

# ***GRAND RAPIDS COMMUNITY COLLEGE***

## **AGENDA OF BOARD OF TRUSTEES**



**MONDAY, JUNE 12, 2023, 4:15 PM  
BOARD CHAMBERS  
143 BOSTWICK NE**

# GRAND RAPIDS COMMUNITY COLLEGE BOARD OF TRUSTEES



**David J. Koetje, M.A.**  
Chairperson  
2024



**Kenyatta Brame, J.D.**  
Vice Chairperson  
2028



**Sheryl Siegel, B.A.**  
Treasurer  
2024



**Kathleen Bruinsma, J.D.**  
Secretary  
2028



**Brandy Lovelady Mitchell, Ed.D.**  
Trustee  
2026



**Daniel Williams, Ed.D.**  
Trustee  
2026



**Salvador Lopez, M.S.**  
Trustee  
2028



**Charles W. Lepper, Ph.D.**  
President

Minutes of this and all proceedings of the board may be obtained in the office of the Board of Trustees;  
GRCC DeVos Campus, Administration Building, Room 202; 415 Fulton St. E; Grand Rapids, MI 49503; Phone (616) 234-3901.

GRAND RAPIDS, MI  
GRAND RAPIDS COMMUNITY COLLEGE  
REGULAR BOARD OF TRUSTEES MEETING  
MONDAY, JUNE 12, 2023  
Board Library, RFJ Hall 4:15 p.m.

ORDER OF BUSINESS

**I. GENERAL BUSINESS**

- Call to Order
- Introduction of Guests
- Review and Approval of Agenda to include additions, deletions, or corrections.
- Open Comments
  - Open comments in this section of the agenda are limited to comments specifically related to today's board agenda.
- Special Order of Business (New Business)
  - Certification of Appointment 2023-2024 MCCA Board of Directors & 2023-2024 Meeting Schedule

**II. MONITORING REPORTS**

- Report (s)
  - Finance Update – Lisa Freiburger

**III. UPDATES**

- Student Report
- Foundation Update (Quarterly Report)
- Board Chair Report – David Koetje
- President's Update – Charles W. Lepper, Ph.D.
- Faculty Association Update – Frank Conner

**IV. COMMUNITY CONNECTIONS**

- Communications to the Board

**V. CONSENT ITEMS**

These items will be adopted as a group without specific discussion. When approving the meeting agenda, any board member may request that a consent agenda item be moved to the regular agenda for discussion or questions. *Recommended that the following items be approved as presented:*

- Minutes of previous meetings, Grant Awards/Requests, Personnel Transactions, & Financial Transactions
  - Minutes from May 15<sup>th</sup> board meeting and June 7<sup>th</sup> work session.
  - Grants GRCC received from May 1st to May 31st, 2023.

**VI. ACTION ITEMS**

- N. Purchases over \$100,000
- O. APSS Contract
- P. Meet & Confer Compensation & Exempt Contracts
- Q. President Evaluation

**VII. OPEN COMMENT** (*Faculty, staff, students, and the Public are invited to address the Board on any matter.*)

## **VIII. FINAL BOARD COMMENTS**

## **IX. ADJOURNMENT**

Next Meeting of the Board:

- Monday, August 21, 2023 Work Session, 2:00 p.m., Board Conference Room
- Monday, August 21, 2023 Regular Board Meeting, 4:15 p.m., Board Library
- Monday September, 18, 2022 Regular Board Meeting, 4:15 pm, Board Library

## **GENERAL BUSINESS**

- A. Call to Order
- B. Introduction of Guests
- C. Review and Approval of Agenda to include additions, deletions, or corrections.
- D. Open Comments
  - Open comments in this section of the agenda are limited to comments specifically related to today's board agenda.
- E. Special Order of Business (New Business)
  - Certification of Appointment 2023-2024 MCCA Board of Directors & 2023-2024 Meeting Schedule – Chairperson Koetje

## MONITORING REPORTS

### F. Report (s)

- Finance Update – Lisa Freiburger.

## **UPDATES**

- G. Student Report – None at this time.
- H. Foundation Update – None at this time.
- I. Board Chair Update - David Koetje
- J. President’s Update – Charles W. Lepper, Ph.D.
- K. Faculty Association Update – None at this time.

### **July 2023 Public Events on Campus**

None at this time.

