

GRAND RAPIDS COMMUNITY COLLEGE

AGENDA OF BOARD OF TRUSTEES



MONDAY, NOVEMBER 19, 2018

4:15 PM

BOARD CHAMBERS

143 BOSTWICK NE

GRAND RAPIDS, MI

GRAND RAPIDS COMMUNITY COLLEGE BOARD OF TRUSTEES



David J. Koetje
Chairperson
2022



Deb Bailey
Vice Chairperson
2020



Richard N. Stewart, Ph.D.
Treasurer
2018



Cynthia Bristol
Secretary
2020



Kenyatta Brame
Trustee
2022



Kathleen Bruinsma
Trustee
2022



Carlos Sanchez
Trustee
2018



Bill Pink, 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 COMMUNITY COLLEGE
REGULAR BOARD OF TRUSTEES MEETING
MONDAY, NOVEMBER 19, 2018
BOARD CHAMBERS – 4:15 p.m.

ORDER OF BUSINESS

I. 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)
 - Property Tax Resolution – Lisa Frieburger
 - Michigan New Job Training Agreement Admendment: JR Auotmation – Lisa Frieburger

II. MONITORING REPORTS

- F. Report (s)
 - Completion and Transfer
 - Finance Update

III. UPDATES

- G. Student Report
- H. Foundation Update
- I. Board Chair Report
- J. President's Update
 - Supplier Diversity Report – Mansfield Matthewson
- K. Faculty Association Update

IV. COMMUNITY CONNECTIONS

- L. 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:*

- M. Minutes of previous meetings, Grant Awards/Requests, Personnel Transactions, & Financial Transactions
 - Minutes from October 15, 2018 Regular Board Meeting
 - Grants received from October 1 – October 31, 2018

VI. ACTION ITEMS

- N. Purchases over \$100,000

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, January 21, 2019, Work Session, Board Conference Room, 12:30 p.m.
- Monday, February 18, 2019, Regular Board Meeting, Board Library, 4:15 p.m.

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)
 - Property Tax Resolution – Lisa Freiburger to present.
 - Michigan New Job Training Agreement Admendment: JR Auotmation – Lisa Freiburger to present.

MONITORING REPORTS

F. Report (s)

- Completion and Transfer – Jennifer Knauf & Chris Johnston to present.
- Finance Update – Lisa Freiburger to present.

UPDATES

- G. Student Report – None at this time.
- H. Foundation Update - None at this time.
- I. Board Chair Update
- J. President's Update
- K. Faculty Association Update – None at this time.

December 2018

Event: GRCC Alumni: Breakfast with Santa

Date: Saturday, December 1, 2018

Time: 8:30-10:00 a.m.

Location: Bottrall-Wisner Applied Technology Center banquet rooms (rooms 118-124)

Hosted by: GRCC Alumni Relations

Admission: \$5 per person; children 2 years and under are free

Event: Songs for the Holidays: GRCC Music Department Choral Ensembles Concert

Date: Sunday, December 2, 2018

Time: 3:00 p.m.

Location: St. Cecilia Music Center, Royce Auditorium

Hosted by: Music Department

Admission: Adults \$5.00; Students/Seniors \$3.00; GRCC/GRPS Students with student ID - FREE

Event: GRCC Music Department Bands Concert: Wind Ensemble, Jazz Ensemble, and Jazz Combo

Date: Monday, December 3, 2018

Time: 7:30 p.m.

Location: GRCC Albert P. Smith Music Center, Linn Maxwell Keller Recital Hall

Hosted by: Music Department

Admission: Adults \$5.00 Students/Seniors \$3.00; GRCC/GRPS Students with student ID - FREE

Event: Fall Percussion Ensemble Recital: Featuring the GRCC Percussion Ensemble and select percussion soloists

Date: Tuesday, December 4, 2018

Time: 3:15 p.m.

