



GARDEN CITY COMMUNITY COLLEGE

801 Campus Drive • Garden City, Kansas 67846 • (620) 276-7611 • FAX (620) 276-9573 • www.gccks.edu

March 3, 2010

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 **Wednesday, March 10, 2010**. The meeting will be held in the **Endowment Room, Beth Tedrow Student Center**, Garden City Community College Campus.

5:15 PM Go through regular cafeteria line for dinner
5:45 PM Regular Board Meeting called to order in the Endowment Room

AGENDA

CALL TO ORDER:

- A. Comments from the Chair
- B. Report from Student Government Association
- C. Open comments from the public

CONSENT AGENDA:

- A. Approval of minutes of previous meeting (January 13, 2010)
Special Board Meeting January 19, 2010
- B. Submit financial information to the auditor
 - B-1 Financial information – Revenues
 - B-2 Financial information – Expenses
 - B-3 Financial information – Cash in Bank
- C. Approval of Personnel Actions
 - C-1 Contracts
- D. Purchase over \$20,000
 - D-1 Fouse Phase II
 - D-2 Renewal Microsoft License
- E. Memo-Fees
 - E-1 Approval of tuition and fees for 2010-2011 (on memo)
 - E-2 Approval of room and board fees for 2010-2011 (on memo)
 - E-3 Approval of child care center fees for 2010-2011 (on memo)
 - E-4 Approval of ABE and GED fees for 2010-2011 (on memo)
 - E-5 Approval of course fees for 2010-2011 (additional document)
- F. Approval of facilities usage fees for 2010-2011
 - F-1-BEC Facility usage policy

- F-2-Facility usage proposed changes 2010-11
- F-3 Facility usage proposed fees spreadsheet 2010-11
- G. Approval of academic calendar for 2010-2011
- H. Approval of academic calendar for 2011-2012

POLICY REVIEW:

- A. Monitoring Reports and ENDS
 - A-1 Monitoring Report – Monthly (February and March)
 - A-2 Monitoring Report Annual (March)
 - A-3 Monitoring Report – Semi-Annual Essential Skills
 - A-4 Monitoring Report – Semi Annual Work Preparedness
 - A-5 Monitoring Report – Semi Annual Personal Enrichment
 - A-6 Monitoring Report – Semi Annual Workforce Development
 - A-7 Monitoring Report – Partial Semi Annual Academic Advancement
- B. Ownership Linkage
 - B-1 Thank you Noe Garcia-Mendoza
 - B-2 Thank you Dale Meadors family
 - B-3 Thank you Pam Smith Family
 - B-4 Thank you Kansas Department of Health and Environment
 - B-5 Thank you Rick and Judy Scott
- C. Board Process and Policy Governance Review

REPORTS:

- A. President Carol Ballantyne
 - A-1 Incidental Information
 - A-2 Student Demographics – Spring 2010
 - A-3 Endowment Association Scholarship Report
- B. Program Summary
 - B-1 Human Resources
- C. Report from KACCT/COP/PTK meeting in Topeka (February 17-19)
- D. Report from Finney County Economic Development Corporation

Upcoming calendar dates:

<u>March 10-12</u>	Re-scheduled ACCT National Legislative Summit in Washington DC
<u>March 15-19</u>	Spring Break – No classes – Offices open
<u>April 2-5</u>	Easter break – No classes – Offices closed
<u>April 9</u>	Annual Endowment Association Auction
<u>April 14</u>	Regular monthly meeting Endowment Room – dinner 5:15 PM; call to order at 5:45 PM
<u>May 15</u>	Commencement: 10 AM
<u>May 12</u>	Regular monthly meeting Endowment Room – dinner 5:15 PM; call to order at 5:45 PM
<u>May 31</u>	Memorial Day – No classes – Offices closed

Executive Session

Adjournment

Sincerely,

Della Brandenburger, Chair

Carol E. Ballantyne, Ph. D., Secretary

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, Work Force Development.

MEETING OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE

January 13, 2010

Trustees Present: Della Brandenburger, William S. Clifford, Merilyn Douglass, Ron Schwartz, Steve Sterling, Terri Worf

Others Present: Regina Aguiniga, SGA Vice President
Carol E. Ballantyne, President
Kevin Brungardt, Dean of Academics
Dr. Deborah Berkley, Director, Educational Talent Search
Jessica Carrasco, Educational Talent Search-Student
Omar Chavez, Educational Talent Search-Student
Lenora Cook, Dean Technical Education
Amy Heinemann, Educational Advisor, Educational Talent Search
Michelle Hernandez, Educational Talent Search-Student
Rene Hernandez, Educational Talent Search-Student
Deanna Mann, Dean Institutional Effectiveness & Enrollment Services
Bianca Martinez, Educational Talent Search-Student
Cathy McKinley, Dean Continuing Education & Community Services
Noe Garcia-Mendoza, Educational Talent Search-Student
Randall Grisell, Doering & Grisell, P. A.
Ivan Moya, Educational Talent Search-Student
Lynn Nguyen, Educational Talent Search-Student
Ashley Nielsen, SGA Representative
Doug Peters, Network Manager
Steve Quakenbush, Director of Information Services & Publications
Juan Reyes, Educational Talent Search-Student
Ryan Ruda, Dean of Student Services
John Schafer, Faculty Senate President
Monica Springer, *Garden City Telegram*
Pam Torgerson, KNEA UniServ Area Representative
Cricket Turley, Director of Human Resources
Dee Wigner, Executive Dean of Administrative Services
Debra Atkinson, Deputy Clerk

COMMENTS FROM THE CHAIR:

Chair Brandenburger called the regular session to order at 5:45 PM, and made the following comments:

- Wished all a Happy New Year.
- Congratulated Lenora Cook on obtaining her doctorate.
- Noted that Faculty and staff in-service January 11th went well.
- Congratulated and welcomed new Head Volleyball coach Amber Jay.
- Noted that GCCC Practical Nursing program has been granted continuous approval for five years, longest period available.
- Noted that 90th Anniversary time capsule (built and engraved by instructors Tom Brungardt and Kurt Wenzel) is on display in a glass and wooden display case, built by Tim Routon, in the old central lobby of the administration building.
- Congratulated Dontrell Johnson, GCCC sophomore defensive back, for earning Honorable Mention

All-American status from the NJCAA.

- Reminded all that the Chamber of Commerce Breakfast is January 20th at the Clarion Inn. GCCC trustees will be in charge of the program.
- Chamber Banquet is January 28th, at Clarion Inn; activities begin at 6:15 PM.

President Ballantyne noted that full-time equivalency enrollment had increased by more than 6.5 percent over the same point in 2009. More than 1,500 students arrived to begin classes, making parking stalls difficult to find.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Regina Aguiniga highlighted recent activities:

- Regina is new SGA president.
- SGA had first meeting today.
- Bowl Mania scheduled for January 21st.
- Keynote speaker for January 18th Martin Luther King Day is Jane Elliott, creator of the social learning exercise Blue Eyes/Brown Eyes.
- Campus clean-up continues. Additional help is needed.
- Bloodmobile here February 18th. SGA will again be offering \$300.00 to be divided between the club with the most donors/volunteers and the club with the largest percentage of donors/volunteers.

Chair Brandenburger thanked Regina for her report.

EDUCATIONAL TALENT SEARCH (ETS) WEBSITE PRESENTATION:

Nine Garden City High School students enrolled in the GCCC-based Educational Talent Search Program were in attendance to demonstrate their efforts in the 2009 University of Washington ThinkQuest national competition for website design and communication.

One GCCC group of five earned Best of Contest honors for creating an environment-oriented website called "Greenopolis," beating every other team in the U.S., all from four-year colleges and universities. They will be honored next week in Topeka by Governor Mark Parkinson.

"Greenopolis," which included video interviews, information and research on the Kansas community of Greensburg, was created by Omar Chavez, Noe Garcia, Rene Hernandez, Ivan Moya and Juan Reyes. Each will receive a laptop computer and \$100. In addition, Ivan earned a separate gold rating for a presentation entitled "The Water War," and he will receive a digital camera.

Another GCCC team of four designed a support and information website for expectant teen mothers, entitled "I'm Pregnant. Now What?" The group that created the teen pregnancy website included Michelle Hernandez, Bianca Martinez, Lynn Nguyen and Jessica Carrasco, and they will also meet the governor next week.

Chair Brandenburger expressed thanks for the excellent, informative presentation.

OPEN COMMENTS FROM PUBLIC:

Chair Brandenburger noted that no one had registered to make comments.

CONSENT AGENDA

Chair Brandenburger asked if Trustees wished to pull any items from the consent agenda for the purpose of discussion. Trustee Schwartz asked to pull item D-Vehicle Maintenance Agreement, for a separate vote. Schwartz will recuse himself from the vote due to personal interest. Chair Brandenburger then asked for a motion approving items A through C.

MOTION:

*Clifford moved, seconded by Worf that the Consent Agenda items A through C be approved as presented.
Motion carried 6-0*

Approved actions follow:

APPROVED MINUTES of previous meeting, December 9, 2009.
(Supporting documents filed with official minutes.)

APPROVED SUBMITTED FINANCIAL INFORMATION TO THE AUDITOR, as presented.
(Supporting documents filed with official minutes.)

APPROVED PERSONNEL ACTIONS, as presented
(Supporting documents filed with official minutes.)

PULLED CONSENT AGENDA ITEM “D” VEHICLE MAINTENANCE AGREEMENT

In July 2009, the college released a Request for Proposal seeking bids for a service maintenance agreement for college vehicles. The bid was awarded to Burtis Motor Company, Inc. The agreement was to remain in effect until December 31, 2009. At that time, upon mutual agreement, the arrangement could be extended until June 30, 2010.

Jennifer Edwards, GCCC Transportation Coordinator, has recommended extension of the agreement through June 30, 2010. She is very pleased with the quality of service and work performed by Burtis. Ron Schwartz at Burtis Motor has agreed to continue the agreement.

Executive Dean, Administrative Services, Dee Wigner, recommends that the Board of Trustees approve the extension of this agreement until June 30, 2010. The service will be put out for bid June 2010.

Trustee Schwartz recused himself from the Vehicle Maintenance Agreement vote due to personal interest.

Clifford moved, seconded by Worf to approve the Vehicle Maintenance Agreement as presented.
Motion carried 5-0

(Supporting documents filed with official minutes.)

OTHER:

President Ballantyne recommended that the resignation of Mary Moore, instructor and forensics coach, be accepted in addition to the mid-contract departure liquidated damage fee of \$2,000 that is specified in the negotiated agreement between the college and the faculty.

Worf moved, seconded by Schwartz to accept the resignation of Mary Moore and assess Ms. Moore the \$2,000 liquidated damage fee.
Motion carried 6-0

POLICY REVIEW

MONITORING REPORTS and ENDS REPORT:

Trustees indicated they had received and reviewed the monitoring reports (Monthly, Quarterly, and Annual).

