

**GRAND RAPIDS COMMUNITY COLLEGE  
REGULAR BOARD OF TRUSTEES MEETING  
MONDAY, MAY 19, 2025  
DRAFT MINUTES**

**I. Call to Order**

- A. The meeting was called to order at 4:20 by Chair Lovelady Mitchell.  
Present: Trustees Brame, Bruinsma, Lopez, Lovelady Mitchell, Perkins,  
Siegel, & Williams – 7  
Absent: 0  
Sitting in for the Interim President was Dr. Sheila Jones, Provost and Executive Vice President  
of Academic and Student Affairs.
- B. Introduction of Guests  
Erin VanEgmond, Vice President of College Advancement and Executive Director of the GRCC  
Foundation introduced:
  - 1. Mayor Emeritus, Rosalynn Bliss, who was presented with the 2025 Raider  
Champion award.
  - 2. Sophia Brewer, Associate Professor, who was recognized as the 2025 MI-ACE  
Distinguished Woman in Higher Education Leadership Award winner.

**II. Board Business**

- A. Review and Approval of Agenda to include additions, deletions, or corrections.  
Motion by Trustee Williams to approve the agenda as presented. Seconded by Trustee Perkins  
Motion carries 7-0.
- B. Open Comments (*limited to comments specifically related to today's board agenda*)  
None
- C. Special Order of Business (New Business)
  - 1. Presidential Search Firm Selection  
Trustee Lopez moved to engage Academic Search as the firm to lead GRCC's presidential  
search process. Trustee Perkins seconded the motion.  
Discussion included information regarding the number of firms that applied, the rubric and  
virtual interviews held, the expertise of the search firm leadership, and their assertiveness  
in seeking out candidates.  
Motion carries 7-0.

- D.** Consent Items (These items will be adopted as a group without specific discussion. Recommended that the following items be approved as presented.)
1. Minutes of previous meetings, Grant Awards/Requests, Personnel Transactions, & Financial Transactions
    - Minutes from March 17 work session and regular meeting
    - Minutes from the May 5 work session and special/budget meeting
    - Grants GRCC received, March 1-May 10, 2025
- GRCC received a **Reconnect Community Action Grant** in the amount of **\$1,250,000** from the **MiLEAP Office of Sixty by 30**. The grant will fund the work of the newly formalized Kent County Reconnect Collaborative. Kent ISD is the primary convener of the initiative and the leads are Grand Rapids Community College (GRCC), Kent County, City of Grand Rapids, Grand Rapids Chamber of Commerce, West Michigan Works! (WMW) and TalentFirst.