# **GRCC Employees on the Move from May 1, 2023 – June 1, 2023**

## **WELCOME TO GRCC**

### **New Hire**

Sydney Morris  
Financial Aid, Financial Aid Technical Specialist  
Effective date: June 12, 2023

Kelly Phillips  
Health Sciences, Associate Dean of Health Science  
Effective date: June 5, 2023

Abigail Ritzema  
Mathematics, Support Professional  
Effective date: May 22, 2023

Amy Lyn  
Instructional Support & Institutional Planning, Exe. Director of Teaching, Learning & Distance  
Education  
Effective date: May 22, 2023

Rose Sickrey  
Student Financial Services, Support Professional  
Effective date: May 15, 2023

Janyxa Avalos  
Media Technologies, Support Professional  
Effective date: May 15, 2023



## CONGRATULATIONS ON YOUR NEW POSITION

### **Transfers:**

Anthony Childers

Transfer to: Custodians, Custodian I

Transfer from: Custodians, Custodian I

Effective date: June 5, 2023

Sydney Plaggemars

Transfer to: Training Solutions, Program Manager

Transfer from: Training Solutions, Job Developer

Effective date: May 22, 2023

Tyler Kaines

Transfer to: Facilities, Energy Project Manager

Transfer from: CEBA, HVAC, Maintenance

Effective date: May 22, 2023

Daniel Sullivan

Transfer to: Academic Support and Tutoring Services, Tutorial Coordinator

Transfer from: Health Sciences, Interim Associate Dean,

Effective date: May 22, 2023

Jonnathan Resendiz

Transfer to: Computer Information Systems, Assistant Professor

Transfer from: STEM, Interim Associate Dean

Effective date: May 19, 2023

Rebecca Rogers

Transfer to: College Advancement, Foundation Database Coordinator

Transfer from: Support Professional, College Advancement

Effective date: May 15, 2023

## THANK YOU FOR YOUR SERVICE

### **Separations**

Kelsey McDonagh

Early Childhood Learning Lab, Assistant  
to Preschool Instructor

Effective date: June 3, 2023

Antonio Arvizu

Custodian, Custodian I, 2nd Shift,  
Calkins Science Center

Effective date: May 31, 2023

Maria Mckee

Academic Support and Tutoring, Interim  
Tutorial Coordinator

Effective date: May 6, 2023

Benjamin Nicolette

Custodians, Custodian I

Effective date: May 5, 2023

### **Retirements:**

Jimmie Taylor

Maintenance, Electrician

Effective date: July 1, 2023

## **COMMUNITY CONNECTIONS**

### **L. Communications to the Board**

## CONSENT ITEMS

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

- Minutes from May 15<sup>th</sup> board meeting and June 7<sup>th</sup> work session.
- No Grants received from May 1<sup>st</sup> - May 31<sup>st</sup>, 2023.

Financial Transactions  
(May 1 - 31, 2023)

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

**a. General Fund**

- 1) Purchase order issued to provide individual math assessment and remediation tool used by students.

**Requestor:** Lori Cook – Enrollment Center

**Expenditure:** \$31,460.00 (2271-11)

**Disposition:** New Purchase

**Supplier:** McGraw Hill Co

Philadelphia, PA

Source of Funds: General Fund

Bid: No, Sole Source

- 2) Purchase order issued to provide web-based modules for electronic learning, geared towards technical trade areas.

**Requestor:** Jeffery VanderVeen (Julie Parks) – M-Tec

**Expenditure:** \$26,042.00 (2311-11)

**Disposition:** Renewal Purchase

**Supplier:** Applied Technology Systems

Franklin, MI

Source of Funds: General Fund

Bid: No, Sole Source

- 3) Purchase order issued to provide dental vacuum system consisting of 2 AERAS RV10-23 vacuum pumps and associated components.

**Requestor:** Phoenix Noelle - SWD

**Expenditure:** \$26,029.88 (2311-11)

**Disposition:** Replacement Purchase

**Supplier:** Patterson Dental Supply

Grand Rapids, MI

Source of Funds: General Fund

Bid: Yes, RFP #2223-2068

- 4) Purchase order issued to provide all AV equipment for commencement ceremonies in the fieldhouse.

**Requestor:** Klaas Kwant - Media  
**Expenditure:** \$31,500.00 (2359-11)  
**Disposition:** Rental Purchase  
**Supplier:** Creative Day Technologies  
Troy, MI  
Source of Funds: General Fund  
Bid: Yes, RFP #2223-11312

- 5) Purchase order issued to provide Cisco Smartnet hardware maintenance renewal.

