

September 12, 2023

Board of Trustees  
Garden City Community College  
801 Campus Drive  
Garden City, KS 67846

Dear Trustees:

The Board of Trustees will meet in regular session on **Tuesday, September 12, 2023**. The meeting will be held in the Ronald J Scott Endowment Room at Garden City Community College Campus. The meeting will also be available by zoom: <https://gcccks-edu.zoom.us/j/99028179236>

Meeting ID: 990 2817 9236

One tap mobile  
+17209289299, 99028179236#  
+19712471195, 99028179236#

For **PUBLIC COMMENTS** please contact Jodie Tewell, [jodie.tewell@gcccks.edu](mailto:jodie.tewell@gcccks.edu) by 5:00 pm CST Tuesday, September 12, 2023.

5:00 PM Dinner in the BTSC **Broncbuster Room**

6:00 PM Regular board meeting called to order in the **BTSC Ronald J Scott Endowment Room.**

**AGENDA**

**I. CALL TO ORDER**

- A. Comments from the Chair
- B. Report from SGA
- C. Introduction of New Employees
- D. Report from Faculty Senate

**II. CONSENT AGENDA .....**

**ACTION**

- A. Approval of minutes of previous meetings (8.15.23 and 8.29.23) ..... Page 5
- B. Approval of personnel actions – Human Resources ..... Page 15
  - B-1 Human Resources Report ..... Page 16
  - B-2 Adjunct/Outreach Contracts ..... Page 17
- C. Financial Information ..... Page 29
  - C-1 Checks Processed in excess of \$50,000 ..... Page 30
  - C-2 Revenues
  - C-3 Expenses
  - C-4 Cash in Bank ..... Page 31
- D. Approval of 2023-24 Budget ..... Page 32

### III. CONFIRMATION OF MONITORING REPORTS

- A. Monitoring Reports and ENDS ..... **Consensus Approval**
  - A-1. Annual, Board Job Description #7 (page 21) ..... Page 36
  - A-2. Bi-Annual, Board Job Description #6 BAA/EA (page 20) ..... Page 36
  
- B. Review Monitoring Reports  
No Reports to review

### IV. OTHER

- A. Open comments from the public
  - 1. Public Comment: 30 minutes total, 5 minutes per individual. Comments should be relevant to matters over which the Board has authority. Speakers should respect the rights of all persons, and they should not engage in personal attacks or disruptive behavior. This time is not intended to be a question and answer time. The Board cannot take any binding action on matters not on the agenda. The Board has a right to conduct an orderly and efficient public meeting.
  - 2. Comments directed to the Board should pertain to Ends; Mission, Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, and Workforce Development.
  
- B. President’s Report
- C. Health Services Program Review ..... Page 38
- D. Incidental Information ..... Page 65
- E. Report from FCEDC
- F. Report from KACCT

### V. OWNERSHIP LINKAGE

#### Upcoming Calendar Dates:

- 12-Sep September Board of Trustees Meeting; Robert J. Scott Endowment Room; 5:00 Dinner, 6:00 Meeting
- 13-Sep Men's Soccer vs Trinidad State College 3:30 pm  
Women's Soccer vs Butler Community College 6:00 pm  
Women's Volleyball vs Pratt Community College 6:30 pm
- 16-Sep Football vs Gordon's Fine Arts Sports Academy Prep Tailgate 10:00 am, Game 11:00 am
- 20-Sep Chamber Breakfast Clarion Inn, 7:30 am  
Women's Soccer vs Barton Community College 4:00 pm  
Men's Soccer vs Barton Community College 6:00 pm
- 21-Sep Women's Volleyball vs Otero College 6:00 pm
- 23-Sep Football vs Highland Community College Tailgate 10:00 am, Game 11:00 am
- 25-Sep Women's Volleyball vs Hutchinson Community College 6:30 pm
- 28-Sep Ribbon Cutting Skeeter’s Body Shop, 3104 W Jones Ave, 4:00 pm
- 29-Sep Faculty Recital, Fine Arts Auditorium 7:00 pm
- 30-Sep Women's Soccer vs Cowley County Community College 1:00 pm  
Men's Soccer vs Cowley County Community College 3:00 pm  
Women's Volleyball vs Barton Community College 3:00 pm

**Upcoming Dates Continued:**

- 2-Oct GCCC Board of Trustees Debate, City of GC Administration Bldg., 6:00 pm
- 4-Oct Women's Volleyball vs Dodge City Community College 6:30 pm
- 7-Oct Women's Volleyball vs Seward County Community College 6:30 pm
- 8-Oct ACCT Conference Las Vegas October 8-12
- 11-Oct Women's Soccer vs Dodge City Community College 4:00 pm  
Men's Soccer vs Dodge City Community College 6:00 pm
- 12-Oct Fall Choir Concert with Cimarron High School, FA Auditorium, 7:30 pm
- 17-Oct October Board of Trustees Meeting Dinner 5:00 pm, Meeting 6:00 pm
- 18-Oct Chamber Breakfast Clarion Inn, 7:30 am  
Women's Soccer vs Coffeyville Community College 4:30 pm  
Women's Volleyball vs Butler Community College 5:30 pm  
Men's Soccer vs Coffeyville Community College 6:30 pm
- 21-Oct Women's Volleyball vs Colby Community College 2:00 pm
- 28-Oct Football vs Ellsworth Community College Tailgate 10:00 am, Game 11:00 am

<b>2023 - 24 ADVISORY BOARDS</b>				
Computer Science	9/15/2023	11:30 am – 1:00 pm	TBA	Beth Tedrow
DPS	9/21/2023	11:30 am - 1:00 pm	TBA	David Rupp
Carpentry				Leonard Hitz
Robotics				David Rupp
COSMO				Merilyn Douglass
AUTO				Shanda Smith
Nursing				Merilyn Douglass
Allied Health				Merilyn Douglass
Early Childhood Education				Beth Tedrow
JDAT				Leonard Hitz
AG				Leonard Hitz
Crop Production				David Rupp
Welding				Bob Larson
Carpentry				Leonard Hitz
IMMP				
EMIC	2/07/2024	12:00 pm – 1:00 pm	JCVT 1310	David Rupp

**VI. EXECUTIVE SESSION**

## VII. ADJOURNMENT

---

Dr. Ryan Ruda  
President

---

Mr. Leonard Hitz  
Chairman

*Mission:* Garden City Community College exists to produce positive contributors to the economic and social well-being of society.

*Five Ends:* Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, Workforce Development.

### Purposes for Executive Sessions

- a. Personnel matters of non-elected personnel
- b. Consultation with the body's attorney
- c. Employer-employee negotiation
- d. Confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorship
- e. Matters affecting a student, patient, or resident of public institutions
- f. Preliminary discussions relating to acquisition of real property
- g. Security if open discussion would jeopardize security

**GARDEN CITY  
COMMUNITY COLLEGE  
August 15, 2023**

Trustees Present: Leonard Hitz, Dr. Marilyn Douglass, Beth Tedrow, David Rupp, Bob Larson, Shanda Smith

Others Present: Dr. Ryan Ruda, President  
Karla Armstrong, Vice President for Administrative Services/CFO  
Dr. Marc Malone, Vice President for Instructional Services/CAO  
Colin Lamb, Vice President for Student Services/Athletics  
Jodie Tewell, Executive Assistant to the President  
Lance Miller, Executive Information Officer  
Jean Clifford, Community Member  
Madilyn Limberg, Executive Director of Marketing and Public Relations

Joshua Kelley, Assistant Professor of Drama/Theatre  
Matt Stockemer, Web and Systems Administrator  
Mindy Russell, Accounting Services and Grant Compliance Manager  
Misty Wren, Title III Grant Outreach Coordinator

**I. CALL TO ORDER:**

Chair Hitz called the Board meeting to order at 6:00 p.m.

**A. COMMENTS FROM THE CHAIR**

Chair Hitz welcomed back faculty and students for the fall 2023 semester.

## **B. Report for SGA**

No Report

## **C. New Employees**

Mindy Russell, Accounting Services and Grant Compliance Manager

Joshua Kelley, Assistant Professor of Drama/Theatre

Misty Wren, Title III Outreach Coordinator

## **D. Faculty Senate Report**

President Cody Cundiff reported that the Senate will meet to vote for Senate positions. Last week, the Faculty Senate sponsored the Coach and Faculty luncheon. Cody reported that the coaches and faculty gap is closing and improving. Trustee Douglass requested Cody to have a report on the progress between faculty and coaches regarding student success.

## **II. Executive Session**

Move that the Board recess into executive session to discuss confidential employee information pursuant to the open meetings exception for personnel matters of non-elected personnel which, if discussed in the open meeting, might violate their right to privacy and that our President, Dr. Ruda, Vice President of Instructional Services, Marc Malone, Vice President for Administrative Services, Karla Armstrong, Justin Smith, KNEA Representative be included. The open meeting will resume here in the Ronald J. Scott Endowment Room in thirty (30) minutes.

The Board recessed into executive session at 6:10 p.m.

**Motion:** Shanda Smith

**Second:** Beth Tedrow

**Ayes:** Douglass, Tedrow, Smith, Hitz, Rupp, Larson  
**Nays:** None

**Motion Carried 6-0**

Amended motion to include Jodie Tewell to the executive session.

**Motion:** Shanda Smith

Amended motion to include Daisy Mastin and Mia Horn.

**Motion:** Shanda Smith

The Board reconvened to open session at 6:40.

Move to extend the executive session for another 15 minutes at 6:42 p.m.

**Motion:** Shanda Smith

The executive session ended at 6:59

IT switched over to the Zoom link for the open meeting.

The Board reconvened into open session at 7:00 p.m.

**III. CONSENT AGENDA**

**Move to amend Item III – E**

**Motion:** Shanda Smith

**Second:** David Rupp

**Ayes:** Douglass, Tedrow, Smith, Hitz, Rupp, Larson  
**Nays:** None

**Motion Carried:** 6 – 0

**Move to approve consent agenda for Items A, B, and C and pull Items D and E for further discussion.**

**Motion:** Beth Tedrow  
**Second:** Shanda Smith

**Ayes:** Douglass, Tedrow, Smith, Hitz, Rupp, Larson  
**Nays:** None

**Motion Carried:** 6 – 0

**(A) Approval of minutes of previous meetings**  
(Supporting documents filed with official minutes)

**(B) Approval of personnel actions-Human Resources**  
(Supporting documents filed with official minutes)

**(C) Approval of Financial information**  
(Supporting documents filed with official minutes)

**(D) Replacement of Baseball Field Fence**

Dr. Ruda presented background information that, over the past year, we have evaluated the outside baseball fence concerning safety. It is past the point of repair. There are two bids from Legacy and Mammoth

**Move to approve agenda item III D, the replacement of the baseball field as presented and to accept the proposal from Legacy Sports Construction for removal and replacement of outfield baseball fence and foul poles at a cost of \$219,682.13.**



**Motion:** Marilyn Douglass  
**Second:** Beth Tedrow

**Ayes:** Douglass, Tedrow, Smith, Hitz, Rupp, Larson  
**Nays:** None

**Motion Carried 6-0**

**(E) Approval of 2023-24 Negotiated Agreement**

Dr. Ruda covered the highlights on page 2 of the handout provided. This includes that professional employees will receive an increase of \$1200 for the successful completion of 6 credit hours of professional development. Degree attainment bonus added the Master of Fine Arts degree. Contract extensions must be submitted before June 1 for appropriate consideration in the budgeting process. A 2.5% cost of living adjustment to all employees. Retention incentive on an anniversary date: Employees will receive an increase in base salary. Health insurance has moved to a tiered structure.

