	1,518,846	5,383,675	5,025,765
INTEREST	212,858	104,089	462,966	168,673
MISCELLANEOUS	51,913	51,254	619,588	404,441
TOTAL REVENUE	2,224,342	2,242,254	69,925,831	64,278,838
EXPENSE:				
SALARIES:				
INSTRUCTION	2,635,013	3,894,459	11,613,372	11,267,443
COUNSELING	78,295	103,527	433,017	415,905
LIBRARIAN	38,677	61,225	207,851	216,567
ADMINISTRATION	364,904	557,648	2,322,929	2,337,203
ADMINISTRATIVE SUPPORT	95,119	131,934	573,494	532,981
TECHNICAL SUPPORT	352,452	506,238	2,029,189	1,998,224
SECRETARIAL	281,019	369,711	1,452,193	1,334,087
BLDG OPERATIONS	360,244	512,405	1,835,141	1,881,358
STUDENT ASSISTANT	68,798	98,449	445,893	397,631
TOTAL SALARIES	4,274,522	6,235,596	20,913,078	20,381,399
NON-SALARY:				
FRINGE BENEFITS	1,571,145	1,823,454	8,388,191	7,963,069
CONTRACTED SERVICES	179,312	149,202	1,913,020	1,707,164
SUPPLIES & REPAIRS	308,075	241,838	1,593,758	1,648,273
UTILITIES & RENT	217,316	211,754	1,295,031	1,222,804
TRANSFERS	193,218	84,195	1,015,527	530,619
CLUBS/ORGANIZATIONS	-	-	-	-
OTHER COSTS	75,503	32,240	678,266	708,374
EQUIPMENT	15,141	-	120,401	86,108
CONTINGENCY	-	-	3,261	-
TOTAL NON-SALARY	2,559,710	2,542,683	15,007,455	13,866,412
TOTAL EXPENSE	6,834,232	8,778,279	35,920,532	34,247,810
NET REVENUE (EXPENSE)	(4,609,890)	(6,536,024)	34,005,299	30,031,027

GRAND RAPIDS COMMUNITY COLLEGE
 2007 - 2008 GENERAL OPERATING FUND ACTUAL REPORT
 FOR THE PERIOD ENDED DECEMBER 31, 2007

	MONTHLY ACTIVITY 12/31/07	MONTHLY ACTIVITY 12/31/06	YEAR-TO DATE 12/31/07	YEAR-TO DATE 12/31/06
REVENUE:				
TUITION	170,804	286,248	33,378,069	30,026,661
FEES	82,146	78,103	2,181,552	2,126,512
PROPERTY TAX	172,166	203,714	27,899,981	26,526,785
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INTEREST	212,858	104,089	462,966	168,673
MISCELLANEOUS	51,913	51,254	619,588	404,441
TOTAL REVENUE	2,224,342	2,242,254	69,925,831	64,278,838
EXPENSE:				
SALARIES:				
INSTRUCTION	2,635,013	3,894,459	11,613,372	11,267,443
COUNSELING	78,295	103,527	433,017	415,905
LIBRARIAN	38,677	61,225	207,851	216,567
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SECRETARIAL	281,019	369,711	1,452,193	1,334,087
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TOTAL SALARIES	4,274,522	6,235,596	20,913,078	20,381,399
NON-SALARY:				
FRINGE BENEFITS	1,571,145	1,823,454	8,388,191	7,963,069
CONTRACTED SERVICES	179,312	149,202	1,913,020	1,707,164
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TRANSFERS	193,218	84,195	1,015,527	530,619
CLUBS/ORGANIZATIONS	-	-	-	-
OTHER COSTS	75,503	32,240	678,266	708,374
EQUIPMENT	15,141	-	120,401	86,108
CONTINGENCY	-	-	3,261	-
TOTAL NON-SALARY	2,559,710	2,542,683	15,007,455	13,866,412
TOTAL EXPENSE	6,834,232	8,778,279	35,920,532	34,247,810
NET REVENUE (EXPENSE)	(4,609,890)	(6,536,024)	34,005,299	30,031,027