Administrative Policy Revisions reported this Quarter:

Facility Usage Policy:

Community Use of College Facilities (including Bryan Education Center in Scott City)

In establishing policies governing the use of College facilities, it is the desire of the Board of Trustees to make these facilities available for college, community and/or organizational activities when they do not interfere with College programs.

Scheduling Facilities for OUTSIDE Entities

College buildings and facilities shall be made available to public groups and individuals for public service activities as freely as is consistent with state statutes and Board of Trustees policies. The office of the Dean of Continuing Education & Community Services shall be responsible for scheduling buildings and facilities for

usage. Outside entities are subject to the policies and procedures set forth in the Facility Usage Contract. Outside entities wishing to schedule GCCC facilities should contact the CECS Administrative Secretary at (620) 276-9647.

Scheduling Facilities for GCCC Classes or Events

GCCC classroom reservations are made via Datatel line schedules. Line schedules are entered by building secretaries. The Datatel line schedule is rolled over into the Event Management System (EMS) after the start of the current semester.

Changes to classroom reservations after the Datatel line schedules have been rolled over into EMS must be entered into EMS manually. The form, “Notice of Schedule Revision,” must be used to authorize room changes. Once the building secretary has entered the new room reservation into EMS, he or she signs off on the Notice of Schedule Revision form, thus ensuring that the correct room is reserved for that class. Division directors are responsible for ensuring that changes have been made in EMS (or other GCCC-designated scheduling tool).

Students, faculty and staff wishing to reserve campus facilities for meetings or GCCC functions need to contact their respective building secretaries to make the reservations. If an event is cancelled, it must be cancelled in EMS as well. All entities (college-affiliated and otherwise) are subject to the guidelines set forth in the Facility Usage Guidelines previously adopted by the Board of Trustees. Fees associated with activities are the obligation of the entity (college-affiliated and otherwise) reserving the facility.

All polycom/ITV facilities are to be scheduled through the office of the Dean of Continuing Education & Community Services. The CECS Administrative Secretary should be contacted to schedule these facilities.

It is expected that students, faculty and staff will reserve campus facilities accurately and only as needed. Facilities reserved in EMS (or other GCCC-designated scheduling tool) are the only reservations officially recognized by GCCC. In the event of a conflict, if an event has not been entered into EMS, the EMS-reserved event takes priority.

Special permissions are needed to use the following GCCC facilities. Contact the noted person to schedule these facilities. The responsible parties listed will ensure that these facilities are reserved via EMS or the current GCCC scheduling tool.

Athletic facilities – Athletic Director
Cafeteria – Director of Food Service
BTSC basement, portico and atrium – Student Activities Coordinator
Fire tower – Fire Science Instructor
Corley Simulation Lab – Director of Nursing
ITV/Polycom rooms – CECS Administrative Secretary

Building Secretary Procedures for Scheduling Facilities

The intent of EMS (or other GCCC-designated scheduling tool) is to streamline the process of facilities scheduling. Therefore, the scheduling tool will be used to determine availability of all facilities. If the scheduling tool does not indicate that a facility is reserved, the facility will be considered available.

1. Schedule GCCC events via EMS or other GCCC-designated scheduling tool.
2. Enter line schedule into Datatel.
3. Make line schedule corrections in EMS after receiving “Notice of Schedule Revision” form.
4. Forward “Notice of Schedule Revision” form to Registrar’s Office after rollover from Datatel to EMS occurs. Registrar’s Office inputs changes to Datatel.
5. Adhere to special permissions needed for facilities listed above. No other facilities require special permission. This includes computer labs and the auditorium.
6. Print and post room reservation cards weekly, or as needed.

Refer outside entities wishing to reserve facilities to the CECS Administrative Secretary at (620) 276-9647.

Missing Student Policy

A missing student is defined as any Garden City Community College student who resides in a facility owned or operated by Garden City Community College and who is reported as missing from his/her residence hall room/apartment.

If any member of the Garden City Community College community has reason to believe that a student is missing, he/she should immediately notify the GCCC Security Office and/or the Residential Life Director. All possible efforts will be made to locate the student and to determine his/her state of health and well-being through collaboration of the Security Office, Dean of Student Services, and the missing student's family and friends.

A missing student should be reported as soon as possible to the GCCC Security Office and/or the Residential Life Director. Once a missing student is reported, GCCC Security will work in conjunction with the Dean of Student Services and the Residential Life office to ascertain as much information as possible. The procedures that will be followed will include, but are not limited to the following:

- Collection of Information
 - The identity of the student
 - The person reporting the incident
 - The relationship of the person reporting
 - The circumstances that caused the reporting person to file the report
- GCCC Security will contact the following:
 - The student's roommate
 - The student's friends
 - The student's advisor/coach/work study supervisor
 - The student's emergency information as stated on the student's housing information
- If the student is not located within 24 hours of the first report, appropriate family members, associates, or a college official will file a report to the law enforcement agency which has jurisdiction. If the missing student is under the age of 18 and is not an emancipated individual, the GCCC Security Office will notify the student's parent or legal guardian immediately after it has been determined that the student has been missing for more than 24 hours. The GCCC Security Office will cooperate with, aid and assist the primary investigative agency in all ways prescribed by law.

All residential life students must identify and list confidentially an individual to be contacted by GCCC in the event a student is determined to be missing for more than 24 hours. This individual will be notified no later than 24 hours after the student is determined to be missing.

CONTACTS

GCCC Security Office—620-272-6828

Residential Life Office—620-276-9516 or
620-276-9642

Garden City Community College WEB PAGE GUIDELINES

PURPOSE

The purpose of this policy is to define for all Garden City Community College employees the intended objectives for pages on the GCCC website.

SCOPE

This policy applies to all Garden City Community College employees. Divisions and Departments are responsible for creating and publishing their own web pages. The GCCC home page and pages on the second layer of the website are the shared responsibility of the Technology Department and Information Services and Publications Department.

RULES/GUIDELINES APPLYING TO ALL WEB PAGES

GUIDELINES

1. Any web page which represents itself in any way as an official GCCC web page must comply with GCCC web page policies and guidelines. Pages not meeting policies and guidelines will be removed and the publisher notified. Publishers must update page content to be in compliance with GCCC policy in order to have links to their pages reactivated.
2. The Director of Technology and Director of Information Services and Publications may at their discretion remove inappropriate information contained within the GCCC website.
3. Before developing materials for the GCCC website, web page publishers must successfully complete web development training offered by GCCC through the Teaching and Learning Center.
4. No copyrighted material of any kind may be used without the copyright holder's written permission being placed on file with the Director of Technology.
5. Division Directors should review any web pages that pertain to their department(s) before publication.
6. Division Directors will be responsible for all content and are responsible for any errors or misleading/incorrect information displayed on their department web pages.
7. All web pages developed and published by divisions and departments must use the GCCC template.
8. GCCC pages hosted on servers outside the GCCC Local Area Network must use the GCCC template.
9. Web pages that have not been updated annually by July 1 are subject to expiration and removal from the site unless specifically requested by the appropriate Division Director.

(Supporting documents filed with official minutes.)

OWNERSHIP LINKAGE

Several pieces of correspondence were received from owners, including: Thank you notes from Guys and Gals in Engineering, Math and Science (GEMS), Bob Sturms family and Terrones family. A letter of welcome from Lydia Gonzales to Andrea Fernandez was also received.

(Supporting documents filed with official minutes.)

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Nothing at this time.

REPORTS:

Trustees have received numerous information reports as part of the electronic board packet.

- **Incidental Information:**
Highlighted recent campus happenings.

Today, January 13th, was the first day of spring semester. In-service for faculty and staff was January 11th, faculty work day was January 12th.

Other issues:

Library parking lot is not ADA compliant, due to height and grade of access and needs significant repair.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION

Trustee Schwartz reported the following:

- Annual board meeting January 20th.
- Member of Work to Plains to speak to raise interest on transportation needs in Kansas
- Saturday, January 16th Endowment Association retreat.

EXECUTIVE SESSION:

Clifford moved, seconded by Sterling, that the Board recess at 6:30 PM and reconvene at 6:40 PM into executive session for the purpose of discussing non-elected personnel.

Motion carried 6-0

Board recessed into executive session at 6:40 PM.

Board reconvened into regular session at 7:10 PM. Chair Brandenburger announced that no binding action was taken in executive session.

Board reconvened into executive session at 7:40 PM.

Board recessed at 8:10 PM for a 10 minute break.

Board reconvened into executive session with board attorney at 8:20 PM.

Board recessed at 8:50 PM, returning immediately to executive session.

Board reconvened into regular session at 9:20 PM. Chair Brandenburger announced that no binding action was taken in executive session.

Trustee Schwartz moved, seconded by Worf to deny grievance.

Motion tied 3-3

The board unanimously agreed to meet again for further discussion in a special meeting scheduled for 5:30 PM, January 19, 2010, noting that any action would take place in open session.

UPCOMING CALANDAR EVENTS:

<u>Jan. 20</u>	Garden City Chamber of Commerce Breakfast
<u>Jan. 28</u>	Garden City Chamber of Commerce Banquet
<u>Feb. 10</u>	Cancel this session and combine with March board meeting.
<u>Feb. 15</u>	President's Day no classes, campus closed
<u>Feb 17-18</u>	KBOR meetings in Topeka and KACCT/COP/PTK celebration
<u>Mar. 10</u>	Combined February and March board meeting
<u>Mar. 22</u>	Finney County Washington DC trip

Debra J. Atkinson
Deputy Clerk

Carol E. Ballantyne, Ph.D.
Secretary

Della Brandenburger
Chair of the Board

REVENUES

03-04-10

Garden City Community College
 Annual Budget Report Ending 02/28/2010
 Options - All Statuses

Page: 1

Fiscal Year: 2010

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
11-00-0000-00000-4001 TUITION IN STATE :	0.00	2,279.00-	1,455,184.00-	1,457,641.00-	2,457.00-	0.17
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	15,298.00-	164,106.56-	288,985.00-	124,878.44-	43.21
11-00-0000-00000-4003 AUTOMATION ELECT C	0.00	0.00	13,960.01-	36,000.00-	22,039.99-	61.22
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	3,380.00-	340,795.00-	400,000.00-	59,205.00-	14.80
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	1,994.00-	134,904.91-	140,000.00-	5,095.09-	3.64
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	1,905.00-	61,815.00-	52,000.00-	9,815.00	18.87-
11-00-0000-00000-4007 TECHNOLOGY FEE-C	0.00	132.00	209,796.00-	220,000.00-	10,204.00-	4.64
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	762.00-	24,726.00-	21,000.00-	3,726.00	17.73-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	1,061.70-	4,068.18-	45,000.00	49,068.18	109.04
11-00-0000-00000-4102 PRIVATE GIFTS/GRAN	0.00	0.00	0.00	37,500.00-	37,500.00-	100.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	780.00-	6,170.00-	10,000.00-	3,830.00-	38.30
11-00-0000-00000-4512 VENDING MACHINES :	0.00	352.87-	6,229.08-	12,000.00-	5,770.92-	48.09
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	2,621,285.00-	2,629,138.00-	7,853.00-	0.30
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	5,267,570.58-	8,927,044.00-	3,659,473.42-	40.99
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	431,173.41-	658,488.00-	227,314.59-	34.52
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	6,133.69-	9,769.00-	3,635.31-	37.21
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	134,341.38-	135,785.00-	1,443.62-	1.06
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	41,156.88-	124,055.00-	82,898.12-	66.82
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	15,841.14-	19,871.00-	4,029.86-	20.28
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	132,638.32-	350,000.00-	217,361.68-	62.10
11-00-0000-00000-4902 INTEREST INCOME :	0.00	689.51-	34,438.60-	200,000.00-	165,561.40-	82.78
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	170.00-	0.00	170.00	0.00
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	1,624.32-	65,695.39-	75,000.00-	9,304.61-	12.41
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	4,485.26-	23,733.38-	80,000.00-	56,266.62-	70.33
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	1,030.00-	11,166.76-	15,000.00-	3,833.24-	25.55
=====						
Totals for FUND: 11 - GENERAL	0.00	35,509.66-	11,207,099.27-	15,854,276.00-	4,647,176.73-	29.31