Location: GRCC Albert P. Smith Music Center, Linn Maxwell Keller Recital Hall

Hosted by: Music Department

Admission: Free

Event: Fall Jazz Night: An evening of jazz presented by the GRCC Jazz Combos, Jazz Orchestra, and Shades of Blue-Vocal Jazz Ensemble

Date: Tuesday, December 4, 2018

Time: 7:30 p.m.

Location: GRCC Albert P. Smith Music Center, Linn Maxwell Keller Recital Hall

Hosted by: Music Department

Admission: Adults \$5.00; Students/Seniors \$3.00; GRCC/GRPS Students with student ID - FREE

Event: Instrumental Ensembles Winter Concert: Chamber Orchestra, Guitar Ensemble and Instrumental Chamber Ensembles

Date: Thursday, December 6, 2018

Time: 7:30 p.m.

Location: GRCC Albert P. Smith Music Center, Linn Maxwell Keller Recital Hall

Hosted by: Music Department

Admission: Adults \$5:00; Students/Seniors \$3:00; GRCC/GRPS Students with student ID – FREE

Event: Kent Philharmonic Orchestra Concert - Featuring James Crawford, violin

Date: Friday, December 14, 2018

Time: 7:30 p.m.

Location: St. Cecilia Music Center, Royce Auditorium

Hosted by: Music Department

Admission: Adults \$12.00; Students/Seniors/Veterans \$6.00; GRCC Students with student ID - FREE

COMMUNITY CONNECTIONS

L. Communications to the Board

CONSENT ITEMS

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

- Minutes from October 15, 2018 Regular Board Meeting
- Grants received from October 1 – October 31, 2018
 - A continuation award of \$106,089 was awarded to the Early Childhood Learning Lab for the Child Care Access Means Parents in School program. The CCAMPIS program supports the participation of low-income student parents in postsecondary education through provision of campus-based child care services.
 - An award of \$357,544 was received from the U.S. Department of Education for the first year of the GEAR UP Wyoming project. This six-year grant encourages eligible entities to provide support, and maintain a commitment, to eligible low-income students, including students with disabilities, to assist the students in obtaining a secondary school diploma (or its recognized equivalent) and to prepare for and succeed in postsecondary education. Partners for this project include all Wyoming school districts.
 - The JPMorgan Chase Foundation awarded the Workforce Training Department a grant of \$100,000 for the expansion of its Towards a Diverse Healthcare Workforce: Advancing Minority Participation in Healthcare Occupations project.

PERSONNEL REPORT
(Includes in-process transactions through 11-12-18)

Appointments

Name	Department	Employee Group	Position	Effective Date	Notes
B. Afeni McNeely Cobham	Woodrick Center for Equity & Inclusion	M&C	Chief Equity & Inclusion Officer	12/3/2018	New to College
Paul Parks	Enrollment Center	APSS	Admissions and Enrollment Testing Proctor	11/5/2018	Transfer from: Contingency
Separations					
Name	Department	Employee Group	Position	Effective Date	Notes
Mike Boerman	Ford Fieldhouse	M&C	Ford Fieldhouse Director	10/10/201 8	Separation
Teddie Buchner	Occupational Therapy	Faculty	Assistant Professor, Occupational Therapy	12/15/201 8	Separation
Krystle Duthil	School of Workforce Development	APSS	Adminstrative Assistant to the Dean of School of Workforce Development	11/2/2018	Separation
Jody Graves	Information Technology	M&C	Information Technology Enterprise Analyst	7/13/2019	Retirement
Janice Chapman	English Department	Faculty	Assistant Professor	12/19/201 8	Retirement
Michael Rydman	Language & Thought	Faculty	Professor	1/1/2019	Retirement

WELCOME TO GRCC

B. Afeni McNeely Cobham
Chief Equity & Inclusion Officer, Woodrick Center for Equity & Inclusion
Effective 12/3/2018

CONGRATULATIONS ON YOUR NEW POSITION

Paul Parks
Transfer from: Contingency
Transfer to: APSS, Admissions and Enrollment Testing Proctor
Effective: 11/5/2018