GRAND RAPIDS COMMUNITY COLLEGE
 BUILDING & SITE FUND - GENERAL
 FOR PERIOD ENDED DECEMBER 31, 2007

	ADOPTED	2007-2008 ACTUAL	
	BUDGET	12/31/07	PERCENTAGE
REVENUE:			
PROPERTY TAXES	7,644,000	7,340,650	96.03%
INTEREST INCOME	100,000	9,607	9.61%
PASSTHROUGH DONOR FUNDS - GRCC FOUNDATION	1,000,000	1,000,000	100.00%
TECHNOLOGY AND EQUIPMENT TRANSFER	572,809	0	0.00%
TOTAL REVENUE	9,316,809	8,350,257	89.63%
EXPENSES:			
MAINTENANCE & OTHER EXPENDITURES	1,500,000	1,454,197	96.95%
COOK HALL RENOVATIONS	775,000	774,404	99.92%
TRANSFERS TO DEBT FUND	5,490,000	2,745,000	50.00%
TRANSFERS TO GENERAL - LRTS CONTRACT	382,840	0	0.00%
TOTAL EXPENSES	8,147,840	4,973,601	61.04%
NET REVENUE (EXPENSE)	1,168,969	3,376,656	

PLANT FUND - DEBT RETIREMENT FUND
2007-2008 BUDGET

	2007/2008 BUDGET	2007/2008 ACTUAL @ 12/31/2007
REVENUE		
TRANSFER FROM PLANT/GENERAL	5,490,000	2,745,000
TOTAL REVENUE	5,490,000	2,745,000
EXPENSE		
1998 ISSUE		
PRINCIPAL	1,265,000	0
INTEREST	1,012,123	506,061
OTHER EXPENSE	150	0
TOTAL EXPENSE	2,277,273	506,061
1999 ISSUE		
PRINCIPAL	430,000	0
INTEREST	56,250	33,500
OTHER EXPENSE	150	138
TOTAL EXPENSE	486,400	33,638
2003 ISSUE		
PRINCIPAL	700,000	0
INTEREST	598,308	299,154
OTHER EXPENSE	150	0
TOTAL EXPENSE	1,298,458	299,154
2006 ISSUE		
PRINCIPAL	700,000	0
INTEREST	725,250	362,325
OTHER EXPENSE	150	113
TOTAL EXPENSE	1,425,400	362,438
OTHER ISSUES		
OTHER BOND EXPENSE	500	0
TOTAL EXPENSE	500	0
GRAND TOTAL EXPENSE	5,488,031	1,201,290

GRAND RAPIDS COMMUNITY COLLEGE
 2007 - 2008 DESIGNATED FUND BUDGET REPORT
 FOR PERIOD ENDED DECEMBER 31, 2007

DESIGNATED	2007 - 2008		PERCENTAGE
	ADOPTED BUDGET	ACTUAL 12/31/07	
REVENUE:			
TUITION & FEES	2,243,824	1,197,968	53.39%
CONTRACTED TRAINING	633,940	346,613	54.68%
OTHER MISCELLANEOUS LOCAL	1,049,369	493,476	47.03%
TOTAL REVENUE	3,927,133	2,038,058	51.90%
EXPENSES:			
SALARIES			
INSTRUCTION	1,299,395	472,149	36.34%
ADMINISTRATION	767,529	345,708	45.04%
CUSTODIANS & SECURITY	18,500	1,743	9.42%
SECRETARIAL	100,162	47,090	47.01%
STUDENT ASSISTANTS	34,440	9,423	27.36%
TOTAL SALARIES	2,220,026	876,113	39.46%
NON-SALARY			
FRINGE BENEFITS	1,204,366	380,963	31.63%
CONTRACTED SERVICES	385,042	165,554	43.00%
SUPPLIES & REPAIRS	1,513,553	347,569	22.96%
UTILITIES & RENTALS	21,075	20,952	99.42%
CAPITAL OUTLAY	105,619	11,140	10.55%
TRANSFERS	(1,164,595)	(582,300)	50.00%
OTHER	228,833	27,717	12.11%
TOTAL NON-SALARY	2,293,893	371,595	16.20%
TOTAL EXPENSE	4,513,919	1,247,708	27.64%
NET REVENUE (EXPENSE)	(586,786)	790,349	