03-04-10

Garden City Community College
 Annual Budget Report Ending 02/28/2010
 Options - All Statuses

Page: 2

Fiscal Year: 2010

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
61-00-0000-00000-4103 TAX CREDIT DONATIO	0.00	0.00	45,000.00-	350,000.00-	305,000.00-	87.14
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	292,455.71-	500,654.00-	208,198.29-	41.59
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	24,507.65-	35,566.00-	11,058.35-	31.09
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	348.73-	528.00-	179.27-	33.95
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	7,296.29-	7,334.00-	37.71-	0.51
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	2,285.90-	6,701.00-	4,415.10-	65.89
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	898.62-	1,074.00-	175.38-	16.33
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	7,164.55-	28,240.00-	21,075.45-	74.63
61-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	9,003.23-	27,995.90-	0.00	27,995.90	0.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	9,003.23-	407,953.35-	930,097.00-	522,143.65-	56.14

EXPENSES

03-04-10

Garden City Community College
 Annual Budget Report Ending 02/28/2010
 Options - All Statuses

Page: 1

Fiscal Year: 2010

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	0.00	0.00	6,431.88	6,431.88	100.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	2,250.00	9,759.31	71,538.77	150,462.00	76,673.23	50.96
DEPARTMENT: 11020 - HUMANITIES	54.28	6,062.94	72,128.14	108,924.00	36,741.58	33.73
DEPARTMENT: 11021 - ENGLISH	0.00	31,337.21	231,314.38	385,154.00	153,839.62	39.94
DEPARTMENT: 11022 - SPEECH	0.00	4,489.89	38,079.31	122,686.83	84,607.52	68.96
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	0.00	2,692.00	2,692.00	100.00
DEPARTMENT: 11025 - JOURNALISM	0.00	5,542.06	38,913.36	62,270.00	23,356.64	37.51
DEPARTMENT: 11026 - BROADCASTING	0.00	4,497.16	33,974.93	70,945.00	36,970.07	52.11
DEPARTMENT: 11030 - ART	0.00	13,991.01	83,162.33	140,096.06	56,933.73	40.64
DEPARTMENT: 11031 - DRAMA	0.00	6,910.99	55,564.31	102,506.96	46,942.65	45.79
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	8,887.26	44,807.85	76,201.98	31,394.13	41.20
DEPARTMENT: 11033 - INST MUSIC	615.70	16,018.02	136,777.94	225,522.00	88,128.36	39.08
DEPARTMENT: 11040 - SCIENCE	8,638.15	34,778.32	259,583.69	483,879.94	215,658.10	44.57
DEPARTMENT: 11050 - MATH	5,625.00	21,533.63	168,427.07	301,256.00	127,203.93	42.22
DEPARTMENT: 11060 - SOCIAL SCIENCE	5,850.00	44,041.20	313,762.88	580,096.38	260,483.50	44.90
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	11,784.78	106,061.00	165,158.00	59,097.00	35.78
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	8,217.77	59,620.59	101,336.00	41,715.41	41.17
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	511.36	5,509.55	700.00	4,809.55	687.07-
DEPARTMENT: 11081 - READING	0.00	4,995.38	32,962.84	58,743.00	25,780.16	43.89
DEPARTMENT: 11082 - ESL	0.00	4,898.15	33,336.13	62,414.00	29,077.87	46.59
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	1,373.53	11,219.83	16,265.00	5,045.17	31.02
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	2,389.06	4,234.06	4,138.00	96.06-	2.31-
DEPARTMENT: 11095 - FORENSICS COMPETIT	918.66	2,019.26	8,032.51	10,745.00	1,793.83	16.69
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	6,936.80	17,699.54	178,306.16	220,000.00	34,757.04	15.80
DEPARTMENT: 12011 - MID-MANAGEMENT	0.00	2,416.27	16,906.46	33,147.00	16,240.54	49.00
DEPARTMENT: 12012 - MCSE/CISCO	0.00	3,415.58	23,953.82	44,041.00	20,087.18	45.61
DEPARTMENT: 12013 - OFFICE EDUCATION	0.00	4,370.98	30,603.92	55,910.00	25,306.08	45.26
DEPARTMENT: 12014 - FINNUP LAB	0.00	4,986.29	35,457.97	69,315.00	33,857.03	48.85
DEPARTMENT: 12090 - BSIS COMPETITION T	621.04	0.00	0.00	1,200.00	578.96	48.25
DEPARTMENT: 12200 - ADN PROGRAM	267.55	31,880.49	210,470.51	394,651.00	183,912.94	46.60
DEPARTMENT: 12201 - LPN PROGRAM	439.07	11,783.39	98,975.80	184,907.00	85,492.13	46.24
DEPARTMENT: 12202 - EMT	434.81	13,257.21	102,012.25	152,341.00	49,893.94	32.75
DEPARTMENT: 12203 - ALLIED HEALTH	34.59	15,540.48	107,539.97	187,780.00	80,205.44	42.71
DEPARTMENT: 12210 - AGRICULTURE	202.64	3,575.80	26,589.60	52,736.00	25,943.76	49.20
DEPARTMENT: 12211 - MEAT JUDGING	560.00	8,572.15	67,716.73	92,584.00	24,307.27	26.25
DEPARTMENT: 12220 - AG EQUIPMENT & MEC	591.90	14,110.33	116,976.30	185,670.00	68,101.80	36.68
DEPARTMENT: 12230 - AUTO MECHANICS	535.75	10,346.24	75,236.21	126,328.45	50,556.49	40.02
DEPARTMENT: 12240 - CRIMINAL JUSTICE	2,816.43	10,642.46	98,245.29	185,926.00	84,864.28	45.64
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	7,359.55	50,159.91	70,356.00	20,196.09	28.71
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	538.25	1,887.00	1,348.75	71.48
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,234.23	71,859.62	121,879.00	50,019.38	41.04
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	3,035.73	8,966.00	5,930.27	66.14
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	2,216.76	22,378.38	168,454.74	286,858.25	116,186.75	40.50
DEPARTMENT: 12271 - AUTOMATION ELECTRI	220.28	7,449.94	44,181.07	81,276.00	36,874.65	45.37
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	586.00	5,361.57	42,109.07	87,911.00	45,215.93	51.43
DEPARTMENT: 12273 - WELDING	22.68-	12,534.28	89,016.56	162,668.00	73,674.12	45.29
DEPARTMENT: 12280 - BUILDING TRADES	0.00	0.00	4.05	5.00	0.95	19.00
DEPARTMENT: 12290 - FINNEY COUNTY LEAR	0.00	6,236.28	50,000.12	78,724.00	28,723.88	36.49
DEPARTMENT: 21100 - INSTITUTIONAL RESE	0.00	6,559.79	52,497.06	80,337.00	27,839.94	34.65
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	692.92	3,269.73	8,235.00	4,965.27	60.29
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	6,615.67	51,101.72	79,399.00	28,297.28	35.64