THANK YOU FOR YOUR SERVICE

Mike Boerman
Ford Fieldhouse Director, Ford Fieldhouse
Effective: 10/10/2018

Krystle Duthil
APSS, School of Workforce Development
Effective: 11/2/2018

Teddie Buchner
Assistant Professor, Occupational Therapy Assistant
Effective: 12/15/2018

Janice Chapman
Assistant Professor, English Department
Effective: 12/19/2018

Michael Rydman
Faculty, Language & Thought
Effective: 1/1/2019

Jody Graves
Information Technology Enterprise Analyst, Information Technology
Effective: 7/13/2019

Financial Transactions

(October 1 - 31, 2018)

Purchases \$25,000-\$100,000

a. General Fund

- 1) Blanket purchase order change notice issued to provide carpet materials and installation.

Requestor: Jim VanDokkumburg - Facilities
Expenditure: \$30,000.00
Disposition: Recurring Purchase
Supplier: Century Floorspace
Grand Rapids, MI
Bid: Yes, RFP 1819-8137C.

- 2) Blanket purchase order issued to provide elevator service and maintenance.

Requestor: Jim VanDokkumburg - Facilities
Expenditure: \$70,759.58
Disposition: Recurring Purchase
Supplier: Elevator Service *****
Grand Rapids, MI
Bid: Yes, RFP 1819-8137E.

- 3) Purchase order issued to provide ALEKS (Assessment and LEarning in Knowledge Spaces) math assessment testing units for the Enrollment Center and Math department.

Requestor: Lori Cook – Enrollment Center
Expenditure: \$75,140.00
Disposition: Recurring Purchase
Supplier: McGraw-Hill Global Education Holdings
Chicago, IL
Bid: No, single source.

- 4) Purchase order issued to provide elevator door sill replacement on the 6th floor of the Bostwick ramp.

Requestor: Jim VanDokkumburg - Facilities
Expenditure: \$34,890.00
Disposition: Repair Purchase
Supplier: Elevator Service *****
Grand Rapids, MI
Bid: Yes, RFP 1819-8137E.

b. Other Special Funds

- 1) Purchase order issued to provide emergency power installation at all door controller locations campus wide.

Requestor: Jim VanDokkumburg - Facilities
Expenditure: \$32,000.00 (42-2330)
Disposition: Replacement Purchase
Supplier: Town and Country Tel Com

Zeeland, MI

Source of Funds: Plant Fund
Bid: Yes, RFP #1617-6207.

- 2) Purchase order issued to provide Pre-Apprentice job training from 7/1/18 to 9/30/18.

Requestor: Amy Mansfield – Workforce Development
Expenditure: \$32,981.57 (51-2271)
Disposition: Recurring Purchase
Supplier: Kent Intermediate School District

Grand Rapids, MI

Source of Funds: MAP+ (Michigan Apprentice Program) Grant
Bid: No, single source.

- 3) Purchase order issued to provide cleaning equipment for the Facilities staff use.

Requestor: Jim VanDokkumburg - Facilities
Expenditure: \$37,204.48 (42-2822)
Disposition: Replacement Purchase
Supplier: Nichols

Muskegon, MI

Source of Funds: Plant Fund
Bid: National IPA consortium purchase.

- 4) Blanket purchase order issued to provide architectural and engineering services for the Lettinga House renovation.

(for informational purposes only – previously approved)

Requestor: Jim VanDokkumburg - Facilities
Expenditure: \$60,000.00 (42-2810)
Disposition: Construction Purchase
Supplier: TowerPinkster

Grand Rapids, MI

Source of Funds: Plant Fund
Bid: Yes, RFP 1415-3282, previously reported.