## **GRCC Employees on the Move from March 1, 2025 to April 30, 2025**

### **New Hire(s):**

#### **Madison Emelander**

Custodian I, 3rd Shift, FORD FIELDHOUSE

Effective Date: March 3, 2025

#### **Luan Dinh**

Custodian I, 3rd Shift, ATC BUILDING

Effective Date: March 10, 2025

#### **Erin Muehlenkamp**

Senior Development Officer

Effective Date: March 17, 2025

#### **Crystal Morris**

Executive Director of Financial Aid

Effective Date: March 17, 2025

#### **Jean Bugbee**

Support Professional, Student Financial Services

Effective Date: March 24, 2025

#### **Victoria Anderson**

Financial Aid Specialist

Effective Date: March 31, 2025

#### **Kyle Johnson**

Custodian I, 3rd Shift, ATC BUILDING

Effective Date: March 31, 2025

#### **Araceli Barajas**

Support Professional, Liberal Arts

Effective Date: March 31, 2025

#### **Veronica Rodriguez**

Custodian I, 3rd Shift, ATC BUILDING

Effective Date: March 31, 2025

#### **Kelly Middlemiss**

Custodian I, 3rd Shift, Calkins Science Center

Effective Date: April 7, 2025

#### **James Carte**

Associate Enterprise Programmer/Analyst

Effective Date: April 14, 2025

#### **Paul Tu**

Support Professional, Financial Aid

Effective Date: April 14, 2025

**Jennifer Price**

Executive Assistant to the Vice President of People, Culture, & Equity

Effective Date: April 21, 2025

**Elizabeth Martin**

Student Success Coach

Effective Date: April 21, 2025

**Taylor Foster**

Kellogg Community Recruitment Specialist

Effective Date: April 21, 2025

**Kodjovi Kpachavi**

Support Professional, Strategic Outreach

Effective Date: April 28, 2025

**Matthew Ippel**

Assistant Professor, Nursing Program

Effective Date: April 28, 2025

**Mandy Cebelak**

Assistant to Preschool Instructor

Effective Date: April 28, 2025

**Rehire(s):****Brian McCallahan**

Grant Accountant, Accounting/Budgets

Effective Date: March 3, 2025

**Fabiola Garcia**

Support Professional, Early Childhood Learning Lab

Effective Date: March 10, 2025

**Transfer/New Position****Nathaniel Soules**

Transfer To: Associate Director of Financial Aid Operations

Transfer From: Financial Aid Specialist

Effective Date: March 3, 2025

**Bethany Levandowski**

Transfer To: Transfer & Articulation Services Coordinator

Transfer From: Support Professional, Job Training

Effective Date: March 3, 2025

**Jessica Blandford**

Transfer To: Executive Assistant to General Counsel

Transfer From: Support Professional, Center for Counseling and Wellbeing

Effective Date: March 3, 2025

**Lynnae Selberg**

Transfer To: Department Head/Professor

Transfer From: Professor, Academic Advising & Transfer Center

Effective Date: March 17, 2025

**Deborah Snider**

Transfer To: Support Professional, Student Affairs

Transfer From: Support Professional, Advising and Student Support

Effective Date: March 17, 2025

**Sharia Hudnell**

Transfer To: Custodian I, 3rd Shift, RJF Hall

Transfer From: Custodian I, 3rd Shift, ATC BUILDING

Effective Date: March 31, 2025

**Giovani Solis-Velasquez**

Transfer To: Support Professional, Business

Transfer From: Contingent, Academic Support and Tutoring Services

Effective Date: April 7, 2025

**Tony Myers**

Transfer To: Police Captain, GRCC Police

Transfer From: Police Officer, GRCC Police

Effective Date: April 14, 2025

**Lisa Freiburger**

Transfer To: Interim President

Transfer From: VP Finance and Administration

Effective Date: April 14, 2025

**Scott Minton**

Transfer To: Lead Cybersecurity Analyst

Transfer From: Systems Administrator, Infrastructure

Effective Date: April 14, 2025

**Luke Griemsman**

Transfer To: Lab Assistant, Physical Science

Transfer From: Contingent, Lab Assistant, Physical Science

Effective Date: April 14, 2025

**Separation(s)****Sarah Zwyghuizen**

Promise Zone Success Coord, GR Promise Zone

Effective Date: March 8, 2025

**Whitney Saganski**

Preschool Instructor, Early Childhood Learning Lab

Effective Date: March 15, 2025

**Rasheika Earvin**

Custodian I, 3rd Shift, RJF Hall

Effective Date: April 3, 2025

**Robert Decker**

Lieutenant, GRCC Police

Effective Date: April 12, 2025

**Frank Sargent**

Chief of Staff, President

Effective Date: April 15, 2025

**Alicia Sanchez-Harmon**

Preschool Instructor, Early Childhood Learning Lab

Effective Date: April 25, 2025

D. Financial Transactions  
(April 30, 2025)

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

**a. General Fund**

- 1) Purchase order issued to provide increase payment for legal services.

**Requestor:** **Brett Meyer – General Counsel**

**Expenditure:** **\$75,000.00 (2213-11)**  
**(\$55,000.00 increase)**

**Disposition:** **Additional Purchase**

**Supplier:** **Honigman LLP**  
Detroit, MI

Source of Funds: General Fund

Bid: No, Sole Source

- 2) Purchase order issued to provide additional payment for legal services for labor counsel.

**Requestor:** **Brett Meyer – General Counsel**

**Expenditure:** **\$30,000.00 (2213-11)**  
**(\$15,000.00 increase)**

**Disposition:** **Additional Purchase**

**Supplier:** **Thrun Law Firm PC**  
East Lansing, MI

Source of Funds: General Fund

Bid: No, Sole Source

- 3) Purchase order issued to provide additional payment for legal services.