**Move to approve consent agenda Item III – E Approval of 2023-24 Negotiated Agreement as presented with redline changes.**

**Motion:** David Rupp  
**Second:** Bob Larson

**Ayes:** Douglass, Tedrow, Smith, Hitz, Rupp, Larson  
**Nays:** None

**Motion Carried 6-0**

**IV. CONFIRMATION OF MONITORING REPORTS:**

- A. Monitoring Reports and ENDS..... **Consensus Approval**
  - A-1. Annual, Board Job Description #7 and #8 Report on next month.

## B. Review Monitoring Report

### B-1. Annual, Mission

Page 45 of board packet – Trustee Douglass looked at four other community college’s mission statements. Some included information about nondiscriminatory and diversity. After discussion, the trustees decided to leave the policy as is.

### B-2. Annual, Budgeting/Financial Planning/Forecasting

Page 46 – Trustee Douglass reviewed the language and has no recommendations for corrections. The Board’s consensus is to keep it as is.

### B-3. Annual, Financial Condition

Page 47 – Trustee Douglass shared information from other colleges’ reserve data. The percentages range from 10 -25%. After robust discussion, the Board's consensus was to keep reserves at 20 %.

Trustee Douglass asked the administration the difference between capital outlay and capital improvement. Dr. Ruda explained that the terms are interchangeable. Trustee Douglass reviewed other colleges and GCCC is the only institution that has a line item like this.

**“Use cash reserves without prior board approval.”** This is what the Board expects the president will use to make the emergency purchases.

It is the consensus of the Board to change the language.

### B-4. Bi-Annual, Executive Constraints #7 and #8

Trustee Douglass searched other community colleges’ information. Trustee Douglass likes GCCC’s because it gives a

benchmark. If we had no designation, it would be harder to decide to choose a local business—no recommendations for changes on #8.

## **V. OTHER**

### **A. Open comments from the public**

No requests for comments

### **B. President's Report**

Dr. Ruda reported that the state is developing the official state of Kansas license plate that will benefit scholarships. This semester, we have partnered with The Virtual Care Group to provide free telehealth services to all students. GCCC has partnered with Seward County Community College to bring CDL/Truck Driving certification program to Garden City. The first class starts on September 5. We will have two full-time instructors for the GCCC campus. The Newman partnership will start this fall for the bachelor's degree in business. Six students have been admitted into the program, with three waiting on the process.

### **C. Fairness in Women's Sports Policy**

Dr. Ruda reported that HB2238 was passed in the last legislative session, and the policy will be taken to the College Council for approval.

### **D. Incidental Information**

We have been advertising for a fire science instructor for two years. If the Board has leads, please bring them forward to administration.

### **E. Report from FCEDC**

Trustee Rupp reported on the last two meetings. The Garden Academy Early Learning Center will be advertising openings

soon. Bob Kreutzer presented on the Western Kansas Career Showcase, which collaborates with rural area business/industry and professional educators to provide support and interaction via job shadowing, internships, and apprenticeships.

#### **F. Report from KACC**

Trustee Tedrow reported that the name has changed to KACC. Trustee Tedrow presented Heather Morgan's report to the trustees. The next meeting is August 25-26 in Concordia.

### **VI. OWNERSHIP LINKAGE**

Trustee Douglass received a question about CNA courses being offered at night or on weekends. Dr. Ruda suggested calling Glenda Owens for more information.

Chair Hitz discussed the new board assessment form. The Trustees discussed who participates in the self-assessment. The CEO can provide essential feedback to the Board. The trustees concluded to include all administration in the monthly assessment.

### **VII. Executive Session**

Move that the Board Recess into executive session to consult with our attorney via phone to receive advice concerning potential litigation pursuant to the open meetings exception for matters protected by attorney-client privilege and that our President and Vice Presidents be included. The open meeting will resume here in the Ronald J. Scott Endowment Room in fifteen (15) minutes.

*Meeting of Trustees  
August 15, 2023*

Amend to include a ten-minute break. The executive session will start at 8:26 p.m. for 15 minutes.

**Motion:** Shanda Smith

**Second:** Beth Tedrow

**Ayes:** Douglass, Tedrow, Smith, Hitz, Rupp, Larson

**Nays:** None

**Motion Carried 6-0**

**Trustees returned to open session at 8:42.**

## **IX. Adjournment**

Chair Hitz adjourned the meeting at 8:42 p.m.

---

Jodie Tewell  
Deputy Clerk

---

Dr. Ryan Ruda  
President

---

Mr. Leonard Hitz  
Chairman of the Board

**BOARD OF TRUSTEES RETREAT  
GARDEN CITY COMMUNITY COLLEGE**

Thursday, August 29, 2023

---

Trustees Present: Leonard Hitz, Shanda Smith, Dr. Marilyn Douglass, Beth Tedrow, David Rupp,  
Bob Larson

Others Present: Dr. Ryan Ruda, Karla Armstrong, Madilyn Limberg, Jean Clifford, Maegan Catchpole,  
Jodie Tewell

The Board of Trustees met for a special session at 7:30 a.m. on Tuesday, August 29, 2023, in the Fry Eye Conference Room.

---

**CALL TO ORDER:**

The meeting was called to order at 7:30 a.m.

**Board of Trustees Budget Retreat**

GCCC Administration presented the budget summary page and discussed the proposed funds, the amount of taxes to be levied, and the revenue-neutral rate. The trustees requested no adjustments, and the budget will be formalized and brought forward at the September Board of Trustees meeting.

No action was taken.

**ADJOURNMENT:**

The meeting adjourned at 7:41 a.m.

---

Jodie Tewell  
Deputy Clerk

---

Dr. Ryan Ruda  
Secretary

---

Leonard Hitz  
Chair of the Board

*Meeting of Trustees  
August 29, 2023*

**Agenda No: II -B**

**Date: September 12, 2023**

**Topic: Approval of Personnel Actions-Human Resources  
Adjunct/Outreach Contracts**

**Presenter:** Dr. Ryan Ruda

**Background Information:**

All full-time employees hired by the college's administration are presented monthly to the board. The following document represents new employees and transfers/promotions serving Garden City Community College and are presented for board approval.

**Budget Information:**

Salaries are commensurate with duties and responsibilities and are included in the annual budget.

**Recommended Board Action:**

Approve the personnel for employment, retirement, separation, and transfer/promotion as reported by the office of Human Relations.

**Board Action Taken:**              Approved       Disapproved  
                                               Ayes          Nays       No Action

**Board Member Notes:**

September 8, 2023

**To:** Board of Trustees

**From:** Tricia Sayre, Human Resources Assistant

**New Hires:**

Evelyn Irigoyen-Aguirre, Student Support Service Advisor, effective, August 21, 2023

Wacey Munsell, Assistant Rodeo Coach, effective, August 30, 2023

Synthia Preston, Assessment Center Proctor, effective, September 5, 2023

Britnie Novack, Student Activities Coordinator, effective, September 6, 2023

Ryan Lumpkin, 2<sup>nd</sup> Assistant Baseball/Res Life Coach, effective September 8, 2023

Jared Powers, Assistant Director Residential Life/Creative Digital Specialist for Athletics, effective, September 11, 2023

**Internal Transfers:**

Gina Cavazos, Assessment Clerk, effective August 1, 2023

Kellee Munoz, Director of Title IX, effective, September 5, 2023

Alexis Saenz, Director of Human Resources/Payroll, effective, September 5, 2023

**Resignations/Separations/ Retirement:**

Brittany Clark, Student Activities Coordinator, effective, August 2, 2023

Amy Schmeckpeper, Head Softball Coach, effective, September 6, 2023

**Diversity Recruitment Opportunity**

In researching effective ways of advertising GCCC faculty and other professional position vacancies, a more affordable alternative emerged recently. We place our national position advertising with a leading website called HigherEdJobs.com, and now the HEJ site has added an additional service. When we place a 60-day vacancy posting we are now having the same advertisement e-mailed to approximately 142,000 professionals who have identified themselves as minority educators seeking employment. The e-mail message allows interested professionals to contact us directly, and it also includes a link to the HEJ site, which allows an interested applicant to navigate to the GCCC website and apply online.