DEPARTMENT: 41000 - LIBRARY	903.49	13,191.83	109,147.03	177,582.00	67,531.48	38.03
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	24.00	5,278.52	43,629.62	94,363.00	50,709.38	53.74
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	3,136.60	38,273.90	0.00	38,273.90-	0.00
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	20,575.52	164,816.35	361,471.04	196,654.69	54.40
DEPARTMENT: 42002 - OUTREACH	0.00	2,812.49	56,148.59	97,642.00	41,493.41	42.50
DEPARTMENT: 42003 - FACULTY SENATE	0.00	1,360.41	9,674.35	26,674.93	17,000.58	63.73
DEPARTMENT: 42005 - DEAN OF TECHNICAL	75.00	10,985.78	110,332.90	205,814.30	95,406.40	46.36
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	13,472.68	104,086.35	164,625.00	60,538.65	36.77
DEPARTMENT: 42007 - BRYAN EDUCATION CE	0.00	4,573.00	36,487.22	59,159.00	22,671.78	38.32
DEPARTMENT: 43000 - TRANSITION	0.00	2,169.71	17,369.64	26,070.00	8,700.36	33.37
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	10,624.72	88,546.61	137,376.00	48,829.39	35.54
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	33,655.00	33,655.00	0.00	0.00
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	2,697.75	33,502.57	44,376.00	10,873.43	24.50
DEPARTMENT: 50010 - COUNSELING & GUIDA	677.00	12,070.35	89,828.13	169,473.00	78,967.87	46.60
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	3,124.52	28,402.82	52,203.00	23,800.18	45.59
DEPARTMENT: 50020 - FINANCIAL AID OFFI	160.55	24,040.39	167,052.65	279,501.00	112,287.80	40.17
DEPARTMENT: 50030 - ADMISSIONS	348.85	14,581.78	122,287.33	199,520.00	76,883.82	38.53
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	400.00	10,923.71	90,249.10	141,601.00	50,951.90	35.98
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	3,864.85	28,879.82	50,092.00	21,212.18	42.35
DEPARTMENT: 50100 - DEAN OF IE/ES	0.00	6,277.54	50,777.52	76,842.00	26,064.48	33.92
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	4,576.26	20,178.36	282,543.51	392,545.91	105,426.14	26.86
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	11,990.93	89,866.50	117,674.24	27,807.74	23.63
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	9,629.06	69,842.23	100,498.18	30,655.95	30.50
DEPARTMENT: 55003 - MEN'S TRACK	509.75	3,737.61	27,190.18	39,360.00	11,660.07	29.62
DEPARTMENT: 55004 - WOMEN'S TRACK	480.25	2,837.61	25,249.65	38,316.00	12,586.10	32.85
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,422.00	9,602.77	48,894.84	79,241.00	28,924.16	36.50
DEPARTMENT: 55006 - FOOTBALL	2,506.91	21,806.09	199,411.60	289,198.00	87,279.49	30.18
DEPARTMENT: 55007 - BASEBALL	6,768.85	12,336.19	74,916.96	106,421.00	24,735.19	23.24
DEPARTMENT: 55008 - VOLLEYBALL	0.00	4,130.95	37,097.09	58,326.00	21,228.91	36.40
DEPARTMENT: 55009 - WOMEN'S SOCCER	50.00	5,156.03	37,908.39	53,986.00	16,027.61	29.69
DEPARTMENT: 55010 - MEN'S SOCCER	150.00	4,302.11	41,653.77	56,113.00	14,309.23	25.50
DEPARTMENT: 55012 - CHEERLEADING	100.00	6,237.89	26,588.91	32,201.00	5,512.09	17.12
DEPARTMENT: 55013 - DANCE TEAM	150.00	1,861.81	12,234.66	19,816.00	7,431.34	37.50
DEPARTMENT: 55014 - RODEO TEAM	859.59	11,575.82	79,471.19	118,143.00	37,812.22	32.01
DEPARTMENT: 55018 - INTRAMURALS & STUD	0.00	346.63	3,583.74	6,897.00	3,313.26	48.04
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	12,129.30	87,847.68	130,504.00	42,656.32	32.69
DEPARTMENT: 61000 - PRESIDENT	160.00	17,295.60	171,048.51	337,450.67	166,242.16	49.26
DEPARTMENT: 61001 - BOARD OF TRUSTEES	584.50	237.18	13,667.96	24,840.00	10,587.54	42.62
DEPARTMENT: 61005 - ATTORNEY	0.00	3,003.00	7,598.94	20,250.00	12,651.06	62.47
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	2,724.94	37,958.23	956,012.51	1,262,669.00	303,931.55	24.07
DEPARTMENT: 62010 - HUMAN RESOURCES	259.14	6,985.81	66,821.13	134,138.50	67,058.23	49.99
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,470.46	29,239.19	59,329.00	30,089.81	50.72
DEPARTMENT: 62012 - LEADERSHIP DEVELOP	16.80	16.80	5,422.12	13,492.50	8,053.58	59.69
DEPARTMENT: 62050 - ONE-TIME PURCHASES	93,474.02	0.00	52,744.08-	900.00	39,829.94-	425.54-
DEPARTMENT: 63000 - INFORMATION SERVIC	5,740.91	13,814.72	170,576.92	249,563.00	73,245.17	29.35
DEPARTMENT: 64000 - INFORMATION TECHNO	12,063.38	38,772.89	383,822.90	636,829.00	240,942.72	37.83
DEPARTMENT: 65000 - CENTRAL SERVICES	201.93	13,633.79	106,979.58	179,648.00	72,466.49	40.34
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	816.80	7,095.79	72,763.67	111,916.00	38,335.53	34.25
DEPARTMENT: 71000 - BUILDINGS	8,851.91	28,075.61	212,545.45	353,466.00	132,068.64	37.36
DEPARTMENT: 71005 - SCOTT CITY BLDG MA	150.00	1,667.10	16,655.33	30,127.00	13,321.67	44.22
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	50.00	3,690.00	3,640.00	98.64
DEPARTMENT: 72000 - CUSTODIAL SERVICES	6,020.18	42,033.64	348,357.37	546,579.00	192,201.45	35.16
DEPARTMENT: 73000 - GROUNDS	6,434.76	13,325.72	122,427.92	209,080.50	80,217.82	38.37
DEPARTMENT: 73001 - ATHLETIC FIELDS	2,255.39	994.82	21,690.55	37,028.50	13,082.56	35.33
DEPARTMENT: 74000 - VEHICLES	425.00	13,035.00	116,540.45	253,527.00	136,561.55	53.86
DEPARTMENT: 75000 - CAMPUS SECURITY	24.97	14,218.18	90,850.65	151,964.00	61,088.38	40.20
DEPARTMENT: 76000 - INSURANCE	0.00	5,297.16	253,496.85	313,534.00	60,037.15	19.15
DEPARTMENT: 77000 - UTILITIES	31,557.19	60,199.79	347,218.87	709,041.00	330,264.94	46.58
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	633.14-	36,063.33	62,000.00	25,936.67	41.83

DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	3,307.00	9,020.00	5,713.00	63.34
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	8,428.00	18,434.50	33,087.00	14,652.50	44.28
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	1,763.00	3,809.00	3,000.00	809.00-	26.96-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	64,353.00	141,522.00	151,575.00	10,053.00	6.63
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	11,228.00	24,902.00	25,000.00	98.00	0.39
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	28,353.00	59,432.00	49,938.00	9,494.00-	19.00-
DEPARTMENT: 94000 - STUDENT CENTER	310.00	9,738.18	40,815.02	67,932.00	26,806.98	39.46
DEPARTMENT: 98001 - CHILD CARE	0.00	3,527.49	28,203.44	43,001.00	14,797.56	34.41

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FUND: 11 - GENERAL	232,627.05	1,234,568.24	10,009,209.57	16,414,558.00	6,172,721.38	37.61
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03-04-10 Garden City Community College Annual Budget Report Ending 02/28/2010 Options - All Statuses Page: 2

Fiscal Year: 2010 FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,032.15	3,973.91	40,294.56	101,135.00	59,808.29	59.14
DEPARTMENT: 00000 - GENERAL	0.00	0.00	5,000.00-	5,000.00-	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,791.02	943.51	16,758.16	45,109.73	26,560.55	58.88
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	5,336.30	20,000.00	14,663.70	73.32
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	332.59	682.59	1,900.00	1,217.41	64.07
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	1,616.72	7,500.00	5,883.28	78.44
DEPARTMENT: 31000 - COMMUNITY SERVICE	312.00	2,015.50	7,193.06	14,451.00	6,945.94	48.07
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	721.99	1,200.00	478.01	39.83
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	3,445.26	5,000.00	1,554.74	31.09
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	7,000.00-	7,000.00-	100.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	0.00	0.00	10,000.00	10,000.00	100.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,160.00	0.00	1,471.00	5,000.00	2,369.00	47.38
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,540.80	1,947.27	14,000.19	30,260.00	14,719.01	48.64
DEPARTMENT: 55007 - BASEBALL	98.00	2,803.00	8,348.20	20,000.00	11,553.80	57.77
DEPARTMENT: 11031 - DRAMA	0.00	0.00	33,268.87	44,788.00	11,519.13	25.72
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	3,527.00	10,200.00	6,673.00	65.42
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	1,008.00	0.00	1,008.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	485.84	1,700.00	1,214.16	71.42
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	57.55	3,701.13	35,960.00	32,258.87	89.71

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FUND: 14 - ADULT SUPPLEMENTARY ED	5,933.97	12,073.33	136,858.87	342,203.73	199,410.89	58.27
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03-04-10 Garden City Community College Annual Budget Report Ending 02/28/2010 Options - All Statuses Page: 3

Fiscal Year: 2010 FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	300.00	195.20	5,520.70	14,000.00	8,179.30	58.42
DEPARTMENT: 94000 - STUDENT CENTER	1,487.18	923.89	60,433.62	153,100.00	91,179.20	59.56
DEPARTMENT: 95000 - STUDENT HOUSING	11,189.85	63,457.43	637,713.64	1,270,311.00	621,407.51	48.92
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	218.00	218.00	20,000.00	19,782.00	98.91
DEPARTMENT: 98000 - COSMETOLOGY	3,379.34	24,047.78	65,281.59	113,955.00	45,294.07	39.75
DEPARTMENT: 98001 - CHILD CARE	100.00	2,392.17	22,335.36	39,026.00	16,590.64	42.51

DEPARTMENT: 12270 - AMMONIA REFRIGERAT	5,082.30	463.53	5,519.66	14,970.18	4,368.22	29.18
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	29,721.80	0.00	29,721.80-	0.00

FUND: 22 - RESTRICTED GRANTS	18,726.69	117,073.99	1,400,755.67	2,904,154.11	1,484,671.75	51.12
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03-04-10 Garden City Community College Annual Budget Report Ending 02/28/2010 Page: 6
Options - All Statuses

Fiscal Year: 2010

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	54,967.00	54,967.00	100.00
DEPARTMENT: 71000 - BUILDINGS	0.00	10,032.09	10,032.09	10,033.00	0.91	0.01
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	168.82	4,798.32	10,500.00	5,701.68	54.30
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	3,199.00	3,199.00	100.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	7,000.00	7,000.00	0.00	0.00
DEPARTMENT: 63000 - INFORMATION SERVIC	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 61000 - PRESIDENT	0.00	0.00	0.00	600.00	600.00	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	20,028.00	20,028.00	100.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	0.00	4,572.50	4,572.50	100.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	1,364.00	3,364.00	2,000.00	59.45

FUND: 23 - OTHER RESTRICTED FUNDS	0.00	10,200.91	23,194.41	116,263.50	93,069.09	80.05
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03-04-10 Garden City Community College Annual Budget Report Ending 02/28/2010 Page: 7
Options - All Statuses

Fiscal Year: 2010

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	31.77	0.00	31.77-	0.00
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	203.18-	0.00	203.18	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	28.00	11,694.94	88,947.80	143,905.00	54,929.20	38.17
DEPARTMENT: 13305 - ADULT ED - STAFF D	644.07	98.92	2,913.28	7,572.00	4,014.65	53.02
DEPARTMENT: 13301 - ADULT ED - INSTRUC	19.64	1,396.84	3,702.38	37,172.00	33,449.98	89.99
DEPARTMENT: 00000 - GENERAL	0.00	0.00	25,000.00-	26,752.48-	1,752.48-	6.55
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	3,363.18	32,798.74	66,967.00	34,168.26	51.02
DEPARTMENT: 13302 - ADULT ED - TECHNIC	0.00	0.00	1,084.20	2,594.00	1,509.80	58.20
DEPARTMENT: 13303 - ADULT ED - SUPPORT	0.00	5,564.00	5,564.00	18,270.00	12,706.00	69.55
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	3,660.82	29,062.99	49,485.00	20,422.01	41.27
DEPARTMENT: 00000 - GENERAL	0.00	0.00	32,500.00-	33,010.00-	510.00-	1.54
DEPARTMENT: 13301 - ADULT ED - INSTRUC	14,300.00	11,689.48	71,156.71	201,322.00	115,865.29	57.55
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	253.73	6,952.98	105,620.76	163,261.75	57,387.26	35.15

FUND: 24 - ADULT EDUCATION	15,245.44	44,421.16	283,179.45	630,786.27	332,361.38	52.69
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03-04-10

Garden City Community College
Annual Budget Report Ending 02/28/2010
Options - All Statuses

Page: 8

Fiscal Year: 2010

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	0.00	22,992.00	21,654.90	1,337.10-	6.16-
DEPARTMENT: 71000 - BUILDINGS	1,541.50	703.71-	30,515.20	908,442.10	876,385.40	96.47
=====						
FUND: 61 - CAPITAL OUTLAY	1,541.50	703.71-	53,507.20	930,097.00	875,048.30	94.08

03-04-10

Garden City Community College
Annual Budget Report Ending 02/28/2010
Options - All Statuses