**Requestor:** **Brett Meyer – General Counsel**

**Expenditure:** **\$35,000.00 (2213-11)**  
**(\$25,000.00 increase)**

**Disposition:** **Additional Purchase**

**Supplier:** **Middle Cities Risk Management Trust**  
Lansing, MI

Source of Funds: General Fund

Bid: No, Sole Source

- 4) Purchase order issued to provide payment for one year for Canvas Integration plus onboarding and one time set up fee.

**Requestor:** **Jeff VanderVeen – Information Technology**

**Expenditure:** **\$35,020.00 (2271-11)**

**Disposition:** **New Purchase**

**Supplier:** **Copyleaks**  
New York, NY

Source of Funds: General Fund

Bid: Yes, RFP #2425-12355

5) Purchase order issued to provide payment for individual math assessment and remediation tool (ALEKS) used by students

**Requestor:** Lori Cook – Enrollment Center  
**Expenditure:** \$41,820.00 (2271-11)  
**Disposition:** New Purchase  
**Supplier:** McGraw Hill Co  
Philadelphia, PA  
Source of Funds: General Fund  
Bid: No, Sole Source

6) Purchase order issued to provide additional payment for “CART” (Communication Access Realtime Translation) transcription services.

**Requestor:** Jenna Hess - DSS  
**Expenditure:** \$33,000.00 (2271-11)  
(\$9,000.00 increase)  
**Disposition:** Additional Purchase  
**Supplier:** Q&A Reporting Inc  
Spring Lake, MI  
Source of Funds: General Fund  
Bid: No, Sole Source

**b. Other Special Funds**

1) Purchase order issued to provide payment for boilers to replace equipment for the Administration Building

**Requestor:** Jim VanDokkumburg – Facilities  
**Expenditure:** \$46,744.00 (2330-42-GENERAL)  
**Disposition:** New Purchase  
**Supplier:** Etna Supply Company  
Grand Rapids, MI  
Source of Funds: Plant Fund  
Bid: No, Sole Source

2) Purchase order issued to provide payment for painting at the Ford Field House – Arena.

**Requestor:** Jim VanDokkumburg - Facilities  
**Expenditure:** \$98,961.00 (2822-42-GENADMIN)  
**Disposition:** New Purchase  
**Supplier:** BCI Construction LLC  
Grand Rapids, MI  
Source of Funds: Plant Fund  
Bid: Yes, RFP #1415-6211

3) Purchase order issued to provide payment for new cameras for the Ford Rec Center.

**Requestor:** Jeff VanderVeen – Information Technology  
**Expenditure:** \$61,117.28 (2810-42-FORDNAT)  
**Disposition:** New Purchase  
**Supplier:** Sentinel Technologies Inc  
Downers Grove, IL  
Source of Funds: Plant Fund  
Bid: Yes, RFP #2223-6178



- 4) Purchase order issued to provide payment for X-Ray room panel upsize.  
**Requestor:** Phoenix Swope - Technical Operations  
**Expenditure:** \$27,500 (2821-42-GENATC)  
**Disposition:** New Purchase  
**Supplier:** Circuit Electric  
Byron Center, MI  
Source of Funds: Plant Fund  
Bid: Yes, RFP #2425-6156
- 5) Purchase order issued to provide additional payment for West MI Works.  
**Requestor:** John VanElst - MTEC  
**Expenditure:** \$75,628.00 (2271-51-HRSA25)  
(\$35,000.00 increase)  
**Disposition:** Additional Purchase  
**Supplier:** West Michigan Works  
Grand Rapids, MI  
Source of Funds: Grant Fund  
Bid: No, Single Source
- 6) Purchase order issued to provide payment for One Workforce grant.  
**Requestor:** John VanElst - MTEC  
**Expenditure:** \$33,880.02 (2271-51-1WORK)  
**Disposition:** New Purchase  
**Supplier:** Muskegon Community College  
Muskegon, MI  
Source of Funds: Grant Fund  
Bid: No, Single Source
- 7) Purchase order issued to provide payment for student tuition for the Water Technology program.  
**Requestor:** John VanElst - MTEC  
**Expenditure:** \$26,289.75 (2585-51-EPA)  
**Disposition:** New Purchase  
**Supplier:** Bay College  
Escanaba, MI  
Source of Funds: Grant Fund  
Bid: No, Single Source
- 8) Purchase order issued to provide payment for CNC Plasma table.  
**Requestor:** Phoenix Swope – Technical Operations  
**Expenditure:** \$64,560.00 (2121-51-PROG25)  
**Disposition:** New Purchase  
**Supplier:** Purity Cylinder Gases  
Grand Rapids, MI  
Source of Funds: Grant Fund  
Bid: No, Single Source