**Requestor:** Donovan Wallace - IT  
**Expenditure:** \$36,866.90 (2453-11)  
**Disposition:** Renewal Purchase  
**Supplier:** Presidio Networked Solution Group  
Troy, MI  
Source of Funds: General Fund  
Bid: Yes, RFP #1920-1356

- 6) Purchase order issued to provide increase of \$7,000.00 to BPO 23000124 for student recruitment at Whitecaps games.

**Requestor:** David Murray - Communications  
**Expenditure:** \$30,000.00 (2530-11)  
**Disposition:** Recurring Purchase  
**Supplier:** Whitecaps Professional Baseball  
Comstock Park, MI  
Source of Funds: General Fund  
Bid: No, Sole Source

**b. Other Special Funds**

- 1) Purchase order issued to provide annual Perceptive software maintenance and support.

**Requestor:** Jeffery VanderVeen - IT  
**Expenditure:** \$83,440.19 (2359-14)  
**Disposition:** Renewal Purchase  
**Supplier:** Hyland Software  
Westlake, OH  
Source of Funds: Auxiliary Fund  
Bid: No, Sole Source

- 2) Purchase order issued to provide Dental Vacuum system consisting of 2 AERAS RV10-23 vacuum pumps, 1 30-gallon tank, and associated components.

**Requestor:** Phoenix Noelle - SWD  
**Expenditure:** \$26,209.76 (2821-42-GENATC)  
**Disposition:** Replacement Purchase  
**Supplier:** Patterson Dental Supply  
Grand Rapids, MI  
Source of Funds: Plant Fund  
Bid: Yes, RFP #2223-2068

- 3) Purchase order issued to provide replacement for the Sneden Hall welcome center roof.

**Requestor:** Jim VanDokkumburg - Facilities  
**Expenditure:** \$80,913.66 (2330-42-GENERAL)  
**Disposition:** Replacement Purchase  
**Supplier:** D7 Commercial Roof Services  
Kalamazoo, MI  
Source of Funds: Plant Fund  
Bid: No, used TIPS pricing consortium #210205

- 4) Purchase order issued to provide Y5 Evaluation services charges includes Performance Insights license.

**Requestor:** Steve Beauclair – Gear Up Wyoming  
**Expenditure:** \$33,400.00 (2271-51-FEDGEARUPWY23)  
**Disposition:** Recurring Purchase  
**Supplier:** Vela Institute  
Boone, NC  
Source of Funds: Grants  
Bid: No, Sole Source

- 5) Purchase order issued to provide furniture upgrade in the Leadership Hub at Student Life.

**Requestor:** Jim VanDokkumburg - Facilities  
**Expenditure:** \$34,059.80 (2359-91)  
**Disposition:** New Purchase  
**Supplier:** Custer Workplace Interiors  
Grand Rapids, MI  
Source of Funds: Agency Funds  
Bid: No, E&I Contract 21Z00987

GRAND RAPIDS COMMUNITY COLLEGE  
 2022-2023 GENERAL OPERATING FUND BUDGET REPORT  
 FOR THE PERIOD ENDED MAY 31, 2023

GENERAL OPERATING	ADOPTED BUDGET	2022/2023 ACTUAL 05/31/2023	PERCENTAGE
REVENUE:			
TUITION	40,600,000	40,119,788	98.82%
FEES	7,425,000	7,125,066	95.96%
PROPERTY TAX	38,070,000	38,137,876	100.18%
STATE AID	30,222,000	27,047,642	89.50%
INTEREST	200,000	1,450,621	725.31%
MISCELLANEOUS	1,860,000	742,922	39.94%
<b>TOTAL REVENUE</b>	<b>118,377,000</b>	<b>114,623,916</b>	<b>96.83%</b>
EXPENSE:			
SALARIES:			
INSTRUCTION	32,195,000	25,996,113	80.75%
COUNSELING	1,950,000	1,589,944	81.54%
LIBRARIAN	600,000	447,905	74.65%
ADMINISTRATION	5,650,000	4,630,583	81.96%
ADMINISTRATIVE SUPPOR	1,320,000	1,112,137	84.25%
TECHNICAL SUPPORT	8,900,000	7,469,987	83.93%
SECRETARIAL	5,060,000	3,842,890	75.95%
BLDG OPERATIONS	4,770,000	3,902,420	81.81%
STUDENT ASSISTANT	1,320,000	921,456	69.81%
EST SAVINGS ON OPEN PO:	(500,000)		
<b>TOTAL SALARIES</b>	<b>61,265,000</b>	<b>49,913,436</b>	<b>81.47%</b>
NON-SALARY:			
FRINGE BENEFITS	36,787,000	34,289,508	93.21%
CONTRACTED SERVICE	4,486,040	4,228,629	94.26%
SUPPLIES & REPAIRS	5,292,384	4,208,055	79.51%
UTILITIES & RENT	4,384,462	3,397,048	77.48%
TRANSFERS	2,838,104	1,370,284	48.28%
OTHER COSTS	3,090,651	1,731,667	56.03%
EQUIPMENT	329,863	249,027	75.49%
CONTINGENCY	224,000	-	0.00%
EST SAVINGS ON CONTRO:	(500,000)		
<b>TOTAL NON-SALARY</b>	<b>56,932,504</b>	<b>49,474,218</b>	<b>86.90%</b>
<b>TOTAL EXPENSE</b>	<b>118,197,504</b>	<b>99,387,654</b>	<b>84.09%</b>
<b>NET REVENUE (EXPENSE)</b>	<b>179,496</b>	<b>15,236,261</b>	