GRAND RAPIDS COMMUNITY COLLEGE
 CASH & INVESTMENT SUMMARY
 As of December 31, 2007

Bank Accounts	Ending Balance	Rate	Interest
Bank of America, Money Market - Plant	40,932.06	4.50%	301.01
Fifth Third Bank - Gov't Maxsaver - General	1,671,575.14	4.01%	5,651.73
JPMorgan Chase Bank, Money Market - Plant	568,206.82	4.45%	2,048.48
JPMorgan, Sweep Repo - Auxiliary	4,307,731.89	4.45%	12,967.63
JPMorgan, Sweep Repo - General	4,152,190.74	4.45%	28,991.87
PFM Asset Mgt, MILAF+ Max Fund - General	1,009,788.73	5.07%	5,563.73
	<u>11,750,425.38</u>		
Total Bank Accounts	\$ 11,750,425.38		
Certificates of Deposit			
Citizens Republic Bank	1,395,000.00		
Flagstar Bank	3,295,000.00		
Huntington Bank	11,140,000.00		
Lake Michigan Credit Union	3,800,000.00		
Mercantile Bank	3,800,000.00		
National City Bank	1,000,000.00		
PFM Asset Management	1,395,000.00		
Standard Federal (Multi Bank)	1,000,000.00		
Commercial Paper			
Commercial Paper -General Electric	1,860,311.11		
Commercial Paper -JPMorgan Chase	2,443,723.27		
Commercial Paper -Morgan Stanley	3,700,440.00		
Commercial Paper -Toyota	1,256,773.19		
Federal Government and Agency Issues			
Federal Farm Credit Bank	999,995.00		
Federal Home Loan Bank	2,467,292.42		
Federal Home Loan Mortgage Co.	250,000.00		
	<u>39,803,534.99</u>		
Total Investments	\$ 39,803,534.99		

GRAND RAPIDS COMMUNITY COLLEGE
 INVESTMENT DETAIL REPORT
 FOR THE MONTH ENDING DECEMBER 31, 2007

Issuing Organization	Certificate Number	Purchase Date	Maturity Date	Interest Rate	Beginning Balance	Deposits & Maturities	Interest	Ending Balance
Federal Home Loan Bank	3133X9EJ5	12/03/04	12/03/07	4.00%	750,000.00	(750,000.00)	71,250.00	-
Flagstar Bank	428891889	08/24/07	12/13/07	5.49%	1,900,000.00	(1,900,000.00)	32,452.00	-
Federal Home Loan Bank	3133XJ5L8	12/15/06	12/16/07	5.25%	250,000.00	(250,000.00)	13,125.00	-
Flagstar Bank	428692238	08/31/07	12/28/07	5.51%	750,000.00	(750,000.00)	63,660.21	-
Federal Home Loan Bank	3133XJDG0	12/29/06	12/29/07	5.28%	500,000.00	(500,000.00)	26,400.00	-
Huntington Bank	7154071438	08/31/07	01/10/08	5.46%	1,900,000.00			1,900,000.00
National City Bank	4676549798	01/31/07	01/31/08	5.35%	1,000,000.00			1,000,000.00
Commercial Paper - Morgan Stanley	61745AB73	09/10/07	02/07/08	5.52%	1,857,250.00			1,857,250.00
Commercial Paper - JPMorgan Chase	4662JOC34	10/04/07	03/03/08	5.02%	1,224,204.17			1,224,204.17
Commercial Paper - General Electric	36959HC62	09/28/07	03/06/08	4.80%	1,860,311.11			1,860,311.11
Commercial Paper - JPMorgan Chase	4662JOD25	10/04/07	04/02/08	4.97%	1,219,519.10			1,219,519.10
Commercial Paper - Morgan Stanley	61745AD48	09/10/07	04/04/08	5.36%	1,843,190.00			1,843,190.00
Federal Home Loan Bank	3133XBEX9	04/18/05	04/18/08	5.00%	500,000.00			500,000.00
Citizens Republic Bank	4530223645	09/28/07	04/25/08	5.00%	1,395,000.00			1,395,000.00
Flagstar Bank	428892986	08/31/07	04/25/08	5.43%	1,395,000.00			1,395,000.00
PFM Asset Management	201350	09/20/07	04/25/08	4.90%	1,395,000.00			1,395,000.00
Lake Michigan Credit Union	84299342	09/20/07	05/02/08	5.54%	1,900,000.00			1,900,000.00
Federal Home Loan Bank	3133X3MS9	08/17/07	05/21/08	5.08%	246,483.25			246,483.25
Huntington Bank	7154084331	09/28/07	05/29/08	5.00%	1,900,000.00			1,900,000.00
Huntington Bank	7154125986	12/14/07	08/13/08	5.16%	1,395,000.00			1,395,000.00
Mercantile Bank	321072593	09/28/07	06/13/08	5.00%	1,900,000.00			1,900,000.00
Huntington Bank	7154084344	09/28/07	07/11/08	5.00%	1,900,000.00			1,900,000.00
Commercial Paper - Toyota	89233GGJ9	10/23/07	07/18/08	4.60%	1,256,773.19			1,256,773.19
Lake Michigan Credit Union	84299343	10/09/07	08/08/08	5.22%	1,900,000.00			1,900,000.00
Huntington Bank	7154125999	12/17/07	08/11/08	5.05%	1,395,000.00			1,395,000.00
Huntington Bank	7154087972	10/05/07	08/28/08	5.02%	1,900,000.00			1,395,000.00
Mercantile Bank	321074201	10/23/07	09/04/08	5.00%	1,900,000.00			1,900,000.00
Flagstar Bank	428891889	12/14/07	09/05/08	4.85%	1,900,000.00			1,900,000.00
Huntington Bank	321074209	10/23/07	10/22/08	5.00%	750,000.00			750,000.00
Federal Home Loan Bank	3133MYUW5	05/27/03	11/28/08	4.00%	500,000.00			500,000.00
Federal Home Loan Bank	3133X3TG8	05/18/05	02/26/09	5.00%	75,916.67			75,916.67
Federal Farm Credit Bank	31331X6C1	10/03/07	04/03/09	4.75%	500,000.00			500,000.00
Federal Farm Credit Bank	31331YAE0	10/23/07	04/16/09	4.75%	499,995.00			499,995.00
Federal Home Loan Mortgage Co.	3128X6UV6	12/17/07	12/17/09	4.50%	250,000.00			250,000.00
Federal Home Loan Bank	3133XNP52	12/17/07	09/17/10	4.38%	500,000.00			500,000.00
Federal Home Loan Bank	3133XMHN4C	10/15/07	10/15/10	5.00%	500,000.00			500,000.00
Federal Home Loan Bank	31339X6B5	01/08/04	06/12/13	4.50%	144,892.50			144,892.50
Standard Federal (Multi Bank)	85339PQ59	02/12/03	02/11/18	4.75%	1,000,000.00			1,000,000.00
TOTAL INVESTMENTS					43,953,534.99	(4,150,000.00)	206,887.21	39,803,534.99
Weighted Average Investment Rate				5.06%				