**ACCOUNTS:**

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

**KEY:**

\* MBE  
\*\* WBE  
\*\*\* M/WBE  
\*\*\*\* MLBE  
\*\*\*\*\*VET  
# - Non Responsive Bid  
NTE - Not to exceed

GRAND RAPIDS COMMUNITY COLLEGE  
2024-2025 GENERAL OPERATING FUND BUDGET REPORT  
FOR THE PERIOD ENDED APRIL 30, 2025

GENERAL OPERATING	ADOPTED BUDGET	2024/2025 ACTUAL 4/30/2025	PERCENTAGE
REVENUE:			
TUITION	45,407,000	44,858,116	98.79%
FEES	7,325,000	7,585,748	103.56%
PROPERTY TAX	44,424,000	44,292,139	99.70%
STATE AID	34,615,000	23,820,268	68.81%
INTEREST	1,000,000	1,100,301	110.03%
MISCELLANEOUS	1,785,000	840,785	47.10%
<b>TOTAL REVENUE</b>	<b>134,556,000</b>	<b>122,497,357</b>	<b>91.04%</b>
EXPENSE:			
SALARIES:			
INSTRUCTION	33,125,000	24,062,083	72.64%
COUNSELING	2,280,000	1,550,910	68.02%
LIBRARIAN	650,000	426,404	65.60%
ADMINISTRATION	6,280,000	4,637,676	73.85%
ADMINISTRATIVE SUPPORT	1,380,000	1,051,267	76.18%
TECHNICAL SUPPORT	10,920,000	8,069,731	73.90%
OFFICE PERSONNEL	5,350,000	3,931,161	73.48%
BLDG OPERATIONS	5,110,000	3,850,913	75.36%
STUDENT ASSISTANT	1,387,000	844,481	60.89%
EST SAVINGS ON OPEN POSITIONS	(500,000)		
<b>TOTAL SALARIES</b>	<b>65,982,000</b>	<b>48,424,626</b>	<b>73.39%</b>
NON-SALARY:			
FRINGE BENEFITS	39,258,000	27,739,791	70.66%
CONTRACTED SERVICE	6,003,933	4,300,505	71.63%
SUPPLIES & REPAIRS	5,541,018	4,310,826	77.80%
UTILITIES & RENT	4,804,700	3,048,671	63.45%
TRANSFERS	8,831,191	193,852	2.20%
OTHER COSTS	3,259,594	1,512,198	46.39%
EQUIPMENT	707,863	312,526	44.15%
CONTINGENCY	278,000	-	0.00%
EST SAVINGS ON CONTROLLABLES	(500,000)		
<b>TOTAL NON-SALARY</b>	<b>68,184,299</b>	<b>41,418,369</b>	<b>60.74%</b>
<b>TOTAL EXPENSE</b>	<b>134,166,299</b>	<b>89,842,995</b>	<b>66.96%</b>
<b>NET REVENUE (EXPENSE)</b>	<b>389,701</b>	<b>32,654,362</b>	