GRAND RAPIDS COMMUNITY COLLEGE  
 2022-2023 GENERAL OPERATING FUND BUDGET REPORT  
 FOR THE PERIOD ENDED MAY 31, 2023

	MONTHLY ACTIVITY 5/31/23	MONTHLY ACTIVITY 5/31/22	YEAR-TO- DATE 5/31/23	YEAR-TO- DATE 5/31/22
REVENUE:				
TUITION	141,559	167,081	40,119,788	42,076,190
FEES	53,251	(125,644)	7,125,066	8,169,168
PROPERTY TAX	34,762	102,115	38,137,876	35,978,730
STATE AID	2,852,075	4,146,532	27,047,642	23,592,221
INTEREST	260,404	102,460	1,450,621	346,766
MISCELLANEOUS	46,804	43,206	742,922	1,125,036
<b>TOTAL REVENUE</b>	<b>3,388,854</b>	<b>4,435,750</b>	<b>114,623,916</b>	<b>111,288,111</b>
EXPENSE:				
SALARIES:				
INSTRUCTION	2,374,813	2,412,140	25,996,113	26,754,661
COUNSELING	147,506	112,196	1,589,944	1,114,483
LIBRARIAN	43,177	33,502	447,905	429,651
ADMINISTRATION	387,122	431,821	4,630,583	4,815,820
ADMINISTRATIVE SUPPORT	95,976	102,135	1,112,137	1,059,032
TECHNICAL SUPPORT	644,597	630,498	7,469,987	7,473,354
SECRETARIAL	373,430	298,223	3,842,890	3,661,541
BLDG OPERATIONS	351,118	307,147	3,902,420	3,795,647
STUDENT ASSISTANT	108,161	57,969	921,456	521,759
<b>TOTAL SALARIES</b>	<b>4,525,900</b>	<b>4,385,631</b>	<b>49,913,436</b>	<b>49,625,948</b>
NON-SALARY:				
FRINGE BENEFITS	2,843,384	2,787,482	34,289,508	28,828,673
CONTRACTED SERVICES	207,550	303,498	4,228,629	3,948,103
SUPPLIES & REPAIRS	414,886	510,011	4,208,055	4,112,500
UTILITIES & RENT	316,831	535,441	3,397,048	3,557,690
TRANSFERS	32,054	107,348	1,370,284	1,219,755
OTHER COSTS	248,648	157,684	1,731,667	1,517,832
EQUIPMENT	13,288	11,695	249,027	168,928
CONTINGENCY	-	-	-	-
<b>TOTAL NON-SALARY</b>	<b>4,076,642</b>	<b>4,413,159</b>	<b>49,474,218</b>	<b>43,353,481</b>
<b>TOTAL EXPENSE</b>	<b>8,602,542</b>	<b>8,798,790</b>	<b>99,387,654</b>	<b>92,979,429</b>
<b>NET REVENUE (EXPENSE)</b>	<b>(5,213,688)</b>	<b>(4,363,040)</b>	<b>15,236,261</b>	<b>18,308,682</b>