**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>
Albert, Kathleen	Anatomy & Physiology I BIOL-211-50/55 - 4.00 credit hour(s) 4.00 credit hour(s) X \$700.00 = \$2800.00 08/14/2023 - 12/07/2023 11-00-0000-11040-5260	\$2,800.00
Albert, Kathleen	Anatomy & Physiology I BIOL-211-51 - 4.00 credit hour(s) 4.00 credit hour(s) X \$700.00 = \$2800.00 08/14/2023 - 12/07/2023 11-00-0000-11040-5260	\$2,800.00
Albert, Kathleen	Anatomy & Physiology II BIOL-212-50 - 4.00 credit hour(s) 4.00 credit hour(s) X \$700.00 = \$2800.00 08/14/2023 - 12/07/2023 11-00-0000-11040-5260	\$2,800.00
Arandia, Mark	Elementary Ethics PHIL-102-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11023-5260	\$2,100.00
Behrends, Marianna	Intro to Food Science ANSI-131-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$2,100.00
Behrends, Marianna	Principles of Meat Science ANSI-207-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$2,100.00
Boese, Donna	College Success PCDE-101-50 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/15/2023 - 10/05/2023 11-00-0000-11083-5260	\$700.00
Breen, Michael	Survey of Civilization I HIST-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/28/2023 - 12/07/2023 11-00-0000-11020-5260	\$2,100.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Breen, Michael	American Government POL-105-50/57 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/28/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00
Burrus, Cynthia	Intro Computer Concepts & Appl CSCI-110 - 50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12012-5260	\$2,100.00
Caldwell, Kyle	Food Sanitation ANSI-209-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$2,100.00
Carmichael, Renee	Music History and Appreciation MUSC-108-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11020-5260	\$2,100.00
Carmichael, Renee	Applied Music: Instru I Euphonium MUSC-1021-63 - 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 08/14/2023 - 12/07/2023 11-00-0000-11033-5260	\$200.00
Carmichael, Renee	Applied Music: Instru II Horn MUSC-103-61 - 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 08/14/2023 - 12/07/2023 11-00-0000-11033-5260	\$200.00
Carmichael, Renee	Applied Music: Instru III Trumpet MUSC-2031-60 - 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 08/14/2023 - 12/07/2023 11-00-0000-11033-5260	\$200.00
Carmichael, Renee	Applied Music: Instru III Trombone MUSC-2031-62 - 1.00 credit hour(s) \$200.00/student X 2 student = \$400.00 08/14/2023 - 12/07/2023 11-00-0000-11033-5260	\$400.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Carmichael, Renee	Applied Music: Instru IV Trumpet MUSC-2041-60 - 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 08/14/2023 - 12/07/2023 11-00-0000-11033-5260	\$200.00
Chavarria, Marlo	Principles of Econ: Macro ECON-111-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11010-5260	\$2,100.00
Chavarria, Marlo	Principles of Econ: Micro ECON-112-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11010-5260	\$2,100.00
Devgan, Rajneesh	Intermediate Algebra MATH-107-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11050-5260	\$2,100.00
Estes, Brittany	English II ENGL-102-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11021-5260	\$2,100.00
Fairbanks, Johnathan	Introduction to Philosophy PHIL-101-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11023-5260	\$2,100.00
Garcia, Jesse	Manicuring COSM-109-HS - 10.00 credit hour(s) 10.00 credit hour(s) X \$700.00 = \$7000.00 08/14/2023 - 12/07/2023 12-00-0000-12250-5260	\$7,000.00
Getahun, Yonas	College Math *** MATH-005-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11050-5260	\$2,100.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Getahun, Yonas	Intermediate Algebra MATH-107-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11050-5260	\$2,100.00
Glenn, Skyler	Principles of Animal Science ANSI-102-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$2,100.00
Glenn, Skyler	Animal Science & Industry Lab ANSI-103-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$700.00
Glenn, Skyler	Principles of Animal Science ANSI-102-02 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$2,100.00
Glenn, Skyler	Animal Science & Industry Lab ANSI-103-02 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$700.00
Glenn, Skyler	Principles of Animal Science ANSI-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$2,100.00
Glenn, Skyler	Animal Science & Industry Lab ANSI-103-50 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$700.00
Glenn, Skyler	Swine Production ANSI-110-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$2,100.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Golemboski, Zachary	Intro Fire Protection/Emer Svc FIRE-100-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12241-5260	\$2,100.00
Griffin, Thomas	American History to 1877 HIST-103-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/28/2023 - 12/07/2023 11-00-0000-11020-5260	\$2,100.00
Harris-Marquez, Queenetta	Elementary Spanish I LANG-1322-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$700.00 = \$3500.00 08/14/2023 - 12/07/2023 11-00-0000-11020-5260	\$3,500.00
Hays, David	College Algebra MATH-108-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11050-5260	\$2,100.00
Hays, David	Fundamentals of Statistics MATH-110-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11050-5260	\$2,100.00
Hays, David	College Algebra MATH-108-55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11050-5260	\$2,100.00
Heaton, Tyrell	World Geography GEOG-101-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 10/05/2023 11-00-0000-11060-5260	\$2,100.00
Henderson, Cara	General Psychology PSYC-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Henderson, Cara	Introduction to Sociology SOCl-102-50/58 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00
Hightower, Paige	College Success PCDE-101-40 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 10/05/2023 11-00-0000-11083-5260	\$700.00
Hightower, Paige	College Success PCDE-101-46 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 10/05/2023 11-00-0000-11083-5260	\$700.00
Hodgson-DeSilva, Krishana	Basic English*** ENGL-090-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11021-5260	\$2,100.00
Hodgson-DeSilva, Krishana	English Companion*** ENGL-098-50B/55B - 3.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 12/07/2023 11-00-0000-11021-5260	\$700.00
Hodgson-DeSilva, Krishana	English I ENGL-101-50A/55A/50B/55B - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11021-5260	\$2,100.00
Hunter, Lauren	Marketing BSAD-123-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/28/2023 - 12/07/2023 11-00-0000-110110-5260	\$2,100.00
Kilgore, Kelsey	Animal Diseases & Health ANSI-101-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$2,100.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Malone, Marc	Introduction to Literature I ENGL-210-01/HS - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11021-5260	\$2,100.00
Mangels, Tracy	Introduction to AWS Welding WELD-110-HO - 3.00 credit hour(s) 3.00 credit hour(s) x \$700.00 = \$2100.00 08/24/2023 - 05/16/2024 12-00-0000-12273-5260	\$2,100.00
Mangels, Tracy	Introduction to AWS Welding WELD-110-HP - 3.00 credit hour(s) 3.00 credit hour(s) x \$700.00 = \$2100.00 08/24/2023 - 05/16/2024 12-00-0000-12273-5260	\$2,100.00
Mangels, Tracy	Intermediate AWS Welding WELD-120-HO - 3.00 credit hour(s) 3.00 credit hour(s) x \$700.00 = \$2100.00 08/24/2023 - 05/16/2024 12-00-0000-12273-5260	\$2,100.00
Mangels, Tracy	Advanced AWS Welding WELD-200-HO - 3.00 credit hour(s) 3.00 credit hour(s) x \$700.00 = \$2100.00 08/24/2023 - 05/16/2024 12-00-0000-12273-5260	\$2,100.00
Meier, Shelley	Foundations of Education EDUC-105-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00
Meier, Shelley	Music for Elementary Teachers EDUC-201-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00
Morgan, Linda	Sex Crimes CRIM-219-50 - 3.00 credit hour(s) 5/6 of 3.00 credit hour(s) X \$700.00 = \$1750.00 08/28/2023 - 12/07/2023 12-00-0000-12240-5260	\$1,750.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Myrvik, Patricia	Lifetime Fitness HPER-121-50 - 2.00 credit hour(s) 2.00 credit hour(s) X \$700.00 = \$1400.00 08/28/2023 - 12/07/2023 11-00-0000-11070-5260	\$1,400.00
Neri, Elise	Beginning Algebra *** MATH-006-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11050-5260	\$2,100.00
Pfeifer, Patrick	Career Success PCDE-109-05 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 12/07/2023 11-00-0000-11083-5260	\$700.00
Pfeifer, Patrick	Career Success PCDE-109-06 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 12/07/2023 11-00-0000-11083-5260	\$700.00
Piller, David	Intro to Criminal Justice CRIM-101-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/28/2023 - 12/07/2023 12-00-0000-12240-5260	\$2,100.00
Ralston, Randy	Police Firearms I CRIM-121-40 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/30/2023 - 10/04/2023 12-00-0000-12240-5260	\$700.00
Reyes, Vicky	College Success PCDE-101-41 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 10/05/2023 11-00-0000-11083-5260	\$700.00
Reyes, Vicky	College Success PCDE-101-48 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 10/05/2023 11-00-0000-11083-5260	\$700.00



**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Rios, Juliette	College Success PCDE-101-45 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 10/05/2023 11-00-0000-11083-5260	\$700.00
Rios, Juliette	College Success PCDE-101-47 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 10/05/2023 11-00-0000-11083-5260	\$700.00
Saenz, Alexis	College Success PCDE-101-49 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 10/05/2023 11-00-0000-11083-5260	\$700.00
Simmons, John	General Biology BIOL-105-50/55 - 4.00 credit hour(s) 4.00 credit hour(s) X \$700.00 = \$2800.00 08/14/2023 - 12/07/2023 11-00-0000-11040-5260	\$2,800.00
Simmons, John	Microbiology BIOL-213-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$700.00 = \$3500.00 08/14/2023 - 12/07/2023 11-00-0000-11040-5260	\$3,500.00
Spero, Susan	Introduction to Sociology SOC1-102-51/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00
Spero, Susan	American Government POLS-105-55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00
Stevenor, Jane	English I ENGL-101-52 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11021-5260	\$2,100.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Stevenor, Jane	English I ENGL-101-55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11021-5260	\$2,100.00
Stevenor, Jane	Understanding New Testament ENGL-231-50 - 3.00 credit hour(s) 5/6 of 3.00 credit hour(s) X \$700.00 = \$1750.00 08/28/2023 - 12/07/2023 11-00-0000-11021-5260	\$1,750.00
Strother, Danai	Public Speaking COMM-101-52/58 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/28/2023 - 12/07/2023 11-00-0000-11022-5260	\$2,100.00
Strother, Danai	Interpersonal Communications COMM-103-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11022-5260	\$2,100.00
Tangumonkem, Eric	Physical Geology with Lab PHSC-205-50/55 - 5.00 credit hour(s) 5.00 credit hour(s) X \$700.00 = \$3500.00 08/14/2023 - 12/07/2023 11-00-0000-11040-5260	\$3,500.00
Terrell, Amanda	Art Appreciation ARTS-120-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11030-5260	\$2,100.00
Terrell, Amanda	Art History I: Prehis Medieval ARTS-120-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/28/2023 - 12/07/2023 11-00-0000-11030-5260	\$2,100.00
Vadapally, Praveen	College Chemistry I CHEM-109-50/55 - 5.00 credit hour(s) 5.00 credit hour(s) X \$700.00 = \$3500.00 08/14/2023 - 12/07/2023 11-00-0000-11040-5260	\$3,500.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Vadapally, Praveen	General Chemistry CHEM-105-52 - 5.00 credit hour(s) 5.00 credit hour(s) X \$700.00 = \$3500.00 08/28/2023 - 12/07/2023 11-00-0000-11040-5260	\$3,500.00
Weaver, Melissa	Public Speaking COMM-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11022-5260	\$2,100.00
Weaver, Melissa	Public Speaking COMM-101-55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11022-5260	\$2,100.00
Weaver, Melissa	Public Speaking COMM-101-57 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11022-5260	\$2,100.00
Wenzel, Leslie	Intermediate Algebra MATH-107-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 10/05/2023 11-00-0000-11050-5260	\$2,100.00
Whitehill, Judy	Sociology of Families SOCI-113-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00
Whitehill, Judy	Developmental Psychology PSYC-210-50/55- 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/28/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00
Whitehill, Judy	Developmental Psychology PSYC-210-51/56 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/28/2023 - 12/07/2023 11-00-0000-11060-5260	\$2,100.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 9/19/2023)

Woolever, Sharon	Basic Nutrition HPER-115-52/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 10/05/2023 12-00-0000-12202-5260	\$2,100.00
Woolever, Sharon	Medical Terminology EMIC-104-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12202-5260	\$2,100.00
Woolever, Sharon	College Success PCDE-101-53 - 1.00 credit hour(s) 1.00 credit hour(s) X \$700.00 = \$700.00 08/14/2023 - 10/05/2023 11-00-0000-11083-5260	\$700.00
Wright, Lora	Introduction to Food Law ANSI-215-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 08/14/2023 - 12/07/2023 12-00-0000-12211-5260	\$2,100.00
	<b>Total:</b>	<b>\$174,800.00</b>

**Topic:** Financial Information

**Presenter:** Dr. Ryan Ruda

**Background Information:**

Presentation of monthly financial documents:

- Checks over \$50,000
- Revenues
- Expenses
- Cash in Bank

**Budget Information:**

Financial information represents 1) monthly expenditures over \$20,000 2) cash deposits.

**Recommended Board Action:**

Accept and approve financial information as presented.

**Board Action Taken:**         Approved  Disapproved

Ayes  Nays  No Action

**Board Member Notes:**

## CHECKS PROCESSED FOR MONTH OF AUGUST 2023

### **Purchases over \$150,000.00 requiring Board Approval**

- Check #0292157 for \$1,383,767.00 to Dick Construction Inc for multiple invoices. \$63,246.00 John Deere and IT Expansion payment #6, \$4,560.00 Greenhouse Project partial payment, \$373,148.00 John Deere and IT Expansion payment #7, \$235,000.00 Greenhouse Project partial payment, \$456,257.00 STEM Success Center Fouse Bldg partial payment, \$9,000.00 STEM Success Center Fouse Building change order #3, \$7,000.00 STEM Success Center Fouse Building change order #2, \$233,443.00 STEM Success Center addition Fouse Building partial payment, \$962.00 STEM Success Center Addition Fouse Building change order #2 final payment, \$1,151.00 STEM Success Center Addition Fouse Building change order #3 final payment
- Check #0292158 for \$781,863.00 to Ellucian for Subscription and Cloud Software

### **Purchases \$50,000 to \$149,999.00 not requiring Board Approval**

- Check #0292066 for \$72,565.02 to City of Garden City for monthly utilities
- Check #E82513 for \$72,169.97 to KPERS for Retirement Contributions
- Check #0292017 for \$87,674.86 to Commerce Bank Commercial Cards for monthly purchase cards
- Check #0292075 for \$71,649.30 to CDW Government Inc for OneLogin and Lenovo ThinkBooks
- Check #0292095 for \$55,267.78 to IMA of Kansas Inc for Educators Legal Liability Insurance, Renewal Out of State Workers Compensation Insurance, State Taxes or Surcharges
- Check #0292097 for \$67,898.04 to KanREN for annual contract
- Check #0292148 for \$139,094.11 to CDW Government Inc, multiple invoices, no invoices over \$50,000.00
- Check #0292239 for \$70,500.00 to Daktronics Inc for Baseball Scoreboard and Fiber for Baseball Stadium install partial payment
- Check #082506 for \$154,133.58 to Blue Cross-Blue Shield for health insurance premiums for employees.