Motion by Trustee James to approve the above consent agenda as presented. Motion carried.

VI. ACTION ITEMS

i. Approval of the Faculty Agreement

- Vice President, Cynthia Springer presented the Faculty Agreement.

Motion by Trustee Stearns to approve the Faculty Agreement as presented. Roll call vote taken at 4:45 p.m. Motion unanimously carries.

ii. AD-Hoc Committee Appointment – Evaluation and Compensation of the President

- Chairperson Schenk appointed the following Trustees to the Ad-Hoc Committee for the evaluation and compensation of the president:
 - ▲ Trustee Stearns – Chair
 - ▲ Vice Chairperson Anders
 - ▲ Trustee Verburg

Trustee James presented the motion to approve the appointments. Motion unanimously carries.

iii. DDA Expansion Authority

- Vice President, Bob Partridge presented the DDA Expansion Authority.

Motion by Trustee Maggini to opt out of the DDA expansion, to approve the resolution as presented, and to request that college staff prepare a policy regarding Economic Development for Board discussion and approval at a later date. Roll call vote taken at 5:10 p.m. Motion unanimously carries.

RESOLUTION BY GRCC BOARD OF TRUSTEES

WHEREAS, the Grand Rapids Downtown Development Authority has proposed to amend the boundaries of its Downtown Development Authority District and its Tax Increment District Financing Development Plans; and

WHEREAS, a public hearing on the proposed amendments was held by the Grand Rapids City commission on December 4, 2007 and December 18, 2007; and

WHEREAS, Grand Rapids Community College annually contributes over \$1.56 million of its tax levy in the form of either tax abatement or tax capture by tax increment authority districts and the various units of local governmental within the County; and

WHEREAS, adoption and implementation of the proposed plan will result in an additional portion of the College's tax levy being captured by the Grand Rapids Downtown Development Authority; and

WHEREAS, the Grand Rapids Community College is required to assess the impact on the College's financial condition, which would result from adoption of this development and taxing governmental financing plan; and

WHEREAS, Act 197, PA of 1975, as amended, provides that not more than sixty days after a public hearing on the plan, the governing body of the jurisdiction levying property taxes that would otherwise be subject to capture may exempt its taxes from capture by adoption of a resolution to that effect.