GRAND RAPIDS COMMUNITY COLLEGE  
 2022 - 2023 DESIGNATED FUND BUDGET REPORT  
 FOR PERIOD ENDING MAY 31, 2023

DESIGNATED	2022 - 2023		PERCENTAGE
	ADOPTED BUDGET	ACTUAL 5/31/23	
<b>REVENUE:</b>			
CONTRACTED TRAINING	1,599,585	1,830,576	114.44%
OTHER MISCELLANEOUS LOCAL	912,435	159,223	17.45%
<b>TOTAL REVENUE</b>	<b>2,512,020</b>	<b>1,989,799</b>	<b>79.21%</b>
<b>EXPENSES:</b>			
SALARIES			
INSTRUCTION	353,780	369,598	104.47%
ADMINISTRATION	356,272	384,410	107.90%
CUSTODIANS & SECURITY	34,100	16,892	49.54%
SECRETARIAL	21,564	11,425	52.98%
STUDENT ASSISTANTS	34,605	17,883	51.68%
<b>TOTAL SALARIES</b>	<b>800,321</b>	<b>800,208</b>	<b>99.99%</b>
NON-SALARY			
FRINGE BENEFITS	385,269	332,456	86.29%
CONTRACTED SERVICES	920,480	1,026,631	111.53%
SUPPLIES & REPAIRS	728,706	391,492	53.72%
UTILITIES & RENTALS	1,650	0	0.00%
CAPITAL OUTLAY	19,100	14,208	74.39%
TRANSFERS	(1,388,104)	(1,310,285)	94.39%
OTHER	109,007	35,410	32.48%
<b>TOTAL NON-SALARY</b>	<b>776,108</b>	<b>489,911</b>	<b>63.12%</b>
<b>TOTAL EXPENSE</b>	<b>1,576,429</b>	<b>1,290,119</b>	<b>81.84%</b>
<b>NET REVENUE (EXPENSE)</b>	<b>935,591</b>	<b>699,680</b>	



GRAND RAPIDS COMMUNITY COLLEGE  
 BUILDING & SITE FUND - GENERAL  
 FOR PERIOD ENDED May 31, 2023

	ADOPTED BUDGET	ACTUAL 5/31/23	PERCENTAGE
REVENUE:			
PROPERTY TAXES	10,150,000	10,141,313	99.91%
INVESTMENT EARNINGS	340,000	0	0.00%
TRANSFER FROM GENERAL FUND	1,250,000	0	0.00%
DONATIONS	900,000	0	0.00%
FACILITIES FEE	1,900,000	1,802,750	94.88%
TOTAL REVENUE	14,540,000	11,944,063	82.15%
EXPENSES:			
MAINTENANCE & OTHER	6,125,000	3,914,775	63.91%
PUBLIC SAFETY CENTER	7,000,000	0	0.00%
PIAZZA	2,420,000	1,915,384	79.15%
OTHER PROJECTS	100,000	104,952	104.95%
TRANSFERS TO DEBT FUND	3,120,000	0	0.00%
TOTAL EXPENSES	18,765,000	5,935,111	31.63%
NET REVENUE (EXPENSE)	(4,225,000)	6,008,952	

PLANT FUND - DEBT RETIREMENT FUND  
2022-23 FISCAL YEAR

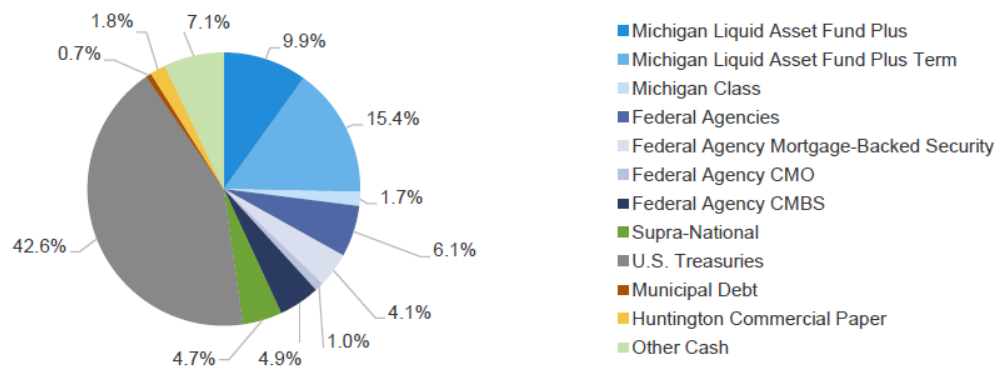
	BUDGET	ACTUAL 05/31/2023
<b>REVENUE</b>		
TRANSFER FROM PLANT - FACILITIES FEE	1,983,976	0
TRANSFER FROM PLANT - GENERAL	1,151,024	0
<b>TOTAL REVENUE</b>	<b>3,135,000</b>	<b>0</b>
 <b>EXPENSE</b>		
2012 ISSUE - REFUNDING		
PRINCIPAL	205,000	205,000
INTEREST	6,406	6,406
OTHER EXPENSE	100	400
<b>TOTAL EXPENSE</b>	211,506	211,806
 2019 ISSUE - 2009 REFUNDING		
PRINCIPAL	680,000	680,000
INTEREST	257,450	257,450
OTHER EXPENSE	500	500
<b>TOTAL EXPENSE</b>	937,950	937,950
 2020 ISSUE - 2012 REFUNDING		
PRINCIPAL	1,755,000	1,755,000
INTEREST	228,476	228,476
OTHER EXPENSE	500	500
<b>TOTAL EXPENSE</b>	1,983,976	1,983,976
 <b>GRAND TOTAL EXPENSE</b>	 <b>3,133,432</b>	 <b>3,133,732</b>