Garden City Community College  
8.31.23

	Amount	% Rate
Cash in Bank:		
Commerce Bank	\$1,904,737.52	0.000% *
KCB Operating	\$235,542.84	0.000%
State Municipal Invest. Pool	\$0.00	3.760%
Landmark National Bank	\$5,678,583.83	5.380%
Security Bank of KC -2021	\$361,819.87	4.971154%
Security Bank of KC -2022	\$164,165.89	4.971154%
	<b>\$8,344,849.95</b>	

	Type	Amount	% Rate	Beg. Date	Maturity
Investments:					
Dream First Bank (1st Natl Syracu	CD	\$1,000,000.00	4.500%	2/6/2023	8/10/2023
Kearny County Bank	CD	\$1,000,000.00	2.550%	7/29/2022	8/30/2023
Equity Bank	CD	\$1,000,000.00	4.500%	2/2/2023	11/2/2023
Kearny County Bank	CD	\$1,000,000.00	5.260%	4/28/2023	1/27/2024
		<b>\$4,000,000.00</b>			
TOTAL		<b>\$12,344,849.95</b>			

\*Reconciled Bank statement balance

**Agenda No: II - D**

**Date: September 12, 2023**

**Topic:** Board Action Regarding Approval of the 2023-2024 Budget

**Presenter:** Dr. Ryan Ruda

**Background Information:**

The Board previously approved publication of the 2023-2024 budget. The Notice of Hearing to exceed the Revenue Neutral Rate and Budget Hearing was published in the Garden City Telegram on August 12, 2023, which met the legal requirements for publication. The Board met the 10-day waiting period before the public hearing, which was held on 08.29.2023

**Budget Information:**

The proposed budget amount to be levied for the Fiscal Year 2023-24 in General Fund is \$14,417,997 with an anticipated General Fund mill levy of 24.525 mills.

The proposed tax mill rate in Capital Outlay of 0.741 mills for \$435,865 in anticipated revenue.

The proposed working budget for the combined General Fund and Post-Secondary Technical Education Fund for Fiscal Year 2023-24 is \$24,291,745.

**Recommended Board Action:**

Approve and adopt the 2023-24 budget. Certify the 2023 Tax to be levied at \$14,417,997 (24.525mills) General Fund and \$435865 for Capital Outlay (0.741 mills).

**Board Action Taken:**

\_\_\_\_ **Approved**      \_\_\_\_ **Disapproved**

\_\_\_\_ **Ayes**      \_\_\_\_ **Nays**      \_\_\_\_ **No Action**

**Board Member Notes:**



**CERTIFICATE**

TO THE CLERK OF Finney COUNTY, STATE OF KANSAS

We the undersigned, duly elected, qualified and acting officers of

Garden City Community College

certify that: (1) the hearing mentioned in the attached proof of publication was held; (2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditure for the various funds for the year 2023-2024; and (3) the Amount(s) of 2023 Tax to be Levied are within statutory limitations.

Table of Contents:			2023-2024 Adopted Budget		
Adopted Budget and Financial Statements	K.S.A.	Page No.	Expenditures & Transfers	Amount of 2023 Tax to be Levied	County Clerk's Use Only
Statement of Conditional Lease, etc.		1			
Current Funds Unrestricted:					
General	71-204	2	23,755,000	14,417,997	
Postsecondary Technical Education		4	4,462,388	XXXXXXXXXX	
Adult Education	71-617	6	384,574	(1)	
Adult Supplementary Education	74-32,261	8	800,000	XXXXXXXXXX	
Auxiliary Enterprise		10	4,900,000	XXXXXXXXXX	
<b>Total Current Funds Unrestricted</b>			<b>34,301,962</b>	<b>14,417,996</b>	
Plant Funds					
Capital Outlay	71-501	11	640,000	435,865	
<b>Total Plant Funds</b>			<b>640,000</b>	<b>435,865</b>	
Total – All Funds		XXXXXXXX	34,941,962		
Hearing Notice		13			Final Assessed Valuation

Assisted by:

Revenue Neutral Rate: 23.353

\_\_\_\_\_

\_\_\_\_\_

Attest: \_\_\_\_\_, 2023

\_\_\_\_\_  
County Clerk

\_\_\_\_\_  
Signature and Title of Elected Official

**NOTICE OF HEARING TO EXCEED THE REVENUE NEUTRAL RATE AND BUDGET HEARING  
2023-2024 BUDGET**

The governing body of Garden City Community College in Finney will meet on  
**August 29, 2023 at 8:00 AM at SCSC Fry Eye Conference Room**  
for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of tax to be levied, the revenue neutral rate, and to consider amendments. Detailed budget information is available at President's Office - SCSC and will be available at this hearing.

**BUDGET SUMMARY**

The Expenditures and the Amount of 2024 Tax to be Levied (as shown below) establish the maximum limits of the 2023-2024 budget. The "Est. Tax Rate" in the far right column, shown for comparative purposes, is subject to change depending on final assessed valuation.

	2021-2022		2022-2023		Proposed Budget 2023-2024		
	Actual Expend. & Transfers	Actual Tax Rate*	Actual Expend. & Transfers	Actual Tax Rate*	Budgeted Expend. & Transfers	Amount of 2024 Tax to be Levied	Est. Tax Rate*
Current Funds Unrestricted							
General Fund	18,144,109	24.418	19,599,448	24.277	23,755,000	14,417,997	24.525
Postsecondary Tech Ed	2,955,219	0.000	3,361,298	0.000	4,462,388	xxxxxxxxxx	xxx
Adult Education	332,791	0.000	341,411	0.000	384,574	(1)	0.000
Adult Supp Education	534,385	xxx	748,779	xxx	800,000	xxxxxxxxxx	xxx
Auxiliary Enterprise	2,835,643	xxx	3,520,628	xxx	4,900,000	xxxxxxxxxx	xxx
Plant Funds		xxx		xxx		xxxxxxxxxx	xxx
Capital Outlay	561,505	1.037	588,929	0.999	640,000	435,865	0.741
<b>Total All Funds</b>	<b>25,363,652</b>	<b>25.455</b>	<b>28,160,493</b>	<b>25.276</b>	<b>34,941,962</b>	<b>xxxxxxxxxx</b>	<b>25.266</b>
					<i>Revenue Neutral Rate**</i>		<b>23.353</b>
Total Tax Levied	12,301,720		13,790,984		xxxxxxxxxx	14,853,860	
Assessed Valuation	483,273,244		545,615,763		587,890,690		

**Outstanding Indebtedness, July 1**

	2021	2022	2023
Lease Purchase Principal	9,834,382	13,969,055	12,443,406
<b>Total</b>	<b>9,834,382</b>	<b>13,969,055</b>	<b>12,443,406</b>

\* Tax Rates are expressed in mills.  
\*\* Revenue Neutral Rate as defined by KSA 79-2988

  
\_\_\_\_\_  
Garden City Community College, Board of Trustees

## Policy Title: Board Job Description

The job of the board is to represent the ownership in determining and demanding appropriate organizational performance. To distinguish the board's own unique job from the jobs of its staff, the board will concentrate its efforts on the following job "products" or outputs. HLC Link: 1.B.1, 3

1. Linkage with the public regarding ENDS. Input may be obtained in the following ways:
  - A. Meeting with individuals and organized or informal community groups (i.e., civic groups, churches, focus groups).
  - B. Observing and meeting with other public boards.
  - C. Hosting opportunities which afford owners the opportunity to learn about the college.
  - D. During open session of board meetings.
  - E. Address electronic communication related to the performance of the President.
  
2. Written governing policies which, at the broadest levels, address:
  - A. ENDS: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good for which people at what cost).
  - B. EXECUTIVE LIMITATIONS: Constraints on executive authority which establish the boundaries within which all executive activity and decisions must take place.
  - C. GOVERNANCE PROCESS: Specification of how the board conceives, carries out, and monitors its own task.
  - D. BOARD-MANAGEMENT DELEGATION: The manner in which authority is passed to the president and assessment of the use of that authority.

*(Continued on next page)*

**POLICY TITLE: BOARD JOB DESCRIPTION (CONTINUED)**

3. Assure the president's performance through periodic and annual reviews.
4. Select and discipline board officers
  - A. A chairperson shall be selected, by majority vote of the entire board, based on his or her abilities to carry out the responsibilities of that position. (A chairperson, and other officers deemed necessary or required by statute, shall be elected on an annual basis during the official board meeting in January).
  - B. If, for any reason, board members believe the chairperson fails to fulfill his or her role as stated in these policies, they may, by majority vote of the entire board, remove the chairperson from office and select a replacement for the remainder of the unexpired term as chairperson.
5. Impact on legislative affairs through advocacy.
6. The Board shall monitor the outcomes and professional conduct of organizations associated with GCCC - i.e., the GCCC Endowment Association (EA) and the Broncbuster Athletic Association (BAA).

HLC Link: 1.C.1, 2,3
7. Advocate for the values of diversity, equity, inclusion, and compassion. Respect and welcome all people equally.
  - **Diversity:** Garden City Community College recognizes and values differences in (including, but not limited to) age, ethnicity, gender identity and expression, nationality, religion, sexual orientation, political perspective, socioeconomic status, citizenship, military status, persons with a mental health condition, status as an individual with a disability and first-generation student status that enrich our learning and working environment. It is the goal of the college to mirror the diversity of the communities in which we live and serve.
  - **Equity:** Garden City Community College fully embraces the core components of equity—fairness, impartiality, and objectivity—in all areas of governance requiring decision making, problem solving and dispute resolution. The college is committed to respect individuality, human dignity, and equality.

*(Continued on next page)*

**POLICY TITLE: BOARD JOB DESCRIPTION (CONTINUED)**

- **Inclusion:** Garden City Community College intentionally strives to foster a culture that affords an opportunity for all constituents to feel welcome, included, and able to contribute to the overall success of the college. A climate of openness, trust, education, engagement, and celebration of differences lies at the core of Garden City Community College.  
HLC Link: 1.C.1, 2,3

8. Continual board development will include orientation of new board members and ongoing trustee education
  1. Trustee education results in skills and knowledge that contribute to being an effective governing team. Attending educational opportunities is a demonstration of leadership and sets a powerful message about the importance of ongoing professional development. Trustees need to be continually updated to issues and trends in community colleges.
    - A. Set an annual retreat to develop the plan for professional development. Identify areas that individuals and the board as a whole wish to explore.
    - B. Do not exceed Board development budget
    - C. The Board chair and the President will work together to schedule the retreat, plan the agenda (based on board members’ needs) and arrange for speaker/facilitator
    - D. The board shall perform an annual self-assessment to evaluate the completion of the development plan.
  2. New Board Members
    - A. New board members attend and participate in Trustee orientation facilitated by the Board Chairman and President.  
HLC Link: 2.C.1

*Reviewed Bi-annually.*

**Reviewed**

---

5.10.2006	1.19.2018	3.10.2020	9.8.2020
3.8.2022	4.10.2022	8.23.2022	

**Revised**

---

8.10.2021			
-----------	--	--	--



**NON-ACADEMIC  
DEPARTMENTAL REVIEW  
TEMPLATE**

*August 2022*

***College Health***



## Non-Academic Departmental Review Self-Study

**Department:**  
**College Health**  
**Department Head:**  
**Patricia Miller, RN, BSN**

Submitted by: Patricia Miller

Submission Date: January 4, 2023

### ***INSTRUCTIONS:***

*Complete this form using department documentation and your own observations. This self-study is designed to be a narrative document and all responses to questions should be supported by rationale, explanation and or specific documentation.*

**All documentation provided for the Non-Academic Departmental Review Self-Study should include the previous five years, beginning with the 2017-2018 academic year.**

Adapted from Azusa Pacific University, Arizona State University, & Tyler Junior College, 2017.