Page: 9

Fiscal Year: 2010

FUND: 63 - DEBT RETIREMENT FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.04	0.00	0.04-	0.00
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	0.00	0.00	337,218.75-	0.00	337,218.75	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	270,062.24	0.00	270,062.24-	0.00
=====						
FUND: 63 - DEBT RETIREMENT FUND	0.00	0.00	67,156.47-	0.00	67,156.47	0.00

03-04-10

Garden City Community College
Annual Budget Report Ending 02/28/2010
Options - All Statuses

Page: 10

Fiscal Year: 2010

FUND: 64 - DEBT PROJECT FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	46,131.25	0.00	83,524.48-	0.00	37,393.23	0.00
=====						
FUND: 64 - DEBT PROJECT FUND	46,131.25	0.00	83,524.48-	0.00	37,393.23	0.00

03-04-10

Garden City Community College
Annual Budget Report Ending 02/28/2010
Options - All Statuses

Page: 11

Fiscal Year: 2010

FUND: 65 - CAPITAL CAMPAIGN FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	5,014.00	0.00	5,014.00-	0.00
=====						
FUND: 65 - CAPITAL CAMPAIGN FUND	0.00	0.00	5,014.00	0.00	5,014.00-	0.00

Fiscal Year: 2010

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	23,816.26	29,563.53	136,273.66	294,498.37	134,408.45	45.64
DEPARTMENT: 99001 - STUDENT NEWSPAPER	2,636.00	744.04	8,670.14	39,402.00	28,095.86	71.31
DEPARTMENT: 99002 - STUDENT MAGAZINE	6,132.00	211.52	3,100.60	38,500.00	29,267.40	76.02
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	1,985.00	14,703.49	37,685.00	22,981.51	60.98
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	32,584.26	32,504.09	162,747.89	410,085.37	214,753.22	52.37

Fiscal Year: 2010

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	4,178.00	9,259.00	0.00	9,259.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	1,697.00	5,875.00	0.00	5,875.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	2,653.00	7,830.00	0.00	7,830.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	1,826.00	4,307.00	0.00	4,307.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	3,480.00	6,917.00	0.00	6,917.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	29,871.00	74,094.75	0.00	74,094.75-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	4,479.00	8,958.00	0.00	8,958.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	913.00	0.00	913.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	7,019.00	14,468.00	0.00	14,468.00-	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	3,652.00	8,174.00	0.00	8,174.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	3,523.00	8,002.00	0.00	8,002.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	2,524.00	0.00	2,524.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	7,046.00	15,875.00	0.00	15,875.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	13,910.00	30,248.00	0.00	30,248.00-	0.00
DEPARTMENT: 11022 - SPEECH	0.00	0.00	841.00	0.00	841.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	8,088.00	15,478.00	0.00	15,478.00-	0.00
DEPARTMENT: 11030 - ART	0.00	870.00	1,783.00	0.00	1,783.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	2,567.00	6,745.00	0.00	6,745.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	8,563.00	14,951.00	0.00	14,951.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	10,014.00	28,185.00	0.00	28,185.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	2,567.00	5,961.00	0.00	5,961.00-	0.00
DEPARTMENT: 12211 - MEAT JUDGING	0.00	4,479.00	9,871.00	0.00	9,871.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	120,482.00	281,259.75	0.00	281,259.75-	0.00

Fiscal Year: 2010

FUND: 73 - EDUKAN CONSORTIUM FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,619.14	175,676.82	270,000.00	94,323.18	34.93
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	2,619.14	175,676.82	270,000.00	94,323.18	34.93

03-04-10
 Fiscal Year: 2010

Garden City Community College
 Annual Budget Report Ending 02/28/2010
 Options - All Statuses

Page: 15
 FUND: 89 - OTHER

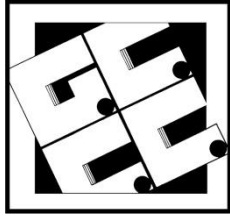
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	225.00	74,700.00-	0.00	74,700.00	0.00
DEPARTMENT: 00000 - GENERAL	0.00	12,298.18	92,430.10	0.00	92,430.10-	0.00
=====						
FUND: 89 - OTHER	0.00	12,523.18	17,730.10	0.00	17,730.10-	0.00

As of 2/28/2010

		Amount	% Rate
Cash in Bank:	Commerce Bank	\$ 295,169.39	0.0500%
	Security State - Scott City	\$ 25,604.04	0.0000%
	State Municipal Invest. Pool	\$ 63,528.14	0.0500%
	Landmark National Bank	\$ 7,531,398.62	0.1100%

Investments:

Institution	Type	Amount	% Rate	Beg. Date	End Date
Commerce Bank	CD	\$ 2,000,000.00	1.2600%	5/27/2009	5/27/2010
1st National Bank of GC	CD	\$ 2,000,054.79	0.5000%	10/20/2009	4/22/2010
Western State Bank	CD	\$ 1,000,000.00	1.9000%	10/20/2009	10/19/2010



Garden City COMMUNITY COLLEGE

March 3, 2010

To: Board of Trustees
From: Cricket Turley, Director of Human Resources

New Hire

Kimberly Kottas, Lab Clinical Skills Coordinator, effective January 4, 2010
Amber Jay, Head Women's Volleyball Coach, effective January 11, 2010
Todd Hughes, Director of Information Technology, effective March 1, 2010
Rori Valerio, Nursing and Penka Bldg Secretary, effective March 1, 2010
Pete Darnell, Assistant Football, Offensive Coordinator, effective March 15, 2010

Separations

Lydia Smith, Print Shop Manager, effective January 29, 2010
Barb Larson, Reading Instructor, effective May 31, 2010
Liz Sosa, Director of Business Retention of FCEDC, effective March 6, 2010
Brian Hill, Assistant Football, Offensive Coordinator, effective March 12, 2010

Retirement

Judy Stubblefield, Math Instructor, effective August 1, 2010

Transfers/Promotions

Vacancies

Adjunct Fire Instructor
Forensics Instructor
Psychology/Sociology Instructor
Math Instructor
Reading/Education Instructor

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 CONTRACTS - RECEIVED
 09FAR
 From: 1/7/10 - 1/7/10**

INSTRUCTOR	CLASS	AMOUNT	LEVEL/ SEMESTERS
MAIN			
0012665 Sisk, Bradley	Forensic Wounds I	\$214.50	04/24
	0.33 FLC X \$650.00 (11 Students)		
Linda Morgan (.34 FLC), Bradley Sisk (.33 FLC) and Billy Young (.33 FLC) are team- teaching CRIM-250-01.	CRIM-250-01 (12/5/2009 - 12/6/2009) 11-00-0000-12240-5260		
TOTAL ADJUNCT FACULTY CONTRACTS		\$214.50	

MEMORANDUM
Garden City Community College
Office of the President

TO: GCCC Board of Trustees

FROM: Carol E. Ballantyne, Ph.D.

DATE: March 4, 2010

RE: Construction Bids for final phase of renovating Fouse Science and Math Building and the lecture hall in the Academic Building

I have reviewed the bids listed below in a recommendation by Dee Wigner and concur with her recommendation. This project will be done in a very compressed time period and will complete the Fouse and the Academic building renovations.

To: Carol Ballantyne

From: Dee Wigner

RE: Fouse Building – Phase II
Academic Building – Phase II

Phase II of the Warren Fouse Science and Math Building renovation is scheduled to begin this summer. The project is being funded through the state Post-Secondary Educational Institution Infrastructure Finance Program (PEI). The college borrowed \$2,216,645 through this interest-free program for these renovations. The funds are to be paid back over eight years; the first payment was made December 2009.

Phase I of the project was completed last summer. The project included new airlock entryways; the addition of two ADA restrooms; and remodeling of three laboratory classrooms, the cadaver lab, existing restrooms, and several storage areas. The cost for Phase I was \$906,269.19.

Fouse Phase II expands the remodeling to the rest of the building including three laboratory classrooms, six classrooms, the Mary Jo Williams computer lab, and the lecture hall. Work will begin May 10 and be completed by the first day of class on August 18.

Improvements to the Academic Building are being funded by American Recovery and Reinvestment Act (ARRA) dollars and Capital Outlay. GCCC received \$175,807 in ARRA funds. Phase I of the project included the addition of an ADA restroom and new air lock entryways. The total cost for Phase I was \$89,507. Academic Phase II includes the remodeling of the Lecture Hall.

Phase II of both projects were bid out as three separate bids: the casework, the seating and the construction. Bids for the casework and installation were received February 25. Construction bids were received March 2.

Two general contractors submitted bids, Dick Construction and Lee Construction, both of Garden City. Dick Construction was low bid on both the base bid and Alternate #1 (Academic Lecture Hall). The Bid Tabulation Form follows this memo.

Kansas Contract Design, Wichita, and Innovative Laboratory Systems, Inc., Ashland, Nebraska, submitted bids for the casework. The base bid was the casework for Fouse. Alternate #1 was for the demonstration table for the Academic Building Lecture Hall. Bid Tabulation follows this memo.

Bids for the classroom and lecture hall seating were submitted by Office Solutions, Garden City, and Encompass, Wichita. Office Solutions submitted a proposal for American Seating and Encompass submitted a proposal for KI seating. Both vendors provided seating samples. Because it was difficult to compare the samples, arrangements are being made to contact references and visit institutions that have installed seating from these manufacturers. The proposal for seating will be submitted at the April 14 Board Meeting. For purposes of illustration shown below, the seating costs have been estimated. The prices shown are higher than anticipated based on the bids received.

Projected costs:

Fouse Phase II

PEI Funds Available	\$1,310,375.81
Construction Expense	716,653.00
Casework Expense	176,833.00
Seating (estimate)	170,000.00
Architect (estimate)	<u>65,000.00</u>
	\$1,128,486.00

Academic Building Phase II

ARRA Funds Available	89,324.25
Capital Outlay	<u>73,803.75</u>
	\$163,128.00
Construction Expense	79,670.00
Casework Expense	2,458.00
Seating (estimate)	75,000.00
Architect (estimate)	<u>6,000.00</u>
	\$163,128.00

My recommendation is that the Board accept the bids listed below:

Construction

Dick Construction	
Base Bid	606,600.00
Alternate #1	88,318.00
Alternate #2	79,670.00
Alternate #3	<u>21,735.00</u>
Total	\$796,323.00

Casework

Kansas Contract Design	
Base Bid – Fouse	176,833.00
Alternate #1 - Academic	<u>2,458.00</u>
Total	\$179,291.00

BID TABULATION FORM
FOUSE BUILDING REMODEL - PHASE II
LABORATORY CASEWORK
GARDEN CITY COMMUNITY COLLEGE
801 Campus Drive
 Architect Project No. 0801-D
 February 25, 2010

CONTRACTOR	ADDENDA RECEIVED	BID BOND 5%	BASE BID PROPOSAL	Alt. #1	TOTAL PROPOSAL
Kansas Contract Design, L.C. Wichita, Kansas	#1	x	\$176,833.00	\$2,458.00	\$179,291.00
Innovative Laboratory Systems, Inc. Ashland, Nebraska	#1	x	#216,000.00	\$4,500.00	\$220,500.00

PURCHASE ORDER REQUISITION



Garden City Community College

801 Campus Drive Garden City, Kansas 67846 (620) 276-7611

INSTRUCTIONS

VENDOR: Zones _____
 1102 15th St SW Suite 102 _____
 Auburn, WA 981001 _____

- (1) Type all information requested.
- (2) Forward to Business Office where purchase order will be prepared.
- (3) The white copy remains in the Business Office; the green copy is sent to the vendor; the pink copy and the goldenrod copy are returned to the Division Director; and the canary copy is returned to the Dean.
- (4) Upon receipt of merchandise, the pink copy is to be signed and returned to the Business Office.