GRAND RAPIDS COMMUNITY COLLEGE  
2024-2025 GENERAL OPERATING FUND BUDGET REPORT  
FOR THE PERIOD ENDED APRIL 30, 2025

	MONTHLY ACTIVITY 4/30/25	MONTHLY ACTIVITY 4/30/24	YEAR-TO- DATE 4/30/25	YEAR-TO- DATE 4/30/24
REVENUE:				
TUITION	666,160	1,087,587	44,858,116	42,399,450
FEES	(2,739)	357,953	7,585,748	7,501,798
PROPERTY TAX	143,358	86,925	44,292,139	41,107,520
STATE AID	2,413,219	2,695,437	23,820,268	21,685,027
INTEREST	164,744	137,074	1,100,301	892,529
MISCELLANEOUS	31,418	317,872	840,785	1,025,213
<b>TOTAL REVENUE</b>	<b>3,416,160</b>	<b>4,682,848</b>	<b>122,497,357</b>	<b>114,611,537</b>
EXPENSE:				
SALARIES:				
INSTRUCTION	2,762,731	2,666,662	24,062,083	23,719,479
COUNSELING	157,486	156,284	1,550,910	1,455,053
LIBRARIAN	41,935	47,116	426,404	428,734
ADMINISTRATION	472,297	406,028	4,637,676	4,245,158
ADMINISTRATIVE SUPPORT	97,686	92,705	1,051,267	997,454
TECHNICAL SUPPORT	771,853	722,456	8,069,731	7,272,576
SECRETARIAL	387,067	358,820	3,931,161	3,808,227
BLDG OPERATIONS	380,997	354,784	3,850,913	3,607,068
STUDENT ASSISTANT	105,340	111,002	844,481	997,774
<b>TOTAL SALARIES</b>	<b>5,177,392</b>	<b>4,915,857</b>	<b>48,424,626</b>	<b>46,531,523</b>
NON-SALARY:				
FRINGE BENEFITS	3,011,003	2,394,274	27,739,791	27,310,212
CONTRACTED SERVICES	475,469	675,567	4,300,505	3,946,145
SUPPLIES & REPAIRS	416,510	527,889	4,310,826	4,104,754
UTILITIES & RENT	248,419	261,081	3,048,671	2,909,092
TRANSFERS	20,861	24,195	193,852	183,673
OTHER COSTS	103,381	88,620	1,512,198	1,551,191
EQUIPMENT	12,632	13,517	312,526	220,756
CONTINGENCY	-	-	-	-
<b>TOTAL NON-SALARY</b>	<b>4,288,275</b>	<b>3,985,143</b>	<b>41,418,369</b>	<b>40,225,823</b>
<b>TOTAL EXPENSE</b>	<b>9,465,667</b>	<b>8,901,000</b>	<b>89,842,995</b>	<b>86,757,346</b>
<b>NET REVENUE (EXPENSE)</b>	<b>(6,049,507)</b>	<b>(4,218,152)</b>	<b>32,654,362</b>	<b>27,854,191</b>

GRAND RAPIDS COMMUNITY COLLEGE  
2024 - 2025 DESIGNATED FUND BUDGET REPORT  
FOR PERIOD ENDING APRIL 30, 2025

DESIGNATED	2024 - 2025		
	ADOPTED BUDGET	ACTUAL 4/30/25	PERCENTAGE
<b>REVENUE:</b>			
CONTRACTED TRAINING	2,501,545	1,846,629	73.82%
OTHER MISCELLANEOUS LOCAL	1,430,125	425,649	29.76%
<b>TOTAL REVENUE</b>	<b>3,931,670</b>	<b>2,272,279</b>	<b>57.79%</b>
<b>EXPENSES:</b>			
<b>SALARIES</b>			
INSTRUCTION	528,860	488,455	92.36%
ADMINISTRATION	1,036,403	679,159	65.53%
TEMPORARY SUPPORT	108,600	27,095	24.95%
OFFICE PERSONNEL	17,243	13,677	79.32%
STUDENT ASSISTANTS	32,025	6,736	21.03%
<b>TOTAL SALARIES</b>	<b>1,723,131</b>	<b>1,215,121</b>	<b>70.52%</b>
<b>NON-SALARY</b>			
FRINGE BENEFITS	640,415	440,569	68.79%
CONTRACTED SERVICES	1,194,980	900,529	75.36%
SUPPLIES & REPAIRS	648,829	472,520	72.83%
UTILITIES & RENTALS	1,650	0	0.00%
CAPITAL OUTLAY	18,700	15,776	84.36%
TRANSFERS	(165,375)	(137,812)	83.33%
OTHER	57,010	57,993	101.72%
<b>TOTAL NON-SALARY</b>	<b>2,396,209</b>	<b>1,749,575</b>	<b>73.01%</b>
<b>TOTAL EXPENSE</b>	<b>4,119,340</b>	<b>2,964,697</b>	<b>71.97%</b>
<b>NET REVENUE (EXPENSE)</b>	<b>(187,670)</b>	<b>(692,418)</b>	