# Aggregate Cash and Investments

Period Ended

May 31, 2023

Security Type	Market Value	% of Total
Michigan Liquid Asset Fund Plus	\$10,962,393	9.9%
Michigan Liquid Asset Fund Plus Term	\$17,000,000	15.4%
Michigan Class	\$1,860,468	1.7%
Federal Agencies	\$6,718,619	6.1%
Federal Agency Mortgage-Backed Security	\$4,538,826	4.1%
Federal Agency CMO	\$1,134,524	1.0%
Federal Agency CMBS	\$5,387,978	4.9%
Supra-National	\$5,149,083	4.7%
U.S. Treasuries	\$47,046,719	42.6%
Municipal Debt	\$737,303	0.7%
Huntington Commercial Paper	\$2,040,132	1.8%
Other Cash	\$7,870,722	7.1%
<b>Total</b>	<b>\$110,446,767</b>	<b>100.0%</b>



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

## 2023-2024 BLANKET PURCHASE ORDERS

July 1, 2023 through June 30, 2024

### Consent Agenda

Requisitioner	Department	Acct Number	Vendor	Description	23/24	22/23
Beecher, Brian	Library & Learning Commons	2322-11-0071-410-00 (\$44,000) 2325--11-0071-410-00 (\$25,000)	EBSCO Publishing	Issued to provide funds for the Ebsco annual renewal	\$69,000.00	\$81,000.00
Beecher, Brian	Library & Learning Commons	2271-11-0071-410-00	OCLC, Inc	Issued for Copyright and Cataloging	\$25,000.00	\$24,000.00
Beecher, Brian	Library & Learning Commons	2271-11-0071-410-00	Ex Libris	Issued for Library Catalog and discovery layer	\$90,000.00	\$148,471.00
Blair, Lina	Student Life	2359-11-0152-000-00	Interurban Transit Partnership	Issued to provide Wavecard/Bus Passes	\$50,000.00	\$55,000.00
Coon, Christine	Human Resources	2271-11-0000-000-00	Flex Administrators	To provide funds for employee reimbursement checks for dental and vision	\$50,500.00	\$50,500.00
Janowiak, Vicki	Operational Planning	2271-14-0081-550-00	Interurban Transit Partnership	Issued for College connector route between Main Bldg and DeVos Campus for student transportation - 2 shuttle lines	\$95,000.00	\$95,000.00
Janowiak, Vicki	Lakeshore	2271-11-0460-440-00	DK Security	Issued for security services at the Lakeshore Campus	\$70,000.00	\$65,251.00
Janiowiak, Vicki	Lakeshore	2453-11-0460-440-00 - \$15,000 2452-11-0460-440-00 - \$33,000	Holland Board of Public Works	Issued for Broadband connection at Lakeshore. Issued for Electricity at Lakeshore	\$48,000.00	\$48,000.00
Murray, Dave	Communications	2530-11-0247-630-00	Adtegrity.com	Issued for Branding & Advertising for student recruitment - Kent and Lakeshore	\$90,000.00	\$99,500.00
Parks, Julie	Workforce Development	2271-51-0000-320-FED-SCC	Pacific Research and Evaluation LLC	Issued for 3rd year of contract for evaluator for SCC grant (2122-9113)	\$54,278.00	\$57,527.00
Parks, Julie	Workforce Development	2271-51-0000-321-00-EPA	City of Grand Rapids Treasurer	Issued for EPA grant funded activity coordinated with the City of Grand Rapids	\$54,791.00	NEW
Scott, Jennifer	Cashiers	2210-11-0027-620-00	Bank Mobile	Issued to provide refund management	\$31,994.79	\$30,471.23
Scott, Jennifer	Cashiers	2210-11-0027-620-00	Nelnet	Issued for online student tuition payments	\$60,000.00	\$60,000.00
Sedore, Danelle	GRCC ePrint	2343-14-0602-550-00	Konica Minolta Business Solutions	Issued for copier/printer service and support	\$30,000.00	\$32,000.00
Sedore, Danelle	GRCC ePrint	2343-14-0601-550-00	Applied Innovation	Issued for service and supplies for the Ricoh production digital printers	\$55,000.00	\$39,000.00
Sedore, Danelle	GRCC ePrint	2353-11-0035-620-00	US Postal Service	Issued for US Postage Permit 415	\$30,000.00	\$35,000.00
Sedore, Danelle	GRCC ePrint	2353-11-0035-620-00	Reserve Account	Issued for Reserve Postage Account	\$90,000.00	\$80,000.00
VandereVeen, Jeff	Information Technology	2271-11-0030-200-00	CollegeNet	Issued to provide 25Live, Schedule 25 and associated services	\$35,446.80	\$33,283.40
VanDokkumburg, Jim	Facilities	2271-11-0078-730-00	Midwest Air Filter	Issued to provide air filters for all campus bldgs (2021-4262B)	\$36,000.00	\$35,000.00
VanDokkumburg, Jim	Facilities	2271-11-0078-730-00	Broadmoor Products	Issued to provide water treatment chemicals	\$63,000.00	\$60,000.00
VanDokkumburg, Jim	Facilities	2271-11-0078-730-00	Elevator Service	Issued to provide elevator maintenance and service (2122-12021B)	\$78,750.00	\$75,000.00
Wallace, Donovan	Information Technology	2453-11-0123-200-00	123 Net Inc	Issued for 123.net services	\$35,000.00	\$35,300.00
Whitman, Rebecca	Campus Police	2559-15-0042-750-00	State of Michigan - Finger Printing	Issued to provide finger printing services	\$40,000.00	\$40,000.00
Whitman, Rebecca	Campus Police	2271-14-0081-550-00	Traffic & Safety	Issued to provide parking ramp maintenance services	\$62,000.00	\$62,000.00