## TABLE OF CONTENTS

1: Non-Academic Departmental Review Participants .....	1
2: Departmental Profile.....	2
A. Mission/Purpose.....	2
B. Human Resources.....	2
C. Description of the Department and the Customers/Clients Served.....	4
3: Departmental Resources.....	6
4: Departmental Innovation .....	8
5: Outcomes, Assessment Measures, Targets of Achievement, and Prior Results.....	10
6: Additional Comments .....	18
7: Executive Summary.....	19
8: Departmental Action Plan (with timelines for recommendations).....	22
9: Signature Page and Archiving .....	24



## 1: Non-Academic Departmental Review Participants

List the names of **your department personnel** who contributed to the writing of this report and their position/association within your department.

Name	Association/Dept Role
Patricia Miller	College Health Nurse

## 2: Departmental Profile

### A. Mission/Purpose

1. What is the mission of the department and how does it align with the institutional mission and other strategic priorities?

#### **MISSION OF GCCC STUDENT HEALTH SERVICES**

Student Health Services at GCCC assists students and employees in maintaining optimum physical and emotional health which will empower their pursuit of academic goals and personal development consistent with the mission of Garden City Community College. This is accomplished through the provision of quality, accessible, comprehensive, and cost-effective healthcare and the promotion of healthy behaviors and lifestyle choices through ongoing education and prevention.

### B. Human Resources

*Combine all Sub-units for analysis.*

1. How does the department assure that all personnel are qualified for their position?

Kansas State Board of Nursing Licensure  
CPR/AED certification  
Narcan Training certification

2. Include an organizational chart with names and titles.

Colin Lamb	VP Student Services	
Tammy Tabor	Dean of Student Services	
Patricia Miller RN BSN	College Health Nurse	Fulltime
Melanie Blackburn RN	College Health Nurse	PRN
Amber Pilosof RN	College Health Nurse	PRN

3. List departmental, divisional, College, professional, or community committee or board activities and leadership roles, if applicable, of each full-time employee for the past **five** years.

Finney County Health Department Advisory Committee  
FCHD COVID 19 mass testing/vaccination clinics  
Finney County SaneSart Board of Directors  
Finney County Prevention Taskforce  
Finney County Opioid Taskforce  
St. Catherine Hospital Board of Directors

GCCC Sports Advisory Committee  
 GCCC Safety Committee

4. List names and anticipated dates of retirement (month, year) within the next five years.

NAME	MONTH	YEAR
Patricia Miller	August	2026

5. How are the results of employee evaluations used in identifying professional development needs?

My goal on the employee evaluations is to identify and attend more off-campus professional development opportunities specific to college health issues. In prior years, I have attended the American College Health Association/Central College Health Association Annual meeting, however I have not attended in recent years because of COVID, and the CCHA has joined with "Meeting of the Minds" and tends to focus more on mental health.

6. What department-specific professional development opportunities are offered/provided by the department?

Organized and sponsored Narcan (naloxone) training provided by DCCCA, a training to learn more about the opioid crisis, opioid overdose prevention, how to identify and respond to opioid overdose, and how to administer naloxone.  
 Organized and sponsored CPR/AED First Aid training provided by DPS  
 Organized and sponsored Adult Mental Health First Aid training provided by Livewell Finney County

7. Show evidence that employees have continued their professional development by attaching a list of current full-time employees who participated in professional development activities during the past **five** years, and those activities.

- o Title IX Compliance and Collaboration: Understanding & Responding to Sexual Assault on Campus
- o Jana's Campaign Heartland Safety Summit
- o Mandated Reporter Training for Child Abuse
- o Tuberculosis
- o Child Abuse
- o Novovirus
- o Depression: Major Depressive Episode
- o Borderline Personality Disorder
- o Colstridium Difficile: A Growing Problem

- Influenza
- HPV: Genital Warts Recurrent
- Respiratory Papillomatosis
- Pain Management Pearls: Opioids & Culture
- Fibromyalgia
- Hyperlipidemia and Atherosclerotic Cardiovascular Disease
- Pathophysiology: The Renal System
- Per FCHD MOU- Mass COVID vaccination clinic
- KS Opioid and Stimulant Conference-Damon West
- Sex Offenders What every MDT Team Member Should Know
- Safe Return to Campus Preparing for MonkeyPox & COVID 19
- Engaging the Campus Community to prevent Gender Based Violence-Webinar
- COVID-19 Updates: Current Booster Recommendations-Webinar
- Multiple ACHA Online COVID meetings with ACHA leadership & other colleges
- CPR/AED/First Aid recertification every 2 years
- Narcan Training certification

## C. Description of the Department and the Customers/Clients Served

1. What are the key functions, processes and services provided by the department? Include production level data such as students/customers served, transactions processed, etc. Explain any compliance duties or responsibilities.

Services offered through Student Health Services helps the student maintain the highest level of health possible. Services include blood pressure checks, height/weight checks, pregnancy tests, strep testing, covid testing, medical referral, suture removal, small wound care, influenza vaccinations, condom distribution, birth control counseling education and or referral, sexually transmitted infection, disease counseling and referral, nutrition counseling, health insurance information.

Population served: on-campus and online students, employees

Students taking on-campus classes (unduplicated headcount)

AY2017-18	2311*
AY2018-19	1865*
AY2019-20	1618*
AY2020-21	1507*
AY2021-22	1470*

\*Includes hybrid classes

Note: AY is Fall, Spring, Summer. Example AY21-22 is 21FA,22SP,22Su

(Online data not available. Even though Student Health Services is available for all students, it is unlikely that a student taking classes online, for example in Kansas City, will utilize the service.)

Student Health visits/cases

2017-2018 Students 326 (Res Life 297 Commuter 29) Employees 63 Total 389

2018-2019 Students 236 (Res Life 218 Commuter 18) Employees 79 Total 315

2019-2020 Students 208 (Res Life 188 Commuter 20) Employees 40 Total 248\*

2020-2021 Students 55 (Res Life 44 Commuter 11) Employees 45 Total 100 (395 triage cases\*\*)

2021-2022 Students 73 (Res Life 63 Commuter 10) Employees 21 Total 94 (570 triage cases\*\*)

\*March-July 2020 COVID shut down

\*\*COVID protocol- phone triage & patient management

Majority of the students seen originate from residential life. It is believed to be because most commuter students have established healthcare with a local PCP. Some commuter students who visit health services report no health insurance.

Transactions include a small amount of Flu Vaccines \$10-15: 2017-25; 2018-29; 2019-22. With the addition of Free Flu Vaccine Clinics, provided by Livewell Finney County, the amount of purchased flu vaccine has been reduced. The student vaccine clinics started in 2019 and then employees were added in 2020. 2019 97 students participated in the event. College Health was not given numbers in attendance 2020 & 2021. With the addition of the Grow Well Clinic for employees, I anticipate utilization of this service for vaccines, decreasing the need for this transaction.

#### Blood-Borne Pathogen Policy

- Maintain hepatitis vaccination compliance for designated employees

#### AED & Narcan (naloxone)

- Monthly equipment maintenance
- Maintain designated employee CPR and Narcan training compliance

#### GCCC Tuberculosis state requirement

- Ensure student is compliant to enroll for classes

#### Residential Life Immunization

- Ensure student is compliant with immunization policy

What impact do those services have on students and other key stakeholders? What are the department's enhancements to the institution?

Physical health is vital to the success of the students and employees to maintain a quality level of functioning. Navigating the healthcare system can be difficult, it is college health desire to assist the student and employee to manage their healthcare needs efficiently. The services provided fulfills a healthcare and financial need for students. College tuition and fees as well as healthcare needs can create a financial burden. Free and reduced fees services can reduce this burden while offering quality healthcare.

St. Catherine Service Agreement offers reduced fees

Awareness Events offer education

Narcan program opioid overdose antagonist

## 2. Discuss how the department utilizes appropriate technology to provide services to its stakeholders.

- GCCC Buster Biz app
  - Marketing, attendance and survey of events and screenings i.e., vision, dental
  - Daily health screenings during COVID, but only because there was a HIPAA-compliant dashboard with limited access to other college employees.
  - College Health Connection option to reach out to College Health for appointment
  - CDC Isolation/Quarantine calculator walks COVID positive or exposed persons through the current guidelines for isolation/quarantine
- Confidential surveys are available in college health
  - Surveys per QR code are available for student to scan, utilizing personal phone camera, on the date of service.
- Lab Exchange application-
  - Kansas Dept of Health and Environment Lab Exchange application is necessary for COVID testing and results reporting to the state.
  -
- Datatel
  - Immunization reporting and tracking

- Star Rez
  - Immunization record retrieval

### 3. Describe any existing continuous improvement activities.

#### Yearly Non-Academic Annual Assessment

- Annual Assessment is a tool to plan and assess established objectives and to report progress of the previous year's action plan by analyzing the data collected

#### Annual GCCC Student Assessment of Services

- Annual survey spring semester

#### Chart Review

- Meetings twice a month with Dr. Rosin, College Health Medical Director, to review charts and receive feedback of services provided

#### Buster Biz app

- Event attendance and feedback
- Arrange appointment with College Health

#### Finney County Health Department

- Frequent meetings with FCHD professional staff for updates regarding COVID guidelines and for approval and feedback of current processes.

#### College Health surveys

- Confidential surveys per QR code are available for student to scan, utilizing personal phone camera, on the date of service.

### 4. Provide any other relevant information needed for a complete understanding of your department.

It is not in the RN's scope of practice to diagnose medical conditions therefore many healthy relationships involving multiple community resources are necessary to assist the student and employee in maintaining optimum physical and mental health.

## **3: Departmental Resources**

1. Describe the overall adequacy of resources (human, technological, capital, facilities, and fiscal) available to the department for providing effective service delivery and achieving outcomes. If additional resources are needed, please provide data and describe how those resources would improve services.

Human resources, technology, budget, space, medical equipment & supplies are adequate for current duties, responsibilities, and needs. The budget replenishes outdated medical equipment, OTC medications, wound dressings, testing supplies (Pregnancy, COVID, Strep) and offers the funds for professional development.

With the onset of COVID, additional professional staff was necessary for nursing coverage with extended hours 7 days a week. An additional fulltime nurse and a PRN (as needed) nurse was added to cover the need. Due to a decrease in COVID infections and Currently staffing is back to a fulltime RN but continues to employ 2 PRN nurses. An additional exam room was also necessary to provide space to assess patients with COVID symptoms keeping those without symptoms in a separate room, apartments were secured on campus to house COVID positive students and space was made available for Genesis to COVID test. A van was and continues to be utilized to transport students without a vehicle to and from their isolation space and is used occasionally to obtain testing off campus.