Quan.	Part No.	Description	Unit Cost	Extended
		Microsoft Windows Server License and Software assurance renewal		\$26,569.30
		For equipment purchases please indicate equipment location. Building _____ Room _____ All technology requests must be routed through the computer center.		

KANSAS SALES TAX EXEMPTION NO. 71-0021 FEDERAL TAX ID NO 48-0698107

TOTAL \$26,569.30

Account Number	Amount
11-00-0000-11100-6460	\$13,284.65
-00-0000-64000-64	\$ 13,284.65

Requested by	Date	Department	Building
D Wigner	3/1/10	Bus Off	Adm
Person	Date	Approved	Not Approved
Div. Dir.			
Dean			
Comp. Ctr.			
Bus. Mgr.			

Please type or print clearly and neatly

Item(s) to be purchased:

Microsoft Server license & software renewals

Windows - Exchange - SharePoint - SQL

Bidders and amounts:

(1) Company Zones AMOUNT \$ 26569.30

Address Auburn WA

(2) Company _____ AMOUNT \$ _____

Address _____

(3) Company _____ AMOUNT \$ _____

Address _____

(4) Company _____ AMOUNT \$ _____

Address _____

Shipping/other costs _____ are _____ are not included in amounts shown above.

Single source vendor. Please indicate why this is a single source vendor.

This the 3rd year of a 3 year contract

Recommendation of bid to accept: #1

List company name and bidder number (1, 2, 3, 4) from above

Reason for selection if not lowest bid: _____

Due consideration, as per GCCC policy, given to local businesses: _____ Yes _____ No

Attach additional information as needed. Please type or print clearly and neatly.

BRIEF BID AMOUNT GUIDE

- \$2,499 and under Bid not required
- \$2,500-\$9,999 Written listing of comparative prices
- \$10,000-\$19,999 Written bids
- Over \$20,000 Contact Business Office

Dee A Wigner
Purchaser's Name (please type or print clearly)

Business Office
Department/Division/Office

Dee A Wigner
Purchaser's Signature



02/09/2010

Bill To :
GARDEN CITY COMM COLLEGE A/P
801 CAMPUS DRIVE
ACCOUNTS PAYABLE
GARDEN CITY KS 67846
Phone : (316) 276-7611

Ship To :
GARDEN CITY COMM COLLEGE
ANDREW GOUGH
801 CAMPUS DR
GARDEN CITY KS 67846
Phone : (620) 276-0348

Account # 0011020633

Quote : S1607299
PO# : MS Campus Rnwl

Hardware quotes are valid for 7 business days
Memory Prices are valid for 24 hours only, call for verification

REMIT PAYMENT TO:
ZONES, INC
P.O. BOX 34740
SEATTLE, WA 98124-1740

PLEASE SEND PURCHASE
ORDERS DIRECTLY TO YOUR
ZONES ACCOUNT EXECUTIVE
VIA FAX OR EMAIL

Ellen Baumer
Account Executive
Phone: (253) 205-3633
Fax: (253) 205-2633

Email: ellen.baumer@zones.com

Item#	Qty	Description	Manufacturers Part #	Unit Price	Total
W 01735017 L VOL	325	DsktpCampus ALNG LicSAPkMVL wEntCAL Faculty Lev A	C27-00017	59.23	19,249.75
W 05110712 L VOL	20	Microsoft Windows Server Enterprise Edition - license & software assurance	P72-00165	120.92	2,418.40
W 05110458 L VOL	1	Microsoft Exchange Server Enterprise Edition - license & software assurance	395-02412	346.38	346.38
W 05110546 L VOL	1	Microsoft SharePoint Portal Server - license & software assurance	H04-00232	382.91	382.91
W 01538495 L VOL	2	SQLSvrEnt ALNG LicSAPk MVL 1Proc Campus Faculty	810-03312	2,085.93	4,171.86

ASK US ABOUT
Installations: Server
Installations: General
On-Site Technical Services
Remote Help Desk Support
Remote Network OS Support
Hourly On-site Technical Service Rates

Visit us on the web: <http://www.zones.com>

Sub-Total: \$26,569.30
Estimated Sales Tax: \$0.00
Manual Dropship Gnd: \$0.00
Grand Total: \$26,569.30

24 Mo. \$1 Out lease for \$1,299.24 per month
36 Mo. \$1 Out lease for \$924.61 per month

Please Note: Lease Amounts Exclude Tax

Zones, Inc
1102 15th St. SW Suite 102
Auburn, WA 98001
Phone: (800) 419-9663



CERTIFIED
as an NMBC
MINORITY BUSINESS
ENTERPRISE
by the NMSDC

Shipping Terms: For all shipments, Zones will arrange for shipping to the customers destination; however, such costs are the responsibility of the customer. For shipments made during the seven calendar days preceding the end of each calendar quarter, title and risk of loss will pass to the customer upon delivery by Zones to the carrier. For all orders shipped within this seven day period, Zones will obtain third-party insurance at its own expense and will assist the customer in filing any claims with the insurance company arising from loss or damage to the shipment during transit. Prices are quoted by volume, and are subject to change without notice. Products sold by Zones are third party products and are subject to the warranties and representations of the applicable manufacturers.
RETURNS: No returns will be accepted without a Return Authorization (RA) Number, requested within 14 days from the invoice date. Software licensing and special-order products are non-returnable. Other products are subject to manufacturer return policies and restrictions. Additional Terms and Conditions apply and are available on our website.

MEMORANDUM
Garden City Community College
Office of the President

TO: GCCC Board of Trustees

FROM: Carol E. Ballantyne, Ph.D.

DATE: February 26, 2010

RE: Tuition, Student fees, Course fees, Residential Life fees (room and Board), Daycare fees and Facilities fees

It is that time of year we review fees and tuition for the next fiscal year. The attached documents will show what is being proposed.

Recommendations:

Tuition	no increase	Generally, we raise this every other year and try to stay equivalent to or below our completion in SW Kansas.
Student fees	\$2 increase	Increase is to allow more Finney County scholarships and to keep a full time Student Center Director
Residential Life – Room	no increase	Keeping the residential life population close to full allows us to operate on a self sufficient cost center.
Residential Life – Board	no increase	Board increased enough last year to take care of costs this year and keeping the residential life fully occupied allows us to operate without a raise in costs.
Daycare fees	no increase	The Center is able to operate as a self sufficient unit based on the present fee structure.
Facilities fees	moderate increase	Based on costs for personnel for the clean-up etc of the activity we have raised the rental fees.
Course fees	Some increases Some decreases	Costs for consumables vary by course. All course costs were evaluated and changed based on 09-10 needs and costs.
ABE/GED fees	no increase	The amount charged pays for necessary items and does not need to be raised.

Tuition and Fees

I am proposing that tuition remains the same for 2010-2011 and that the activity fee increases \$2. The tuition and fee recommendation is as follows:

	<u>Tuition/cr.hr.</u>	<u>Fees/cr.hr.</u>
Resident	\$43	\$23
Non-resident	\$65	\$23
International	\$65	\$23

The \$23 fee is distributed as follows:

- \$14 for student activities (Student Government controlled)
- \$ 3 Student Union Fee
- \$ 6 Technology Fee

Residential Life

Room rent for 2010-11 would remain the same as for the current year:

West Hall (double occupancy)	\$2,050 + selected food plan
West Hall (single occupancy, if available)	\$2,650 + selected food plan
East Units (double occupancy)	\$2,050 + selected food plan
East Units (single occupancy, if available)	\$2,650 + selected food plan
East Units (four single rooms)	\$3,050 + selected food plan
Apartments (double occupancy)	\$2,800 + selected food plan
Apartments (single occupancy, if available)	\$3,400 + selected food plan

For 2010-11, I am proposing no increase for food. Food charges for 2010-11 would remain as follows: (includes \$25 snack bar card each semester):

	<u>Per Year</u>
19 meal plan	\$2,400
15 meal plan	\$2,350
10 meal plan	\$2,300

CLASS FEES FOR 2010-2011

NOTE: These fees are above and beyond the Activity & Technology Fees. All fees will be collected through the Business Office at the time of enrollment. These fees are intended to offset direct expenses (classroom expendable supplies) used by students enrolled in specific courses or program

ENGLISH

Basic English \$2.00 per class

HEALTH, PE & RECREATION

First Aid (Red Cross Certification) \$6.00 per class
Karate/Self Defense \$20.00 per class
Physical Fitness (Super Circuit) I & II \$25.00 per class
Golf \$55.00 per class
Bowling \$87.00 per class
Trap Shooting \$64.00 per class
Recreational Shooting \$80.00 per class

HUMANITIES & FINE ARTS

Ceramics Classes \$40.00 per class
Advanced Ceramics \$40.00 per class
Sculpture \$40.00 per class
Commercial Design \$10.00 per class
Three-Dimensional Design \$25.00 per class
Art Appreciation \$5.00 per class
College Skills \$20.00 per class
Photography I & II \$20.00 per class
Reading 091, 092 & 093 \$9.00 per class
Introduction to Broadcasting \$5.00 per class
Television Production I \$5.00 per class
Broadcast News \$5.00 per class
Television Production II \$10.00 per class
Magazine I, II, III, IV \$15.00 per class
Newspaper I, II, III, IV \$15.00 per class

SOCIAL SCIENCE

Kids of the Great Southwest \$35.00 per class

SCIENCE

Science Lab Courses (on campus classes only) \$20.00 per class
Except:
A&P II \$30.00 per class
Human Dissection \$30.00 per class
Microbiology \$40.00 per class
River Ecology \$100.00 per class

BUSINESS SYSTEMS NETWORKING

Managing Microsoft Networks \$25.00 per class
IT Essentials I \$50.00 per class

COMPUTER SCIENCE

All CSCI courses \$5.00 per class
Except:
Finnup Lab \$15.00 per class
Senior Computer Lab \$25.00 per class

MID-MANAGEMENT

American Management Association \$134.00 per class
Courses (includes tuition, fees, and textbook)

AUTO MECHANICS

All Automotive Technology Lab Courses \$35.00 per class
Auto Mechanics I \$10.00 per class
Small Gas Engines \$20.00 per class

COSMETOLOGY

Cosmetology Orientation \$100.00
Cosmetology – 1st semester \$2,047.00
2nd semester \$309.00
Cosmetology Instructor \$167.00
Seminar I \$8.00
Seminar II \$16.00
Seminar III \$24.00
Seminar IV \$32.00
Seminar V \$40.00
Manicure Program \$616.00

CRIMINAL JUSTICE

The following courses have \$10.00 fee per class:

Agency Administration
Interviewing and Report Writing
Police Motorcycles
Rappelling-Beginning, Intermediate & Advanced
Critical Decision Making
Drug Investigation
Sex Crimes
Tactical Baton
Handcuffing
Criminal Justice Computer Applications
Forensic Computer Investigation I
High Angle Rescue
Honor Guard
Explorer Challenge Academy
Team-T: Dispatch Level I & II

The following courses have \$11.00 fee per class:

Practical Law Enforcement Databases-Beginning
Practical Law Enforcement Databases-Intermediate
Take Action – Instructor Development
Team T: Train the Trainer for LE Officers
Team T: Train the Trainer Women's Self Defense
Introduction to Criminal Justice
Multimedia for Law Enforcement

The following courses have \$20.00 fee per class:

Criminal Investigation I
Defensive Tactics/Karate – Beginning & Advanced
EVOC Level I

The following courses have \$25.00 fee per class:

Forensic Wound I
Law Enforcement Operations/Procedures
Forensics Criminalistics
Mountain Rescue

CLASS FEES FOR 2010-2011

CRIMINAL JUSTICE cont.