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

**a. General Fund**

- 1) Request permission to increase blanket purchase order by \$20,000.00 to provide Spotify ads for student recruitment.

**Requestor:** David Murray – Communications

**Expenditure:** \$119,500.00 (2530-11)

**Disposition:** Recurring Purchase

**Supplier:** Adtegrity

Grand Rapids, MI

Source of Funds: General Fund

Bid: Yes, RFP #1617-6193

**a. Other Special Funds**

No items to report for May 2023



## 2023-2024 BLANKET PURCHASE ORDERS

July 1, 2023 through June 30, 2024

### Action Agenda

Requisitioner	Department	Acct Number	Vendor	Description	23/24	22/23
Beecher, Brian	Library	54,100 - 2271-11-0071-410-00 \$19,000 - 2321-11-0071-410-00 \$112,000 - 2325-11-0071-410-00	Midwest Collaborative	Issued for Library subscriptions	\$135,100.00	\$135,100.00
Chisholm, Mary Jo	Information Technology	2271-11-0603-200-00	Oracle	Issued to provide support services	\$885,392.05	\$819,807.58
Coon, Christine	Human Resources	2186-11-0000-000-00	FCCI Insurance	To provide funds for processing workers compensation claims	\$121,237.00	\$111,248.00
Ferullo, Lauren	Athletics	2821-11-0001-560-00	Game One	Issued to provide Athletic Team uniforms (2223-3099)	\$100,000.00	\$80,000.00
Ferullo, Lauren	Athletics	2512-11-0001-560-00	Compass Coach	Issued to provide charter bus transportation for student athletes (2223-7165)	\$175,000.00	\$150,000.00
Freiburger, Lisa	Financial Services	2411-11-0460-440-00	The Shops at Westshore Condominium Association	Issued for Lakeshore Rental Fees	\$110,000.00	\$100,113.96
Freiburger, Lisa	Financial Services	2472-11-0078-620-00 - \$155,000.00 2471-11-0231-620-00 - \$173,000.00	Middle Cities Management Trust	Issued for Insurance Protection for Risk Management	\$328,000.00	\$298,661.00
Freiburger, Lisa	Financial Services	2271-14-0081-550-00	Ellis Parking	Issued for Parking Ramp Management	\$275,000.00	\$275,000.00
Lovell, David	Student Success and Retention	2821-51-0000-530-FED-SIP24	EAB Global	Issued for Student Success Management system (1920-3295)	\$214,870.00	\$210,000.00
Parks, Julie	Workforce Development	2271-51-0000-324-FED-1WORK	Grand Rapids Urban League	Issued for 1Work grant funded activity persub recipient agreement	\$137,813.00	NEW
Parks, Julie	Workforce Development	2271-51-0000-325-00-FED-1WORK	Hispanic Center of West Michigan	Issued for 1Work grant funded activity per sub recipient agreement.	\$105,388.00	\$100,368.00
Parks, Julie	Workforce Development	2271-51-0000-322-FED-SCC	Lansing Community College	Issued for grant funded activity per sub recipient agreement	\$276,200.00	\$270,000.00
Parks, Julie	Workforce Development	2271-51-0000-323-FED-SCC	Muskegon Community College	Issued for grant funded activity per sub recipient agreement	\$167,817.00	\$173,000.00
Parks, Julie	Workforce Development	2271-51-0000-324-FED-SCC	Oakland Community College	Issued for grant funded activity per sub recipient agreement	\$206,014.00	\$199,507.00
Parks, Julie	Workforce Development	2271-51-0000-321-FED-1WORK	West Michigan Works	Issued for grant funded activity per sub recipient agreement	\$745,234.00	\$689,206.00
VanDokkumburg, Jim	Facilities	2271-11-0078-730-00	Ellis Parking	Issued to provide cleaning services for GRCC parking ramps (2122-4247)	\$192,533.88	\$192,533.88
VanDokkumburg, Jim	Facilities	2271-11.0078-730-00	Engineered Protection Systems	Issued to provide security monitoring throughout the campus	\$100,000.00	\$100,753.52
VanderVeen, Jeff	Information Technology	2822-42-0000-000-00-GENPC	Dell Marketing LP *CDW-G	Issued for Dell computers and accessories (MHEC-04152022)	\$400,000.00	\$425,000.00