Since the onset of COVID Genesis Family Health has provided our COVID testing, however currently Genesis offers very limited testing hours in College Health exam room. College Health is COVID testing when Genesis is not available. Of the current testing supplies, some has been purchased and some has been provided by USD 457.

*Include documentation if requesting additional resources.*

## 4: Departmental Innovation

1. Does the department engage in extracurricular activities as a service to the students and community (yes or no)?

### Educational/Awareness Events and Screenings

- Home Sweet Home – homesickness tips
- Keep It Safe- healthy relationships, campus safety and physical, mental, and sexual health
- Stress/Anxiety- coping skills
- Holiday Blues- depression
- STI- sexually transmitted infection
- Alcohol/Drug & SIDNE (simulated intoxicated driving experience)
- Summer Fun- skin protection
- Vision Screening
- Dental Screening
- Free Flu Shots
- Red Flag Campaign Bystander Intervention

(To enhance the student experience community partners are invited and in attendance at events i.e. “Keep It Safe” -Genesis Mental Health, Genesis Family Health, Family Crisis, FCHD, ABC Pregnancy; “Stress/Anxiety” & “Holiday Blues”- Genesis, Family Crisis; “STI”-FCHD, Family Crisis; Alcohol/Drug- Kansas Highway Patrol, FCPD, Family Crisis; Vision- GC Vision Source, Family Crisis; Dental- Genesis Dental, Family Crisis)

### Boards, Taskforce and Advisory

- Finney County Sanesart (Sexual Assault Nurse Examiner/Sexual Assault Response Team) Board
- Livewell Finney County Prevention Taskforce
- GCCC Nursing Advisory
- Finney County Health Department Advisory
- Finney County Opioid Taskforce
- GCCC Sports Advisory Committee

College Health assisted with mass Covid vaccination site through MOU with Finney County Health Department

College Health nurse coordinates the annual GCCC blood drive. Volunteering for the blood drive gives the student an opportunity to earn community service hours.

*If yes, list activities and explain how they benefit the students and/or community (e.g. fliers, internal department documentation)*

2. What innovative ideas have been incorporated into the operation of the department during the last five years? Discuss the results and provide documentation.

### **St Catherine Service Agreement**

Beginning in 2017, St Catherine Service Agreement gave students another avenue to medical care. The agreement gives College Health and Athletic Trainers the ability to refer students with and without insurance to St. Catherine Providers at a reduced rate of service.

### **Campus Events**

Awareness vents for students, hoping to engage a diverse set of students. These are yearly events and continue today. 2022 added the Buster Biz app for attendance and feedback



## **ON CAMPUS CLINIC**

Sept 2019, Garden City Community College partnered with Centura Health to offer students enhanced healthcare services directly on campus. GCCC students could visit Dr. Robert Rosin of Siena Medical and St. Catherine Hospital and his staff and receive treatment inside the Beth Tedrow Student Center between 4:30 and 6:30 p.m. on Wednesday evenings.

Students could walk in or make an appointment to see the doctor and nursing staff for common conditions including cold and flu symptoms, strep or sore throat, strains, and sprains, and more.

A private exam room with medical supplies and equipment was available inside the campus nurse's office. The opportunity was especially beneficial for students who live on campus and those who had limited transportation options and financial need.

Dr. Rosin, who brought over 25 years of medical experience and is board certified in internal medicine. Students were charged \$10 for the visit and were instructed to bring their insurance card, if applicable, and their GCCC student ID card.

Unfortunately, the clinic did not survive. 31 students utilized the service from September to March. Students continued to visit Student Health Services from 8-4:30pm the remainder of the week, and the college health nurse found that referrals were necessary before the next evening clinic. Though it was never intended to replace the college health nurse, it is recognized that, offering a PCP on campus Wednesday evenings for 2 hours was not adequate to cover the needs of the college.

## **COVID-19**

With the onset of COVID spring 2020, starting the fall 2020 semester, numerous practices were implemented in health services to ensure a safe return of students. The College Health nurse reached out to community resources for support. The College Health COVID taskforce was established comprised of Dr. Marilyn Douglass, Patsy Zeller NP, Director of Nursing GCCC, Janice Nunn RN (retired College Health Nurse). Relationships with FCHD & Genesis Family Health were enhanced. COVID testing at check-in was required and provided 2020 Fall, 2021 Spring, 2021, 2021 Fall. Accommodations for the COVID positive patient were made available utilizing residential life suites for isolation. Development of weekly Covid taskforce meetings with GCCC administration, frequent meetings with FCHD for updates to manage COVID positives, isolation, quarantine, contact tracing etc, patient education and communication, Buster Biz daily health screening, symptomatic triage, onsite COVID testing through Genesis agreement, COVID vaccine clinic and COVID vaccine incentive were all necessary additions to the duties and responsibilities.

The task of managing COVID was daunting for all of us, not only College Health. The college came together and managed the pandemic with the efforts of many persons. Relationships and ever-changing protocols continue today. COVID infection cases 2020-21 179, 2021-22 194. We did not get through the pandemic without several shutdowns of programs and spaces due to multiple positive cases: John Deere, Cosmetology, Football, DPAC. Communication, understanding, compliance and enforcement were some of the biggest challenges and issues during this time.

2020 MOU developed with FCHD to offer RN services to FCHD mass testing/vaccination site.

## **NARCAN (naloxone)**

- Spring 2022 Narcan policy and program was implemented on campus.  
[naloxone\\_policy.pdf \(gcccks.edu\)](#)

## **College Health Connection**

- Buster Biz app gives the student a convenient option to reach out to College Health for appointment. It is hoped that this will also invite off campus students to utilize College Health.

**5: Outcomes, Assessment Measures, Targets of Achievement, and Prior Results**

1. If data has previously been gathered, list the intended objectives for the department for the past three years and cite the institutional Essential Skills and other Strategic Plan priorities that each objective supports.

<b>Phase 1: Planning</b>	<b>Performance Objective</b>	GCCC will provide health care & wellness to students and staff to GCCC
	<b>Direct Measure #1: (Effectiveness)</b>	COVID vaccine clinics on campus per FCHD
	<b>Target:</b>	One per month
<b>Phase 2: Reporting</b>	<b>Data Collected:</b>	COVID vaccine on campus clinics were held 2021 September, October & November. It is not certain the status of the persons receiving the COVID vaccine at the monthly campus clinic as FCHD gave the vaccine and is bound by confidentiality
	<b>Summary of Results:</b>	

	<b>Target Met/Not Met &amp; Discussion of Factors</b>	Not met. COVID vaccine clinics were not held '22 Spring semester. Covid vaccine clinics were not held in '22 Spring due to first boosters were received and second booster not available for many; FCHD was short staffed.
	<b>Action Plan Title &amp; Explanation (if needed):</b>	
	<b>Expected Result:</b>	
	<b>Action Steps &amp; Responsible Party:</b>	
	<b>Completion Date:</b>	
	<b>Resources Needed:</b>	
<b>Phase 1: Planning</b>	<b>Direct Measure #2: (Efficiency)</b>	Percentage of individual who have received covid vaccine since it become available
	<b>Target:</b>	40% of students and 75% staff will receive
<b>Phase 2: Reporting</b>	<b>Data Collected:</b>	Data pulled from Ready Education App (Buster Biz). 182 employees received COVID vaccine. Uncertain of the percentage of all employees because some who received vaccine were part-time employees and do not have total number of adjunct, part-time, fulltime, and temporary employees. Human Resources unable to give total number of employees. Student estimation not available because unable to determine if all students download Ready Education App (BusterBiz).
	<b>Summary of Results:</b>	It is not certain the status of the persons receiving the COVID vaccine at the monthly campus clinics as FCHD gave the vaccine and is bound by confidentiality
	<b>Target Met/Not Met &amp; Discussion of Factors</b>	Not met.

	<b>Action Plan Title &amp; Explanation (if needed):</b>	
	<b>Expected Result:</b>	
	<b>Action Steps &amp; Responsible Party:</b>	
	<b>Completion Date:</b>	
	<b>Resources Needed:</b>	
<b>Phase 1: Planning</b>	<b>Indirect Measure: (Satisfaction)</b>	Survey question-Were there adequate opportunities available for you to receive the COVID vaccine?
	<b>Target:</b>	50% will indicate adequate opportunities to get vaccinated
<b>Phase 2: Reporting</b>	<b>Data Collected:</b>	
	<b>Summary of Results:</b>	
	<b>Target Met/Not Met &amp; Discussion of Factors</b>	Not met. The survey question was not on survey.
	<b>Action Plan Title &amp; Explanation (if needed):</b>	Put survey question on survey
	<b>Expected Result:</b>	
	<b>Action Steps &amp; Responsible Party:</b>	
	<b>Completion Date:</b>	
	<b>Resources Needed:</b>	
	<b>Overall Assessment of OBJ:</b>	

<b>Phase 1: Planning</b>	<b>Performance Objective</b>	GCCC SHS will educate students of health concerns of the college student.
	<b>Direct Measure #1: (Effectiveness)</b>	Promote events using GCCC application
	<b>Target:</b>	One on campus event per semester

<b>Phase 2: Reporting</b>	<b>Data Collected:</b>	Events held: September 2021 "Home Sweet Home", Vision Screening, "Keep It Safe"; October-"Free Flu Shots for Students/Employees; November 2021 "Stress/Anxiety"; December 2021 "Holiday Blues"; January 2022 "STI"; February 2022 GCCC Blood Drive, March 2022 Vision Screening, Dental Screening; April 2022 Alcohol/Drug Awareness, "Summer Fun". All events were advertised on the GCCC Buster Biz app.
	<b>Summary of Results:</b>	Events were held every month of the AY 2021-22 except for August, October & May
	<b>Target Met/Not Met &amp; Discussion of Factors</b>	Met.
	<b>Action Plan Title &amp; Explanation (if needed):</b>	
	<b>Expected Result:</b>	AT least one on campus event per semester advertised per GCCC Buster Biz App
	<b>Action Steps &amp; Responsible Party:</b>	
	<b>Completion Date:</b>	
	<b>Resources Needed:</b>	
<b>Phase 1: Planning</b>	<b>Direct Measure #2: (Efficiency)</b>	QR Codes from each event
	<b>Target:</b>	At least 25 students per event (dependent on location)
<b>Phase 2: Reporting</b>	<b>Data Collected:</b>	

	<b>Summary of Results:</b>	
	<b>Target Met/Not Met &amp; Discussion of Factors</b>	Not met. QR codes were not created therefore do not have an attending number of students.
	<b>Action Plan Title &amp; Explanation (if needed):</b>	Created QR codes. Ask for help from employees from PR who are controlling app to assist in development of QR code. Print QR code and have available at events.
	<b>Expected Result:</b>	
	<b>Action Steps &amp; Responsible Party:</b>	
	<b>Completion Date:</b>	
	<b>Resources Needed:</b>	
<b>Phase 1: Planning</b>	<b>Indirect Measure: (Satisfaction)</b>	Survey question: Were you made aware of the events you attended through the GCCC app? IF not, how did you learn of the event?
	<b>Target:</b>	50% will respond that they learned of the event through the GCCC app
<b>Phase 2: Reporting</b>	<b>Data Collected:</b>	
	<b>Summary of Results:</b>	
	<b>Target Met/Not Met &amp; Discussion of Factors</b>	Not met. Survey question was not on survey
	<b>Action Plan Title &amp; Explanation (if needed):</b>	Put survey question on survey
	<b>Expected Result:</b>	
	<b>Action Steps &amp; Responsible Party:</b>	
	<b>Completion Date:</b>	
<b>Resources Needed:</b>		

Overall Assessment of OBJ:	
----------------------------	--

Co-Curricular Departments ONLY

<b>Phase 1: Planning</b>	Student Learning Outcome (for depts with student services function) & Essential Skill(s) if applicable	GCCC students will seek support from GCCC SHS
	Direct Measure #1:	Number of participants indicating aware of location of College Health
	Target:	65% will be aware of location
<b>Phase 2: Reporting</b>	Data Collected:	Survey question Sprg '22 Student Assessment of Services- "Do you know where the Health Office is located?" 51% of respondents answered Yes, 49% answered No.
	Summary of Results:	51% percent of students of students are aware of location of the Health Office
	Target Met/Not Met & Discussion of Factors	Not met. The target not being met could result from those taking the survey. Were the students who took survey on-campus or off-campus students? The majority of students who visit the Health Office are those living on campus. Off campus students tend to have their own PCP and do not seek services from College Health.
	Action Plan Title & Explanation (if needed):	
	Expected Result:	
	Action Steps & Responsible Party:	
	Completion Date:	
Resources Needed:		
<b>Phase 1: Planni</b>	Indirect Measure:	How well your needs were met during your visit to the Health Office?