Strategic Team Building I	\$24.00 per class
Police Biking Techniques	\$15.00 per class
Traffic Accident Investigation	\$16.00 per class
Criminal Law	\$16.00 per class
Criminal Investigations II	\$60.00 per class
Command Spanish for Law Enforcement	\$72.00 per class
Forensic Wound II	\$35.00 per class
EVOC Level II, III	\$60.00 per class
Supervised Police Training	\$174.00 per class
Police Firearms I	\$138.00 per class
Police Firearms II	\$160.00 per class
Police Firearms III	\$200.00 per class
SWAT I	\$105.00 per class
SWAT II	\$100.00 per class
Tactical Firearms	\$189.00 per class

FIRE SCIENCE

Fire Investigations I, II	\$10.00 per class
Firefighter I	\$66.00 per class
Firefighter II	\$30.00 per class
Technical Rescue I	\$5.00 per class
Technical Rescue II	\$35.00 per class
Hazardous Materials Technician	\$35.00 per class
Fire Apparatus Driver/Operator	\$25.00 per class
Incident Management	\$5.00 per class

INDUSTRIAL ED/INDUSTRIAL PRODUCTION

Electricity I, II	\$45.00 per class
Robotics	\$20.00 per class
Digital Logic/Circuits	\$40.00 per class
Electronics I, II	\$45.00 per class
Electrical Motor Control	\$84.00 per class
Hydraulic & Pneumatic Lab	\$50.00 per class
Industrial Production Seminar	\$220.00 per class

AG EQUIPMENT TECH-JOHN DEERE AG TECH

All John Deere Classes	\$25.00 per class
Except:	
Tractor Power Trains I, II & III	\$50.00 per class
John Deere Engine Systems	\$50.00 per class

PRACTICAL NURSING

KSPN Foundations of Nursing	\$244.00 per class
KSPN Foundations-Nursing Clinical	\$13.00 per class
KSPN Medical Surgical Nursing	\$36.00 per class
KSPN Maternal Child Nursing	\$149.00 per class

ADN NURSING

Foundations with Lab	\$244.00 per class
Introduction to Nursing Clinical	\$13.00 per class
Nursing Clinical	\$144.00 per class
Health Alterations Clinical	\$13.00 per class
Advanced Clinical Skills	\$157.00 per class
Complex Health Clinical	\$52.00 per class

PRACTICAL NURSING BRIDGE

LPN Transition Course	\$52.00 per class
Advanced Clinical Skills	\$160.00 per class
Health Alterations Clinical	\$13.00 per class

PARAMEDIC TO NURSING BRIDGE

Foundations	\$288.00 per class
Intro to Nursing Clinical	\$18.00 per class
Medical Surgical Nursing	\$227.00 per class

EMERGENCY MEDICAL TECH

First Responder	\$48.00 per class
FR to EMT-Basic Bridge	\$47.00 per class
Emergency Medical Technician-Basic	\$97.00 per class
Emergency Medical Technician-Inter	\$152.00 per class
Medical Emergencies	\$561.00 per class
Cardiology	\$232.00 per class

ALLIED HEALTH

Paraprofessional Health Team Seminar	\$10.00 per class
Rehabilitative Aide	\$10.00 per class
Certified Nurse Aide	\$39.00 per class
Certified Nurse Aide Orientation	\$20.00 per class
Nursing Home Med Aide	\$139.00 per class
Home Health Aide	\$10.00 per class
Certified Medication Aide Update	\$10.00 per class

MEAT & AGRO

Applications of Global Positioning Systems	\$5.00 per class
Soils and Soils Lab	\$10.00 per class
Crops and Crops Lab	\$10.00 per class
Comp. Farm and Ranch Records	\$5.00 per class
Meat and Carcass Evaluation	\$25.00 per class
Class. Grading & Selection of Meats	\$25.00 per class
Animal Science and Industry Lab	\$25.00 per class
Intro to Food Science	\$15.00 per class
Principles of Meat Science	\$20.00 per class
Farm Animal Reproduction Lab	\$25.00 per class

WELDING

Engineering, Testing, Inspection, and Codes	\$20.00 per class
Shielded Metal Arc Welding	\$20.00 per credit hour
Gas Metal Arc Welding	\$20.00 per credit hour
Gas Tungsten Arc Weld	\$20.00 per credit hour
Special Projects	\$20.00 per credit hour
Special Topics	\$20.00 per credit hour
Cutting and Gouging Processes	\$20.00 per credit hour
Introduction to AWS Welding	\$20.00 per credit hour
Intermediate AWS Welding	\$20.00 per credit hour
Brazing and Soldering	\$20.00 per credit hour
Advanced AWS Welding	\$20.00 per credit hour
Layout and Fabrication	\$20.00 per credit hour

CLASS FEES FOR 2010-2011

INDUSTRIAL PRODUCTION SEMINARS

Basic Electrical Motor Controls	\$1,000.00 per seminar
Advanced Electrical Motor Controls	\$1,250.00 per seminar
AC Variable Frequency Drives	\$1,250.00 per seminar
Industrial Sensors	\$1,250.00 per seminar
Basic PLC/SLC Programming	\$1,000.00 per seminar
Advanced PLC/SLC Programming	\$1,250.00 per seminar
PLC Loop Controls	\$1,250.00 per seminar
Operator I	\$1,185.00 per seminar
Operator II	\$1,285.00 per seminar
Technician I	\$1,285.00 per seminar
PSM/RMP	\$1,185.00 per seminar
Boiler I (2 credit hours)	\$785.00 per seminar
Boiler I (3 credit hours)	\$1,285.00 per seminar

OUTREACH CLASS FEE SCHEDULE

Only classes meeting at the Bryan Education Center pay these fees.

COMPUTER SCIENCE

All CSCI courses	\$5.00 per class
Senior Computer Lab	\$25.00 per class

HUMANITIES & FINE ARTS

Reading 091, 092 & 093	\$9.00 per class
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OUTREACH CLASS FEE SCHEDULE – all sites

HEALTH, PE & RECREATION

First Aid (Red Cross Certification)	\$6.00 per class
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ALLIED HEALTH

Certified Nurse Aide	\$39.00 per class
Certified Nurse Aide Orientation	\$20.00 per class
Nursing Home Med Aide (CMA)	\$139.00 per class
Home Health Aide	\$10.00 per class
Paraprofessional Health Team Seminar	\$10.00 per class
Certified Medication Aide Update	\$10.00 per class

AUTO MECHANICS

Small Gas Engines	\$20.00 per class
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**Bryan Education Center
Garden City Community College
Facility Usage Policy**

Position Statement:

The facility of the Bryan Education Center has been provided by Garden City Community College and the people of Scott County for the support of the college programs. GCCC students and staff have first priority in scheduling any use of the Bryan Education Center facility. After these have been satisfied, the facility may be available to other organizations and groups. It is incumbent upon the BEC staff to ensure that the facility remains in clean and usable condition for its intended use.

The utilization of the Bryan Education Center facility is a privilege that may be withdrawn when there is abuse, damage, destruction of facilities, or when used for a purpose not intended. Garden City Community College and the Bryan Education Center retain the right to deny any request for the use of the facility that appears to be in opposition to its best interest.

Charges may be waived when deemed necessary. The Director of the Bryan Education Center shall make such waivers.

Scheduling Facility

The Director of the Bryan Education Center shall be responsible for scheduling the facility for usage. A signed contract must be returned to the Bryan Education Center two weeks prior to the scheduled event. No changes will be allowed within 24 hours of the event.

External Facility Usage Policies

The following guidelines are to be followed in scheduling the Bryan Education Center for use by external customers.

1. All individuals and groups must clear dates, times, rooms, facilities, etc., with the Director of the Bryan Education Center. No room may be used until the Director of the Bryan Education Center has given his/her approval.
2. All groups and/or individuals using the Bryan Education Center shall pay for the custodial services required for using college buildings, rooms, areas, etc. However, no custodial charge shall be made to approved users if custodians on regular duty can handle the services required for the special usage. When the Director of the Bryan Education Center deems special custodial services necessary, the Director of the Bryan Education Center will assign the custodian(s).
3. Tables, chairs, audio-visual equipment, etc., shall not be removed from a room without prior permission. No college property, material, equipment, etc., may be removed from the facility. All equipment will be set up and taken down by the assigned staff.
4. Alcoholic beverages and drugs shall be prohibited on the property of the Bryan Education Center. Garden City Community College facilities are tobacco free.
5. All local groups and/or individuals using college facilities **must** satisfy the Director of the Bryan Education Center that they will guarantee orderly behavior, and **shall** agree to underwrite the cost of damages that result from usage. All users must agree in writing to make restitution for damage to equipment, building, and materials. No further usage of facilities will be granted, if failure to comply.
6. All fees shall be paid to the Bryan Education Center.
7. A Facility Usage Contract must be completed and approved by the Director of the Bryan Education Center and signed by the local or area individual and/or by an authorized representative of the local or area group two weeks prior to the scheduled event.
8. Garden City Community College and/or the Bryan Education Center reserve the right to alter or change the fees related to facility usage at any time.
9. The views expressed by individuals and group representatives who use the Bryan Education Center facility are the views of these individual and group representatives and do not reflect the views of the college Board of Trustees, the college staff, or the college administration.

Fee Assessment for External Users of BEC Facilities

Definitions

For-Profit Users Shall be defined as those users whose businesses are intended to make a profit in the business they conduct.

Non-Profit Users Shall be defined as those users whose businesses are intended to serve the public and are supported by tax dollars or gift dollars.