**ACCOUNTS:**

**KEY:**

11 – General Fund  
14 – Auxiliary Fund  
15 – Designated Fund  
42 – Bonds, Plant Fund  
51 – Grants  
91 – Agency Funds

\* 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)

O. APSS Contract

P. Meet & Confer Compensation & Exempt Contracts

Q. President Evaluation



**Vision:** GRCC provides relevant educational opportunities that are responsive to the needs of the community and inspires students to meet economic, social and environmental challenges to become active participants in shaping the world of the future.

**Mission:** GRCC is an open access college that prepares individuals to attain their goals and contribute to the community.

**Values:**

**Excellence** – We commit to the highest standards in our learning and working environment.

**Diversity** – We create an inclusive, welcoming, and respectful environment that recognizes the value, diversity, and dignity of each person.

**Responsiveness** – We anticipate and address the needs of students, colleagues, and community.

**Innovation** – We seek creative solutions through collaboration, experimentation, and adaptation.

**Accountability** – We set benchmarks and outcomes to frame our decision-making, measure our performance, and evaluate our results.

**Sustainability** – We use resources in responsible ways to achieve balance among our social, economic, and environmental practices and policies.

**Respect** – We treat others with courtesy, consideration, and civility.

**Integrity** – We commit to GRCC values and take personal responsibility for our words and actions.

**Strategic Goals:**

**Strategic Goal #1: Teaching and Learning**– The College develops curriculum and curriculum delivery, and supports instruction that measurably improves student learning..

**Strategic Goal #2: Completion and Transfer** – The College sustains and continuously improves our focus on successful student goal achievement whether that be completion of a degree/ credential, transfer to another college, or personal interest/skill attainment

**Strategic Goal #3:** The College works to create and support equitable practices across the institution to remove barriers and ensure high comparable outcomes for all identifiable groups.

**Strategic Goal #4:** The College seeks to positively impact the community by educating and training students with relevant skills so that they are retained in the service region holding living-wage jobs, as well as through collaborations/ events with education and community partners.

**Strategic Goal #5:** The College effectively plans for and uses our resources to preserve and enhance the institution.

*Grand Rapids Community College creates an inclusive learning and working environment that recognizes the value and dignity of each person. It is the policy and practice of GRCC to provide equal educational and employment opportunities regardless of age, race, color, religion, marital status, sex/gender, pregnancy, sexual orientation, gender identity, gender expression, height, weight, national origin, disability, political affiliation, familial status, veteran status or genetics in all programs, activities, services, employment and advancement including admissions to, access to, treatment in, or compensation in employment as required by state and federal law. GRCC is committed to reviewing all aspects of GRCC programs, activities, services and employment, including recruitment, selection, retention and promotion to identify and eliminate barriers in order to prevent discrimination on the basis of the listed protected characteristics. The college will not tolerate any form of retaliation against any person for bringing charges of discrimination or participating in an investigation. Further information may be obtained from the EEO Office or the Office of General Counsel, 143 Bostwick Avenue NE, Grand Rapids, MI 49503-3295.*

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