	<b>Target:</b>	75% will indicate high or extremely high satisfaction in needs being met
<b>Phase 2: Reporting</b>	<b>Data Collected:</b>	17.5% responded high and 12.5% responded extremely high satisfaction, 65% responded neutral to needs being met in College Health. In another survey question, "Have you ever visited the Health office?", 85% respondents answered they had not been to college health.
	<b>Summary of Results:</b>	30% responded high or extremely satisfaction in needs being met during visit to the health office.
	<b>Target Met/Not Met &amp; Discussion of Factors</b>	Not met. The target not being met could result from 85% of respondents have not been to college health. During COVID students presenting with COVID/Flu like illnesses were phone triaged, managed, and followed up. A different question could have helped reach our target and better answered our question. i.e. "Were you contacted by College Health due to an illness or visited College Health for services, how well were your needs met?"
	<b>Action Plan Title &amp; Explanation (if needed):</b>	
	<b>Expected Result:</b>	
	<b>Action Steps &amp; Responsible Party:</b>	
	<b>Completion Date:</b>	
	<b>Resources Needed:</b>	
	<b>Overall Assessment of SLO:</b>	

2. Describe the data gathering process and give results.



Data was pulled from Ready Education (Buster Biz) app of those students who uploaded their COVID vaccination card for the COVID incentive, as well as an excel file developed for determination of incentive eligibility.

3. Analyze the data by comparing the actual results to the targeted levels of achievement and document what was learned.

The percentage of employees receiving the vaccine since inception is not certain because it is unsure that all employees who received the vaccine uploaded their card and/or applied for incentive, and an exact number of employees was not available. The student percentage is uncertain if all students who received the vaccine uploaded their COVID card and/or applied for incentive.

4. The department will gather feedback regarding expectations and performance from stakeholders through interviews, surveys, focus groups or other appropriate measures. This feedback shall be considered when selecting performance measures and when continuous improvement plans are developed. Describe what changes have been made in response to these measures.

Adequate opportunity to receive flu vaccine question was not on survey.

*Attach copies of any stakeholder survey results for your department.*

**Spring 2022 Student Assessment of Services (SAS):**

51% of students know the location of the College Health. Fall 2022 check-in the location of College Health was explained to every resident. At Events, attendees are made aware of the location of College Health.

82.80% of respondents rate Awareness Events were helpful/very helpful.

4.93% of respondents rate satisfaction with Awareness Events low/extremely low

7.59% of respondents rate events relevancy to life as low/extremely

All respondents were able to identify at least one common health concern for the young college student. (Safe relationships, STI, Anxiety, Depression, Alcohol/Drug Abuse, Stress, Homesickness, Skincare in the sun)

5. Use the results to develop a Continuous Improvement Plan for the department, improving efficiencies based on targeted outcomes. Include consideration for

resources, processes, data collection, analysis and timelines for monitoring and assessing the results. List intended outcomes for the department that insure alignment with institutional Essential Skills and other strategic priorities.

For each outcome identify at least one method of measurement that will be used to assess progress toward the outcome. Assessment is strengthened when multiple measures are used. An assessment measure should provide meaningful, actionable data that the department can use to assess efficiency and improve processes.

Describe the target level of achievement for each measure. Levels of achievement shall be:

- Specific and measurable.
- Stated in numerical terms.
- Stated in realistic terms.
- Directly related to the outcome.
- Inclusive of all aspects of the outcome.
- Manageable and practical.

To demonstrate efficiency, determine if external or internal benchmarks are available for comparison.

2022-2023 Non-Academic Annual Assessment performance objectives:

- Provide health care to students and staff. Targets are 20 visits per semester per College Health Connection and 350 visits on the SHS Biannual Report. 75% of the respondents to the satisfaction survey will respond that needs were met.
- Educate students of health concerns by hosting one sexual health/wellness awareness event per semester. Target is 10 students per event and on the "Test Your Sex IQ" survey 25% of the respondents will have learned something
- Student will be able to articulate health/wellness concerns of the college student. Target 20% respondents to SHS satisfaction survey will identify STI as a common health concern. Distribute 100 condoms per semester.

## 6: Additional Comments

This space is for the department to add any additional comments to help clarify or explain its functions, if applicable.

## 7: Executive Summary

### 1. Briefly describe how the department review was conducted:

This review was conducted utilizing past/present records of data collected from excel documents and Ready Education application.

### 2. Describe the MAJOR conclusions regarding the present state of the department:

- Assistance to & advocacy for students is provided to maintain optimum physical & mental health through quality, cost effective, assessable health care
- Functioning efficiently- adequate budget
- Healthy relationships with local medical resources/entities
- Variety of educational opportunities are made available to the students

### 3. Briefly describe the goals and objectives of the department:

The goals and objectives are to continue offering quality healthcare to students and offering a variety of educational opportunities as well as make STI testing available on campus.

### 4. Comment on the progress on previous Departmental Review Action Plans or Recommendations

*Departments completing the review for the first time will not have these items and need not answer this question.*

N/A

### 5. Describe the department strengths:

#### **Efficient, cost effective & quality health care is provided**

College Health is staffed with one fulltime RN. In her absence, there are 2 RN's available on an "as need" basis. The College Health Medical Director is a Board-Certified MD. Keeping student needs as a priority, and acknowledging in many cases that funds are limited, College Health has established an agreement with St. Catherine Hospital to be utilized when the RN deems it necessary to see a doctor. The agreement provides health care to the student without insurance for \$10, and those with insurance for \$10 with the balance being billed to insurance. Most appointments are available the same day as the request. Maintaining and establishing healthy relationships allows College Health to utilize multiple community resources keeping

healthcare cost affordable for the student. College Health continues a “no fee” for services schedule which includes COVID testing, Strep testing, pregnancy testing, COVID and influenza vaccinations

### **Utilization of multiple community resources**

College Health recognizes that the local health care community offers a plethora of resources that are beneficial to the student. Genesis Family Health and Finney County Health Department supported, and continue to support, College Health by providing free COVID testing and COVID vaccinations. Their services also include primary care, vaccinations, TB testing, dental care, mental health counseling and sexual health care. Family Crisis focuses on relationship violence and helps the student strive for healthy relationships, while Genesis Mental Health counselors offers mental support to students who are struggling with many issues that have become increasingly common in the college student. Being aware of what is available in the community and tapping into those resources allows College Health to stay up to date with current health care trends.

### **Healthy established relationships with on & off campus resources**

College Health strives to maintain healthy relationships with on and off campus resources, realizing that working together will be beneficial and valuable for student success. Working together with campus counseling, athletic training, residential life, Great Western Dining, facilities, faculty, and student organizations provides for a more pleasing experience to the student and employee.

### **Educational programming**

Creative educational and awareness opportunities allow College Health to connect with the on-campus and off-campus student. Most visits to College Health are with the on-campus student, the educational programming allows for relationships to be established with the commuter student as well, hoping to reach a more diverse population of students. The educational opportunities are designed to meet a student where they are, whether it be an international student who is homesick, a commuter student who is struggling with depression, an athlete who needs glasses or a young pregnant lady with no insurance.

## 6. Describe what areas need improvement:

### **Services**

Immunizations  
TB testing  
Sexual Health Screening

### **Engagement with off campus students**

Even though education opportunities are available for the off-campus student, it is suspected that many are not reached. Campus wide survey results have shown a population of students who do not know where College Health is located or even that College Health is available.

### **Prevention/Wellness**

Offering prevention and wellness tip on a more frequent basis can promote a healthy lifestyle. Communicating on social media tips on handwashing, healthy eating, good sleeping habits and exercise promotes self-care.

### **Educational opportunities**

By offering additional educational opportunities more diverse populations of students can be reached.

### **Engagement with student using social media**

It has become harder and harder to reach students. College Health uses the Buster Biz app and Facebook to connect with students. Reaching out to student by other social media platforms may help bridge the gap.

7. State the recommendations for the department:

Recommendations include continuing educational events, utilizing on and off campus resources, partnering with Genesis, Family Crisis, FCHD, St. Catherine Hospital, and continue connecting with the community.

Offer more educational opportunities to engage with a diverse population of students, when appropriate utilize a variety of social media platforms.

Strive to offer STI testing on campus through FCHD.

<b>8: Departmental Action Plan (with timelines for recommendations)</b>					
	Year 1	Year 2	Year 3	Year 4	Year 5
	Actions & Budget Implications	Actions & Budget Implications	Actions & Budget Implications	Actions & Budget Implications	Actions & Budget Implications
<p>Recommendation 1: Continue having awareness events for students and employees.</p> <p>Measure of Success: Have one per month (except August, May) during the school year <i>and</i> use BusterBiz QR codes to track attendance</p>	<p>Actions: Schedule events, register events in BusterBiz to advertise Generate QR codes to track attendance</p> <p>Budget Implications: None</p> <p>Timeline: Implementing in 2022-2023</p>	<p>Actions: Continue</p> <p>Budget Implications:</p> <p>Timeline:</p>	<p>Actions:</p> <p>Budget Implications:</p> <p>Timeline:</p>	<p>Actions:</p> <p>Budget Implications:</p> <p>Timeline:</p>	<p>Actions:</p> <p>Budget Implications:</p> <p>Timeline:</p>
<p>Recommendation 2: Make STI testing available on campus.</p> <p>Measure of Success: Provide space for Finney Co Health Dept to offer testing on-campus.</p>	<p>Actions:</p> <ul style="list-style-type: none"> <li>Establish MOU with FCHD</li> <li>Identify space</li> <li>Identify Dates</li> <li>Market/advertise service</li> </ul> <p>Budget Implications: None</p> <p>Timeline:</p> <ul style="list-style-type: none"> <li>2023-2024</li> </ul>	<p>Actions:</p> <ul style="list-style-type: none"> <li>Target awareness to on-campus students</li> <li>Marketing requests</li> </ul> <p>Budget Implications: None</p> <p>Timeline: 2023-2024</p>	<p>Actions:</p> <ul style="list-style-type: none"> <li>Target awareness to off-campus students</li> <li>Marketing requests</li> </ul> <p>Budget Implications: None</p> <p>Timeline: 2024-2025</p>	<p>Actions:</p> <p>Budget Implications:</p> <p>Timeline:</p>	<p>Actions:</p> <p>Budget Implications:</p> <p>Timeline:</p>

<p>Recommendation 3: Update Department Manual Measure of Success: Yearly completed update of Student Health Services Policy &amp; Procedure Manual</p>	<p>Actions:  <ul style="list-style-type: none"> <li>Update manual</li> <li>Send to printing</li> </ul>                     Budget Implications: None                      Timeline: 2023-2024</p>	<p>Actions:  <ul style="list-style-type: none"> <li>Update manual</li> <li>Send to printing</li> </ul>                     Budget Implications: None                      Timeline: 2024-2025</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>
<p>Recommendation 4: Measure of Success:</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>
<p>Recommendation 5: Measure of Success:</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>	<p>Actions: Budget Implications: Timeline:</p>

## 9: Signature Page and Archiving

---

Department Head/Director

Date

---

Appropriate Vice President

Date

---

Vice President for Instructional Services

Date

---

President

Date

### Archiving:

#### ***Division Leader submits to VP for Instructional Services***

1. A complete electronic version of the Academic Comprehensive Program Review
2. All documentation (electronic)
3. A signed signature page



---

# HUMAN RESOURCES SEPTEMBER REPORT

---

## EMPLOYMENT

Human Resources is focused on ensuring the best hiring practices are in place to attract/attain the best candidates to fill our open positions. We do so by facilitating the interview process and working collaboratively with hiring managers and members of the screening and interview committee to select the best qualified candidate.