GRAND RAPIDS COMMUNITY COLLEGE
 2018-2019 GENERAL OPERATING FUND BUDGET REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2018

GENERAL OPERATING	ADOPTED BUDGET	2018/2019 ACTUAL 10/31/2018	PERCENTAGE
REVENUE:			
TUITION	44,359,564	33,698,740	75.97%
FEES	6,779,940	4,527,233	66.77%
PROPERTY TAX	32,328,068	29,762,270	92.06%
STATE AID	26,533,972	2,549,379	9.61%
INTEREST	400,000	231,955	57.99%
MISCELLANEOUS	1,864,891	128,524	6.89%
TOTAL REVENUE	112,266,435	70,898,101	63.15%
EXPENSE:			
SALARIES:			
INSTRUCTION	32,126,449	6,085,121	18.94%
COUNSELING	1,569,548	281,843	17.96%
LIBRARIAN	555,880	118,329	21.29%
ADMINISTRATION	5,006,979	1,452,802	29.02%
ADMINISTRATIVE SUPPORT	1,249,868	270,865	21.67%
TECHNICAL SUPPORT	8,223,331	2,195,685	26.70%
SECRETARIAL	4,702,227	1,109,748	23.60%
BLDG OPERATIONS	4,177,246	1,077,520	25.79%
STUDENT ASSISTANT	1,293,964	304,693	23.55%
EST SAVINGS ON OPEN POSITIONS	(500,000)		
TOTAL SALARIES	58,405,492	12,896,606	22.08%
NON-SALARY:			
FRINGE BENEFITS	33,246,800	6,701,330	20.16%
CONTRACTED SERVICE	4,709,296	1,544,254	32.79%
SUPPLIES & REPAIRS	4,975,218	1,218,600	24.49%
UTILITIES & RENT	3,945,000	892,196	22.62%
TRANSFERS	2,306,966	59,636	2.59%
OTHER COSTS	3,045,304	479,753	15.75%
EQUIPMENT	275,063	26,605	9.67%
CONTINGENCY	280,000	-	0.00%
EST SAVINGS ON CONTROLLABLES	(500,000)		
TOTAL NON-SALARY	52,283,647	10,922,374	20.89%
TOTAL EXPENSE	110,689,139	23,818,980	21.52%
NET REVENUE (EXPENSE)	1,577,295	47,079,121	

GRAND RAPIDS COMMUNITY COLLEGE
 2018-2019 GENERAL OPERATING FUND BUDGET REPORT
 FOR THE PERIOD ENDED OCTOBER 31, 2018

	MONTHLY ACTIVITY 10/31/2018	MONTHLY ACTIVITY 10/31/2017	YEAR-TO- DATE 10/31/2018	YEAR-TO- DATE 10/31/2017
REVENUE:				
TUITION	11,350,548	11,243,618	33,698,740	34,441,462
FEES	1,346,519	1,536,704	4,527,233	4,887,377
PROPERTY TAX	10,264,300	6,377,286	29,762,270	27,828,095
STATE AID	2,494,569	3,131,507	2,549,379	3,056,234
INTEREST	159,875	30,755	231,955	30,755
MISCELLANEOUS	29,409	43,228	128,524	165,775
TOTAL REVENUE	25,645,219	22,363,098	70,898,101	70,409,698
EXPENSE:				
SALARIES:				
INSTRUCTION	2,792,682	2,849,783	6,085,121	6,261,461
COUNSELING	129,256	115,289	281,843	252,106
LIBRARIAN	46,727	46,259	118,329	102,458
ADMINISTRATION	385,079	382,944	1,452,802	1,436,027
ADMINISTRATIVE SUPPORT	71,765	83,517	270,865	315,874
TECHNICAL SUPPORT	636,505	594,642	2,195,685	2,231,557
SECRETARIAL	317,891	334,362	1,109,748	1,169,720
BLDG OPERATIONS	305,939	304,781	1,077,520	1,061,431
STUDENT ASSISTANT	84,409	103,870	304,693	355,624
TOTAL SALARIES	4,770,253	4,815,447	12,896,606	13,186,258
NON-SALARY:				
FRINGE BENEFITS	2,170,172	3,261,342	6,701,330	7,840,364
CONTRACTED SERVICES	410,316	363,141	1,544,254	1,433,810
SUPPLIES & REPAIRS	451,786	430,098	1,218,600	1,075,889
UTILITIES & RENT	276,224	281,370	892,196	943,368
TRANSFERS	23,770	23,564	59,636	71,008
OTHER COSTS	123,588	202,024	479,753	561,512
EQUIPMENT	15,882	15,531	26,605	170,832
CONTINGENCY	-	-	-	-
TOTAL NON-SALARY	3,471,738	4,577,070	10,922,374	12,096,783
TOTAL EXPENSE	8,241,991	9,392,517	23,818,980	25,283,041
NET REVENUE (EXPENSE)	17,403,228	12,970,581	47,079,121	45,126,657