GRAND RAPIDS COMMUNITY COLLEGE  
BUILDING & SITE FUND - GENERAL  
FOR PERIOD ENDED Apr 30, 2025

	ADOPTED BUDGET	ACTUAL 4/30/25	PERCENTAGE
<b>REVENUE:</b>			
PROPERTY TAXES	12,305,000	11,792,070	95.83%
INVESTMENT INTEREST	1,300,000	2,099,938	161.53%
TRANSFER FROM GENERAL FUND	8,500,000	0	0.00%
DONATIONS	630,000	0	0.00%
STATE (LRC RENO)	0	0	0.00%
FACILITIES FEE	1,900,000	1,905,540	100.29%
<b>TOTAL REVENUE</b>	<b>24,635,000</b>	<b>15,797,548</b>	<b>64.13%</b>
<b>EXPENSES:</b>			
MAINTENANCE & OTHER	11,638,000	2,940,210	25.26%
LRC RENO	4,750,000	736,114	15.50%
FORD REC CENTER	12,200,000	7,267,868	59.57%
ELEVATORS	3,000,000	940,698	31.36%
TRANSFERS TO DEBT FUND	2,910,000	0	0.00%
<b>TOTAL EXPENSES</b>	<b>34,498,000</b>	<b>11,884,890</b>	<b>34.45%</b>
<b>NET REVENUE (EXPENSE)</b>	<b>(9,863,000)</b>	<b>3,912,658</b>	

	Overall Budget	Proj Exp 6/30/2025	Remaining 7/1/2025
Capital Project Progress			
FORD REC CENTER PROJECT	15,000,000	(12,500,000)	2,500,000
LRC RENOVATION (NET OF MI CAPITAL OUTLAY)	18,200,000	(2,700,000)	15,500,000
COLLEGE PARK PLAZA	18,000,000	0	18,000,000

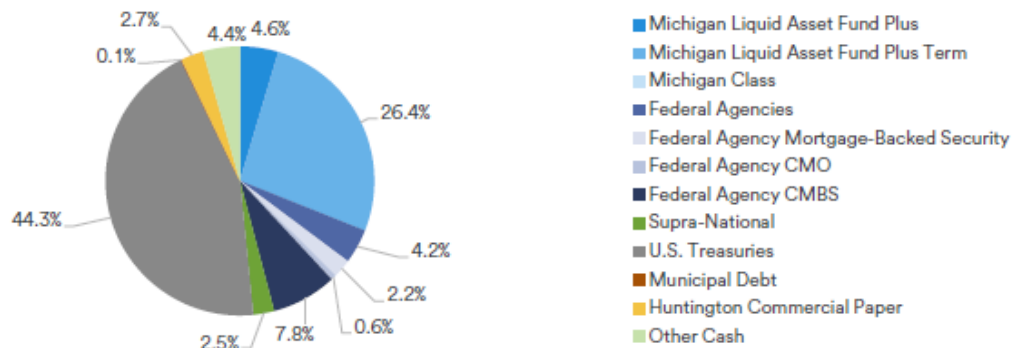
**GRAND RAPIDS COMMUNITY COLLEGE  
BUILDING & SITE FUND - DEBT RETIREMENT  
FOR PERIOD ENDED Apr 30, 2025**

	<b>ADOPTED BUDGET</b>	<b>ACTUAL 4/30/25</b>
<b>REVENUE:</b>		
TRANSFER FROM PLANT - FACILITIES FEE	1,981,000	0
TRANSFER FROM PLANT - GENERAL	929,000	0
<b>TOTAL REVENUE</b>	<b>2,910,000</b>	<b>0</b>
<b>EXPENSES:</b>		
<b>2019 ISSUE (2009 REFUNDING)</b>		
PRINCIPAL	730,000	730,000
INTEREST	195,250	195,250
OTHER EXPENSE	500	0
<b>SUBTOTAL</b>	<b>925,750</b>	<b>925,250</b>
<b>2020 ISSUE (2012 REFUNDING)</b>		
PRINCIPAL	1,770,000	1,770,000
INTEREST	210,500	210,422
OTHER EXPENSE	500	500
<b>SUBTOTAL</b>	<b>1,981,000</b>	<b>1,980,922</b>
<b>TOTAL EXPENSES</b>	<b>2,906,750</b>	<b>2,906,172</b>
<b>NET REVENUE (EXPENSE)</b>	<b>3,250</b>	<b>(2,906,172)</b>