NOW, THEREFORE, BE IT RESOLVED, that the Grand Rapids Community College Board of Trustees hereby exercises its option, pursuant to the provisions of Act 197, PA of 1975, as amended, to exempt its property taxes from capture in the area to be added to the Downtown Development Authority – Tax Increment District by the proposed boundary amendments which was the subject of the hearings held on December 4, 2007 and December 18, 2007; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Clerk of the City of Grand Rapids as required by Act 197, PA of 1975, as amended.

BOARD OF TRUSTEES
GRAND RAPIDS COMMUNITY COLLEGE

January 28, 2008

Chairperson

VII. POLICY REVIEW/DEVELOPMENT

- A. Topics for Consideration at a Future Meeting
- Trustee James received support to add Update on the recently developed Pharmacy Technician and Advanced CAN Acute Care Courses to the tracking system.
- B. Status of Future Agenda Items – None at this time.
- C. Today's Topics – None at this time.
- D. Policy Review/Development – None at this time.

IX. PRESIDENT'S REPORT

- A. College Activities
- Mansfield Matthewson presented the 06/07 Supplier Diversity Report.
 - President Olivarez dedicated the Mayor's Diversity Award to the Board of Trustees.
- B. Events on Campus –February 2008

GRCC February 2008 Events

All events are free and open to the public unless otherwise noted.

February 1

"Improving your Nutritional Status"
Employee Wellness Team session
9:30 – 11:00 a.m.

February 4

Faculty Recital—Robin Connell on piano with the Grand Rapids Jazz Orchestra
GRCC Recital Hall
7:30 p.m.

February 6

Diversity Lecture Series XIII with Dr. Robert D. Bullard, Ware Distinguished Professor and Author, "Environmental Justice/Environmental Racism"
Fountain Street Church, 24 Fountain Street NE
7:00 p.m.

February 12

Pianorama IV—A piano scholarship fundraiser featuring GRCC faculty and students
\$5 suggested donation
GRCC Recital Hall
7:30 p.m.

February 14

Diversity Conference XIV
Keynote speaker: Chris Abani, award-winning poet and novelist "Human Rights in Politics and Art"
Breakout session topics include: Ageism, Managing Conflict, and Diversity
Open to high school students, college students, and professionals.
Public admission \$40, students \$20
Applied Technology Center
8:30 a.m. to 2:00 p.m.
Call (616) 234-3390 for registration

February 14

GRCC International Guitar Series—Paul Vondiziano, Classical guitarist
\$10 general admission, \$7 students
GRCC Recital Hall
7:30 p.m.

February 23

Family Matters at GRCC
Fun for children, resources for families, food available for purchase at event
Hosted by Maranda—WOTV4 and WOODTV8
GRCC Gerald R. Ford Fieldhouse
11:00 a.m. – 3:00 p.m.

February 24

Vocal Music Department Concert—A concert presentation by the GRCC Choral Ensembles
First United Methodist Church

3:00 p.m.

GRCC February 2008 Sports

Men's Basketball

February 1	7:30 p.m.	Ancilla College	Ford Fieldhouse
February 6	7:30 p.m.	Lansing CC, Lansing, MI	Away
February 8	7:30 p.m.	Kalamazoo Valley CC	Ford Fieldhouse
February 13	7:30 p.m.	Lake Michigan College	Ford Fieldhouse
February 16	7:30 p.m.	Muskegon CC, Muskegon, MI	Away
February 20	7:30 p.m.	Glen Oaks CC	Ford Fieldhouse
February 22	7:30 p.m.	Jackson CC	Ford Fieldhouse
February 25		MCCAA Tournament	

Women's Basketball

February 1	5:30 p.m.	Ancilla College	Ford Fieldhouse
February 6	5:30 p.m.	Lansing CC, Lansing, MI	Away
February 8	5:30 p.m.	Kalamazoo Valley CC	Ford Fieldhouse
February 13	5:30 p.m.	Lake Michigan College	Ford Fieldhouse
February 16	5:30 p.m.	Muskegon CC, Muskegon, MI	Away
February 20	5:30 p.m.	Glen Oaks CC	Ford Fieldhouse
February 22	5:30 p.m.	Jackson CC	Ford Fieldhouse
February 25		MCCAA Tournament	

X. ADDITIONAL COMMENTS FROM THE FLOOR

- Chairperson Schenk announced that the move of Channel 28 to Comcast Digital Channel 903 has been delayed.

XI. REQUESTS FOR INFORMATION AND FOLLOW UP

None at this time.

XII. ADJOURNMENT

The Board adjourned at 5:30 p.m.

No further business was discussed.

Secretary