GRAND RAPIDS COMMUNITY COLLEGE
 2018 - 2019 DESIGNATED FUND BUDGET REPORT
 FOR PERIOD ENDED OCTOBER 31, 2018

DESIGNATED	ADOPTED BUDGET	2018 - 2019	
		ACTUAL 10/31/2018	PERCENTAGE
REVENUE:			
CONTRACTED TRAINING	1,596,845	413,984	25.93%
OTHER MISCELLANEOUS LOCAL	908,075	81,033	8.92%
TOTAL REVENUE	2,504,920	495,016	19.76%
EXPENSES:			
SALARIES			
INSTRUCTION	229,300	127,406	55.56%
ADMINISTRATION	484,180	124,364	25.69%
CUSTODIANS & SECURITY	25,500	6,863	26.91%
SECRETARIAL	21,980	6,326	28.78%
STUDENT ASSISTANTS	21,225	2,721	12.82%
TOTAL SALARIES	782,185	267,679	34.22%
NON-SALARY			
FRINGE BENEFITS	319,226	71,819	22.50%
CONTRACTED SERVICES	530,176	117,145	22.10%
SUPPLIES & REPAIRS	1,006,278	228,656	22.72%
UTILITIES & RENTALS	3,150	0	0.00%
CAPITAL OUTLAY	22,200	37,308	168.05%
TRANSFERS	(143,466)	(47,822)	33.33%
OTHER	137,707	22,030	16.00%
TOTAL NON-SALARY	1,875,271	429,136	22.88%
TOTAL EXPENSE	2,657,456	696,815	26.22%
NET REVENUE (EXPENSE)	(152,536)	(201,799)	

GRAND RAPIDS COMMUNITY COLLEGE
 BUILDING & SITE FUND - GENERAL
 FOR PERIOD ENDED Oct 31, 2018

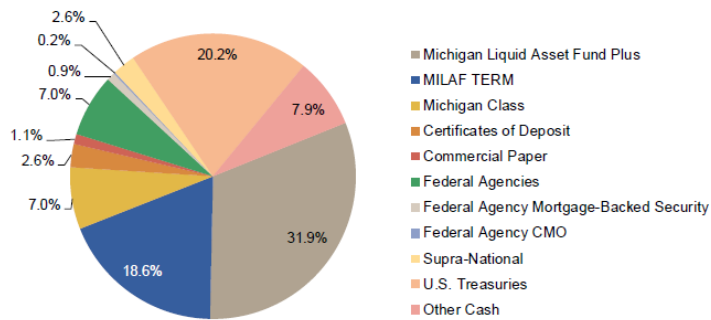
	ADOPTED BUDGET	ACTUAL 10/31/18	PERCENTAGE
REVENUE:			
PROPERTY TAXES	8,519,000	7,934,445	93.14%
TRANSFER FROM GENERAL FUND	1,875,000	0	0.00%
DONATIONS	3,550,000	0	0.00%
FACILITIES FEE	2,079,000	1,122,910	54.01%
TOTAL REVENUE	16,023,000	9,057,355	56.53%
EXPENSES:			
MAINTENANCE & OTHER	2,506,000	763,226	30.46%
FIELDHOUSE RENOVATIONS	5,100,000	1,585,606	31.09%
ATC RENOVATION	5,367,250	89,515	1.67%
DOORS/POS Project	1,593,250	71,082	4.46%
MABLE-ENGLE	2,500,000	0	0.00%
LETTINGA	1,500,000	0	0.00%
PRESCHOOL BUILDING	50,000	14,317	28.63%
TRANSFERS TO DEBT FUND	7,386,258	0	0.00%
TOTAL EXPENSES	26,002,758	2,523,747	9.71%
NET REVENUE (EXPENSE)	(9,979,758)	6,533,608	