## Aggregate Cash and Investments

Period Ended  
April 30, 2025

Security Type	Market Value	% of Total
Michigan Liquid Asset Fund Plus	\$7,334,555	4.6%
Michigan Liquid Asset Fund Plus Term	\$42,000,000	26.4%
Federal Agencies	\$6,621,683	4.2%
Federal Agency Mortgage-Backed Security	\$3,556,366	2.2%
Federal Agency CMO	\$1,022,238	0.6%
Federal Agency CMBS	\$12,447,695	7.8%
Supra-National	\$3,999,041	2.5%
U.S. Treasuries	\$70,498,530	44.3%
Municipal Debt	\$150,000	0.1%
Huntington Commercial Paper	\$4,316,037	2.7%
Other Cash	\$7,041,237	4.4%
<b>Total</b>	<b>\$158,987,382</b>	<b>100.0%</b>



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

Trustee Bruinsma moved to table approval of the March 17 work session and regular meeting minutes and the May 5 work session and special/budget meeting minutes until the June 9 meeting. Seconded by Trustee Brame. Motion carries 7-0.

Trustee Bruinsma moved to approve the consent items outside of the minutes that have been tabled. Trustee Williams seconded. Motion carries 7-0.

## E. Action Items

### Purchases over \$100,000 (ACTION ITEMS)

#### a. General Fund

- 1) Request permission to issue purchase order for digital advertising, search engine marketing (SEM) and analytics tracking.

**Requestor:** Lyndsie Post - Marketing and Communication

**Expenditure:** \$115,000.00 (2530-11)

**Disposition:** New Purchase

**Supplier:** Black Truck Media  
Grand Rapids, MI

Source of Funds: General Fund

Bid: Yes, RFP #2425-1028

#### b. Other Special Funds

- 1) Request permission to issue purchase order for additional payment for the Strengthening Community Colleges grant

**Requestor:** John VanElst - MTEC

**Expenditure:** \$145,510.00 (2271-51-SCC)  
(\$35,710.00 increase)

**Disposition:** Additional Purchase

**Supplier:** Muskegon Community College  
Muskegon, MI

Source of Funds: Grant Fund

Bid: No, Single Source

- 2) Request permission to issue purchase order for additional payment for Hispanic Center of West Michigan per agreement with One Workforce.

**Requestor:** John VanElst - MTEC

**Expenditure:** \$145,510.00 (2271-51-1WORK)  
(\$62,000.00 increase)

**Disposition:** Additional Purchase

**Supplier:** Hispanic Center of West Michigan  
Grand Rapids, MI

Source of Funds: Grant Fund

Bid: No, Single Source

- 3) Request permission to issue purchase order for payment for 3-years evaluation contract including reports, dashboard, and stakeholder tools.

**Requestor:** John VanElst - MTEC

**Expenditure:** \$136,744.34 (2271-51-SCC4)

**Disposition:** New Purchase

**Supplier:** Pacific Research & Evaluation (PRE)  
Portland, OR

Source of Funds: Grant Fund

Bid: Yes, RFP #2425-1009



- 4) Request permission to issue purchase order for payment for Del Medical X-Ray machine.

**Requestor:** Phoenix Swope – Technical Operations  
**Expenditure:** \$163,826.00 (2822-42-GENADMIN)  
**Disposition:** New Purchase  
**Supplier:** Radiology Imaging Solutions

Grand Rapids, MI

Source of Funds: Plant Fund

Bid: No, Single Source

- 5) Request permission to issue purchase order for payment for parking structures and pedestrian bridges restoration.

**Requestor:** Jim VanDokkumburg - Facilities  
**Expenditure:** \$181,851.00 (2331-14)  
**Disposition:** New Purchase  
**Supplier:** DC Byers

Grand Rapids, MI

Source of Funds: Auxiliary Fund

Bid: Yes, RFP #2425-4094B

- 6) Request permission to issue purchase order for payment for two new chillers for ATC and RJF.

**Requestor:** Jim VanDokkumburg - Facilities  
**Expenditure:** \$1,017,800.00(2330-42-GENERAL)  
**Disposition:** New Purchase  
**Supplier:** DHE

Grand Rapids, MI

Source of Funds: Plant Fund

Bid: Yes, RFP #2425-3066A/B

**NOTE: Below purchases were previously approved by Chairperson Lovelady-Mitchell and Interim President Freiburger.**

- 7) Request permission to issue purchase order for payment for emergency repairs of underground storm sewer at student center.