As of August 31, 2023, there are 20 open positions. To date, there are six (6) positions filled, three (3) internal transfers, and two (2) resignations.

### Open Positions

- i. Administrative Services
  - a) Bus Driver (Part-Time)
  - b) Director of Endowment Association and Annual Giving
  - c) Groundskeeper
  - d) Skilled Maintenance
- ii. Athletics
  - a) Assistant Volleyball Coach
  - b) Head Softball Coach
- iii. Instructional Services
  - a) Clinical Nurse Adjunct Instructor (Part-Time)
  - b) Crop Production Technology Faculty
  - c) Director of Allied Health
  - d) Director of Nursing
  - e) Early Childhood Education – Online Adjunct Instructor (Part-Time)
  - f) English Adjunct Instructor (Part-Time)
  - g) English Language Acquisition Instructor (Part-Time)
  - h) Fire Science Adjunct Instructor (Part-Time)
  - i) Fire Science Faculty (Part-Time)
  - j) Industrial Machine Mechanic Instructional Staff
  - k) John Collins Vocation Technical Building Secretary
  - l) Languages Adjunct Instructor (Part-Time)
  - m) Nursing Simulation Faculty
  - n) Physics/Physical Science Faculty

## TRAINING

Human Resources is committed to the professional development of employees. Therefore, we will continue to review and enhance our training offerings to meet the needs of all employees and their schedules.

### Safe Colleges/Paycor

- a) Offer two to three online trainings for employees to complete.

- a) Bloodborne Pathogens
- b) FERPA

#### **In-Person Trainings**

- a) Offer two in-person trainings per year.
  - a) DE&I Training
  - b) Discrimination

#### **HR Personnel Trainings**

- a) Alexis and Tricia will be attending the KS SHRM Conference from September 20-22, 2023, in Overland Park, KS.
- b) Alexis and Tricia will also attend the SHRM of Southwest KS Leadership Conference on October 19, 2023, in Garden City, KS.

## **OPEN ITEMS**

#### **Paycor Implementation**

- a) Paycor implementation has gone well. We officially have access to our data and will begin filtering the information to ensure all employee's information has transferred from Paycom.
- b) Tentative go live date is scheduled for October 1, 2023.
- c) HR will begin offering training sessions to all employees on how to access their accounts, clock in/out, etc.

#### **Biometric Screening**

- a) Grow Well will be on campus again to offer the annual biometric screening for employees on Tuesday, October 17 and Wednesday, October 18.
- b) This is a great opportunity for employees to take care of themselves by participating in the annual biometric screening prior to starting their workday.

#### **United Healthcare (UHC) Insurance**

- a) Open enrollment for health insurance concluded on August 18, 2023. The following week HR submitted the enrollment file to UHC.
- b) Employees should begin receiving their health insurance cards any day.
- c) UHC insurance coverage will begin on October 1, 2023.

## **Instructional Services**

### **Four-Year Partnerships**

In addition to work with Newman University, Instructional Services is working on separate four-year transfer partnerships with Fort Hays State University, K-State University, and the University of Kansas.

#### Fort Hays State University

Dean of Academics Phil Terpstra, Division Chair Renee Harbin, and Professor Susan Ortega have all worked on a 2+2 pathway for the Bachelor's of Business Accounting, leading students to four-year completion from Finney County via a combination of asynchronous online and synchronous video distance courses. The plan is to pilot a video distance from Fort Hays in the Spring 2024 semester, with a full launch in Fall 2024. Student success will be measured and the number of synchronous video distance courses will be added to gradually over time.

#### K-State University

In prior years, K-State has worked through a federal grant to pilot a "pathway to teaching," providing students in Seward County and Kansas City the opportunity to complete a Bachelor's degree in Elementary Education without traveling to K-State in Manhattan. They are expanding this program, and specifically reaching out to Garden City. Dean of Academics Phil Terpstra, Division Chair Samantha Sanger, and Assistant Professor Layla Martinez have been spearheading this initiative.

After meetings over the summer, K-State representatives from the Education program presented the opportunity at the GCCC Adjunct In-Service, presenting both the high school teachers and high school site coordinators for GCCC classes. A 2+2 is in development.

#### University of Kansas

Dean of Academics Phil Terpstra has been leading a group of GCCC individuals along with KU faculty members on the Intelligence Community Centers for Academic Excellence grant, provided by the Office of the Director of National Intelligence. This grant seeks to diversity the life experiences of workers within U.S. National Intelligence by developing recruiting pathways through diverse (racial/ethnic, first-generation college students, low-income) community colleges nationwide. These transfer pathways are created or in-progress: information technology, biotechnology, cybersecurity, and health services.

Recruiting for this started actively in the Fall 2023 semester with banners presented at GCCC orientation. This opportunity dovetails nicely with (but does not directly overlap) GCCC's work with the Title III STEM grant in promoting awareness of career opportunities in STEM disciplines.

### **ACUE Project**

#### GCCC Partners with ACUE to Strengthen Teaching and Learning

[Garden City, KS] September 6, 2023 -- Garden City Community College has partnered with the Association of College and University Educators (ACUE) to provide additional training in researched-based teaching methods that promote student success. Thirty-three full-time faculty--just under half of all full-time faculty at GCCC--will participate in the project's first year, learning instructional skills shown to promote student motivation, learning, and persistence in students.

Faculty who satisfy the program requirements are awarded a nationally-recognized Certificate in Effective College Instruction co-endorsed by ACUE and the American Council on Education (ACE), a leader in higher education since 1918.

Dr. Marc Malone, Vice President for Instructional Services and Chief Academic Officer, shared how this partnership will benefit Garden City Community College. "One of the things I'm most proud of in working at a community college is that our professors are in the game to teach. I tell all candidates for full-time faculty positions at GCCC that they have to love teaching. Their jobs aren't to generate new research like at a four-year university. We don't have graduate teaching assistants to teach the freshman and sophomore-level classes."

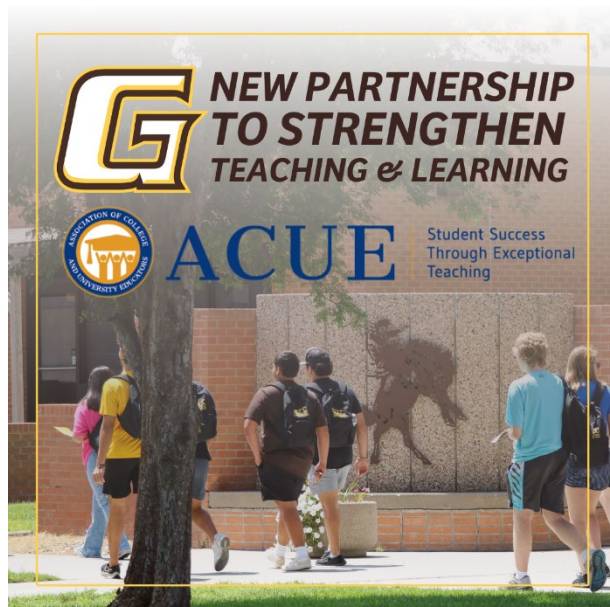
Dr. Malone added, "When we have the opportunity to invest in so many faculty members and help them think about strategies for quality teaching and use research to connect those strategies--the everyday work of a teacher--directly to student persistence and retention, you're investing in the success of students. It's a very exciting opportunity for our students, faculty, and the college as a whole."

ACUE's courses in effective teaching practices are based on more than three decades of research that shows effective teaching improves learning for all students. The GCCC faculty cohort will complete 25 learning modules throughout this year and will implement and evaluate the teaching strategies in their classes each week.

Aligned with the latest research in cognition and adult learning, ACUE's courses address over 200 evidence-based teaching practices, covering how to design an effective course, establish a productive learning environment, use active learning techniques, promote higher-order thinking and use assessments to inform instruction and promote learning.

#### About ACUE:

The Association of College and University Educators (ACUE) promotes student success through quality instruction. In partnership with colleges, universities, higher education systems and associations, ACUE prepares and credentials faculty in evidence-based teaching practices that improve student achievement and close equity gaps. Numerous and independently-validated efficacy studies confirm that students are more engaged, learn more, and complete courses in greater numbers—more equitably with their peers—when taught by ACUE-credentialed faculty. ACUE's online, cohort-based credentialing programs are delivered through institutional partnerships and open enrollment courses endorsed by the American Council on Education. To learn more, visit [www.acue.org](http://www.acue.org).



## Admissions

- Admissions has begun visiting service area and area high schools.
  - o We currently have 27 visits scheduled for the month of September and October. More visits will be scheduled within the next few weeks.
- The department will be attending the GCHS Senior Success Fair on Tuesday, September 12<sup>th</sup> from 6-7:30 p.m.
  - o All GCCC programs have been invited to attend. We currently have 9 programs signed up to join the admissions staff for the event.
- Exploration Day planning has begun. The committee had it's first meeting on Thursday, August 31<sup>st</sup>. Exploration Day will take place on Wednesday, November 8<sup>th</sup> 2023.
- Members from the department will be attending the annual Kansas Association of Collegiate Registrars and Admissions conference on Wednesday, September 20<sup>th</sup> – Friday, September 22<sup>nd</sup> in Topeka, KS.

## CAMP

CAMP has submitted the official list of participants for the Fall Semester 2023, overserving the grant with 22 participants on full-time basis. These participants are a group of freshman students from different counties including Grant, Stanton, Kearny, Hamilton, among others. Two of them, are students in the soccer and track teams.

Staff has also been working in a new grant proposal in collaboration with Kansas State University, College of Education, CIMA Center, as the fiscal agency for the grant, and Colorado State University in Pueblo. The new proposal will include to continue serving 20 students at GCCC.

Deadline to submit this new proposal is expected to be around the holiday season – November to December.

Grant awards are expected to be announced late Spring 2024.

## Student Health

Upcoming September Events-

“Home Sweet Home”-meet College Health homesickness tips

“Eat Right”- healthy eating

Vision Screening

“Keep It Safe “ - Stay safe & healthy