PLANT FUND - DEBT RETIREMENT FUND
2018-2019 BUDGET

	2018/19 BUDGET	2018/19 ACTUAL 10/31/2018
REVENUE		
TRANSFER FROM PLANT - FACILITIES FEE	1,986,568	0
TRANSFER FROM PLANT - GENERAL	5,399,690	0
TOTAL REVENUE	7,386,258	0
EXPENSE		
2009 ISSUE		
PRINCIPAL	600,000	0
INTEREST	517,263	258,631
OTHER EXPENSE	750	0
TOTAL EXPENSE	1,118,013	258,631
2012 ISSUE - REFUNDING		
PRINCIPAL	505,000	0
INTEREST	73,006	36,503
OTHER EXPENSE	100	0
TOTAL EXPENSE	578,106	36,503
2012 ISSUE - FACILITIES		
PRINCIPAL	1,100,000	0
INTEREST	886,468	443,234
OTHER EXPENSE	0	0
TOTAL EXPENSE	1,986,468	443,234
2013 ISSUE		
PRINCIPAL	535,000	0
INTEREST	53,600	26,800
OTHER EXPENSE	450	0
TOTAL EXPENSE	589,050	26,800
2016 ISSUE - 2006 REFUNDING		
PRINCIPAL	1,615,000	0
INTEREST	16,958	8,479
OTHER EXPENSE	0	0
TOTAL EXPENSE	1,631,958	8,479
2018 ISSUE - 2008 REFUNDING		
PRINCIPAL	1,370,000	0
INTEREST	132,322	74,791
OTHER EXPENSE	500	0
TOTAL EXPENSE	1,502,822	74,791
GRAND TOTAL EXPENSE	7,406,416	848,438

**Grand Rapids Community College
Aggregate Cash and Investments
As of October 31, 2018**

Security Type	Market Value	% of Total
Michigan Liquid Asset Fund Plus	\$30,969,753	31.9%
MILAF TERM	\$18,000,000	18.6%
Michigan Class	\$6,747,819	7.0%
Certificates of Deposit	\$2,540,603	2.6%
Commercial Paper	\$1,094,249	1.1%
Federal Agencies	\$6,833,398	7.0%
Federal Agency Mortgage-Backed Security	\$898,746	0.9%
Federal Agency CMO	\$178,218	0.2%
Supra-National	\$2,482,729	2.6%
U.S. Treasuries	\$19,630,372	20.2%
Other Cash	\$7,654,480	7.9%
Total	\$97,030,367	100.0%



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

ACTION ITEMS

N. Purchasing Items over \$100,000

a. General Fund

No purchases for October 2018.

b. Other Special Funds

No purchases for October 2018.

ACCOUNT:

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

KEY:

* 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) parts/service, just in time delivery requirements, etc.

Vision: As a college of distinction, GRCC inspires students to meet the needs of the community and the world.

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 as we strive for distinction in all aspects of our work.

Diversity – We create an inclusive learning and working environment that recognizes the value and dignity of each person.

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

Innovation – We seek creative solutions to problems through 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.

Ends:

In all instances, the work to achieve these Ends will reflect our core values.

End #1: Student Success Pathways

A student-centered experience will ensure GRCC students will learn the skills necessary to achieve their educational goals.

End #2: Workforce Pathways

GRCC will provide prepared students for the workforce in our community and the world.

End #3: Transfer Pathways

GRCC prepares students to transfer to the college or university of their choice.

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.

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