**Requestor:** Jim VanDokkumburg - Facilities  
**Expenditure:** \$134,503.00 (2330-42-GENERAL)  
**Disposition:** New Purchase (Emergency)  
**Supplier:** Waste Recovery Systems

Wyoming, MI

Source of Funds: Plant Fund

Bid: No, Single Source

**ACCOUNTS:**

11 – General Fund

14 – Auxiliary Fund

15 – Designated Fund

42 – Bonds, Plant Fund

51 – Grants

91 – Agency Funds

**KEY:**

\* MBE

\*\* WBE

\*\*\* M/WBE

\*\*\*\* MLBE

\*\*\*\*\*VET

# - Non Responsive Bid

NTE - Not to exceed

Trustee Lopez moved to approve the purchases over \$100,000 as presented. Trustee Bruinsma seconded. Motion carries 7-0.

### **III. Reports**

#### **A. President's Report**

Dr. Sheila Jones provided an update from Academic and Student Affairs which included topics such as an exceeded summer enrollment stretch goal, MWest Challenge winners from GRCC, program accreditation visits, outreach to high school students, and our award winning adult education program.

##### **1. Monitoring Reports**

None at this time

##### **2. Institutional Reports**

None at this time

##### **3. Finance Update**

Todd Hurley, Controller and Interim Vice President of Finance and Administration, provided the financial update in addition to the information in the board packet. Topics included higher than expected enrollment, that the June meeting will include the millage levy resolution for approval, the potential for a Headley rollback, and that the 2025-2026 budget will come to the board for approval in June.

#### **B. Faculty Association Report**

None at this time

#### **C. Student Government Report**

New Student Government President, Eldin Causevic introduced the new Student Government executive board and discussed their priorities for the upcoming year.

#### **D. Board Chair Report**

Chair Lovelady Mitchell shared that Dr. Triezenberg had been in his interim president role for about a week and expressed appreciation for the executive leadership team's continued efforts with townhalls and listening/incorporating feedback from those events.

### **IV. Community Connections**

#### **A. Communications to the Board**

Trustee Williams shared information about the communications the board received. The communications included three communications from vendors regarding the presidential search RFP, two interview requests, and two emails from GRCC employees.

### **V. Open Comment** (*Faculty, staff, students, and the Public are invited to address the Board on any matter.*)

None at this time

### **VI. Final Board Comments**

Trustee Siegel shared praise for the Noorthoek Academy program. Trustee Lopez discussed his role in Alsame (Advocates for Latino Student Advancement in Michigan Education) and the recent youth conference where he met a GRCC scholarship awardee. Trustee Perkins expressed appreciation and encouragement for the student government leaders. Trustee Bruinsma shared an update on the work Interim President, Lisa Frieburger, has been doing to advocate for changes to the community/tribal college funding formula to make it more equitable.

**VII. Adjournment**

With no further business the meeting was adjourned at 5:10 p.m.

## **GRCC Department Events: June 2025**

**Event:** Sheriff's Corrections Academy Graduation

**Date:** Thursday, June 19

**Time:** 6-7pm

**Location:** 168 ATC

**Hosted by:** Criminal Justice Department

**Open to the public:** Yes – contact Rachel Crapo at (616) 234-4280

Admission: Free

**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.

#### Equal Opportunity and Non-discrimination Statement

Grand Rapids Community College is an equal opportunity institution and does not discriminate on the basis of gender, race, color, national origin, religion, height, weight, age, marital status, disability, sexual orientation, status as a disabled veteran or Vietnam Era veteran, and/or any other legally protected class not heretofore mentioned, in any of its educational programs and activities, including admissions and employment.

The above measures, in conjunction with other related state laws and the College's policies and procedures, will assure all individuals opportunity for consideration or redress of complaints of illegal discrimination. Equal Employment Opportunity and Americans with Disabilities Act information may be obtained from the Director of Human Resources/Labor Relations & EEO, 404B CPP, 143 Bostwick Avenue NE, Grand Rapids, Michigan 49503-3295. Telephone (616) 234-3972.

GRCC is a tobacco free campus.