Exceptions Charges may be waived to allow other taxing entities to use college facilities when the college is using the facilities of these other taxing entities. The Director of the Bryan Education Center shall make such a waiver.

Additionally, if non-profit organizations host an event that charges admission or sells products, a fee may be assessed. The Director of the Bryan Education Center shall make this determination.

Fees for Facility Usage

For-Profit Users

- \$40 per 4-hour segment (one room)
- \$60 per 8-hour segment (one room)
- \$80 per 4-hour segment (multipurpose room—2 rooms)
- \$100 per 8-hour segment (multipurpose room—2 rooms)
- \$10 set-up fee (covers coffee, cups, napkins, condiments and/or meetings beyond normal hours of operation)

Non-Profit Users

- \$25 per 4-hour segment (one room)
- \$35 per 8-hour segment (one room)
- \$30 per 4-hour segment (multipurpose room—2 rooms)
- \$50 per 8-hour segment (multipurpose room—2 rooms)
- \$10 set-up fee (covers coffee, cups, napkins, condiments and/or meetings beyond normal hours of operation)

Fees for Technology

- \$25 for use of any technology equipment (projector, laptop, sound, etc.)
- \$10 for Internet access
- \$15 per student for computer usage
- \$15 per student for Telenet2 usage

Fees for Custodians

- \$20 per hour
- \$30 per hour for work on holidays, weekends, or days Center is otherwise closed

PROPOSED CHANGES beginning FY11

Community Use of College Facilities (including Bryan Education Center in Scott City)

In establishing policies governing the use of College facilities, it is the desire of the Board of Trustees to make these facilities available for college, community and/or organizational activities when they do not interfere with College programs.

Grounds

Requests to use any GCCC field or surface for an organized activity must be made through the proper channels. Requests for GCCC athletic fields and facilities are schedule through the Assistant Athletic Director. Requests for joint facilities, i.e. Tangeman Complex, are made through the Assistant Athletic Director in consultation with the City Recreation Commission's Superintendent.

Classroom Rental Fees Facility Use Pricing

PERSONNEL COST:

Custodian \$20 per hour

Technician \$30 per hour

Computer Technician \$30 per hour

Technician is required 30 minutes prior and 30 minutes after event/per day of event

FACILITY (For Profit Organization or Event):

Endowment Room \$50/4-Hour Segment

Broncbuster Room \$40/4-Hour Segment

Bill Kinney Room \$40/4-Hour Segment

Cafeteria/ACAD LH/SCMA LH \$100/4-Hour Segment

Classroom \$40/4-Hour Segment

Computer Lab \$15/Per Student for 4-Hour Segment (minimum of 4 students)

Penka Foods Lab 1037 \$50/4-Hour Segment

Fine Arts Auditorium \$50/Hour (technician required)

Gym – Functions (East & West) \$100/Hour

Gym- Games/M-F (East & West) \$50/Hour

Gym Games/S & Su (East & West) \$70/Hour

Track (non-school sponsored) \$200/Use (Due at signing)

FACILITY (Non-Profit 501 © 3 or © 6 organizations):

Computer lab \$10/Per Student for 4-Hour Segment (minimum of 4 students)

All classrooms, meeting rooms & lecture halls \$25/4-Hour Segment

PENK Foods Lab 1037 \$30/4-Hour Segment

Auditorium \$25/Hour (technician required)

Gyms \$50/Hour

Track \$100

EQUIPMENT & TECHNOLOGY:

Audio-visual (screen, projector, laptop) – \$25

Polycom/ITV – \$25

Bookings/Details

College buildings and facilities shall be made available to public groups and individuals for public service activities as freely as is consistent with State Statutes and Board of Trustees policies. The office of the Dean of Continuing Education & Community Services shall be responsible for scheduling buildings and facilities for usage.

The following guidelines are to be followed in scheduling rooms for non-commercial use:

1. All college-affiliated individuals and groups, as well as non-college-affiliated individuals and groups, must clear dates, times, rooms, facilities, etc. with the office of the Dean of Continuing Education & Community Services. No building, room, or area may be used until the office of the Dean of Continuing Education & Community Services has given approval. There shall be no custodial charges made for facility usage by college-affiliated groups. However, the statement on commercial usage shall govern individuals affiliated with the college if admission is charged or collections are used in connection with the use of a room, auditorium or area.
2. Tables, chairs, and audio-visual equipment, etc. shall not be removed from the room, building, or area. No college property may be removed from the campus.
3. Alcoholic beverages shall be prohibited in all college buildings and on all college property. GCCC is a tobacco-free campus.
4. All groups and individuals using college facilities will guarantee orderly behavior and will underwrite any damages which might result from such usage. All users must agree, in writing, to pay restitution for damage to equipment, buildings, materials, etc., before usage approval is granted.
5. No custodial charge shall be incurred if custodians, on regular duty, can handle the services required for the special usage. If additional custodial services are required, the custodial fee shown above will apply.
6. Regular building hours range from 7:45 a.m. to 10 p.m., Monday through Friday. Normally, facility usage will not be scheduled beyond 10 p.m.
7. Facility usage not covered by this policy and extended use of college facilities (rooms, buildings, areas, or fields) shall require special action of the College President.
8. All charges shall be paid to the College Business Office.
9. All individuals and groups which use the Fine Arts Auditorium must be assigned a technician.
10. Charges may be waived to allow other taxing entities to use college facilities. Permission to have fees waived shall be approved by the College President.
11. The views expressed by individuals and groups' representatives who use Garden City Community College facilities are the views of these individuals /or group representative and do not reflect the views of the College Board of Trustees, the college staff, or the college administration.
12. Garden City Community college is not liable for any injuries or other acts of any individuals or groups using college facilities. Any party using college facilities must provide the college with a Certificate of Insurance upon request.

Proposed Facility Usage Fees for 2010-11

GCCC	Current	Proposed	Notes
For Profit			
Endowment Room	\$30/4-hour segment	\$50/4-hour segment	
Broncbuster Room	\$25/4-hour segment	\$40/4-hour segment	
Bill Kinney Room	\$25/4-hour segment	\$40/4-hour segment	
Cafeteria/Lecture Halls	\$25/4-hour segment	\$100/4-hour segment	
Classrooms	\$20/4-hour segment	\$40/4-hour segment	
Computer Lab	\$15/per student/per 4-hour segment	add: minimum 4 students	
Penka Foods Lab	\$30/4-hour segment	\$50/4-hour segment	
JOYC Auditorium	\$25/hour	\$50/hour	Technician required.
Gym - Functions (East & West)	\$100/hour	no change	
Gym - Games/M-F (East & West)	\$50/hour	no change	
Gym - Games/S & Su (East & West)	\$70/hour	no change	
Track (non-school sponsored)	\$200/use due at signing	no change	
Non-Profit			
Computer Lab	\$5/per student/per 4-hour segment	\$10/per student/per 4-hour segment (minimum 4 students)	
Classrooms, meeting rooms, lecture halls	\$10/4-hour segment	\$25/4-hour segment	
JOYC Auditorium	\$25/hour	\$35/hour	
Gyms	\$50/hour	no change	
Track	\$100/use	no change	
Personnel			
Technician	2 hours @ \$30	1 hour @ \$30	30 minutes prior and 30 minutes after event/per day of event
Custodian	\$20 per hour	no change	
Equipment & Technology			
Projector, laptop, sound, etc.	n/c	\$25/use	Technician required
Internet access	n/c	n/c	Technician required
Polycom/ITV	n/c	\$25/use	Technician required

Remove: "Facility Use Charge for classrooms and meeting rooms will be waived if GCCC food service contractor caters event."

Bryan Education Center**Current****Proposed****Notes**

For Profit			
One room	\$20/per 4-hour segment	\$40/per 4-hour segment	
One room	\$40/per 8-hour segment	\$60/per 8-hour segment	
Multipurpose room	\$40/per 4-hour segment	\$80/per 4-hour segment	
Multipurpose room	\$80/per 8-hour segment	\$100/per 8-hour segment	
Set-up fee	\$10	no change	

Non-Profit			
One room	\$10/per 4-hour segment	\$25/per 4-hour segment	
	\$20/per 8-hour segment	\$35/per 8-hour segment	
Multipurpose room	\$20/per 4-hour segment	\$30/per 4-hour segment	
	\$40/per 8-hour segment	\$50/per 8-hour segment	
Set-up fee	\$10	no change	

Personnel			
Custodian	\$12 per hour	\$20 per hour	
	\$18 per hour over 8 hours/day	n/a	
	\$24/hour holidays, weekends	\$30/hour holidays, weekends	

Equipment & Technology			
Projector, laptop, sound, etc.	\$25	no change	
Internet access	\$10	no change	
Polycom/ITV	n/a	n/a	

GARDEN CITY COMMUNITY COLLEGE

2010-11 ACADEMIC CALENDAR

Aug 2010

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Sep 2010

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26	27	28	29	30		

Oct 2010

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24	25	26	27	28	29	30
31						

Nov 2010

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28	29	30				

Dec 2010

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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Jan 2011

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23	24	25	26	27	28	29
30	31					

- ### August
- 12 Faculty Reports - Division/Department Day
 - 13 In-service (FT Faculty/Staff)
 - 16 Orientation/Assessment Day
 - 17 Registration Day
 - 18 Classes Begin

- ### September
- 6 LABOR DAY - No classes
 - 7 Classes Resume
 - 14 FALL BREAK Faculty Work Day - No classes
 - 1:00 PM Midterm Grades Due in Registrar's Office
 - 15 FALL BREAK Faculty Holiday - No classes
 - 18 Classes Resume

- ### October
- 15 Spring Enrollment begins for currently enrolled students only
 - 22 Last day to withdraw from regular Fall semester classes
 - 24 THANKSGIVING BREAK begins - No classes
 - 29 Classes Resume
 - Spring Enrollment begins for ALL students

- ### November
- 13 Final Exams
 - 14 Final Exams
 - 15 Final Exams
 - 16 1:00 PM Final grades due in Registrar's Office - Faculty Work Day
 - Semester Ends

- ### December
- 13 Final Exams
 - 14 Final Exams
 - 15 Final Exams
 - 16 1:00 PM Final grades due in Registrar's Office - Faculty Work Day
 - Semester Ends

- ### January
- 3 Registration Week begins
 - 10 Faculty Reports - In-service
 - 11 Division/Department/Office Day
 - 12 Classes Begin

- ### February
- 21 PRESIDENT'S DAY - No classes
 - 22 Classes Resume

- ### March
- 1 Summer Enrollment begins for ALL students
 - 11 1:00 PM Midterm Grades Due in Registrar's Office
 - 14 SPRING BREAK begins - No classes
 - 21 Classes Resume

- ### April
- 6 Enrollment/Advising/Testing Day
 - Fall Enrollment begins for currently enrolled students only
 - 18 Last day to withdraw from regular Spring semester classes
 - 22 EASTER BREAK begins - No Classes
 - 26 Classes Resume
 - Fall Enrollment begins for ALL students

- ### May
- 14 Commencement
 - 16 Final Exams
 - 17 Final Exams
 - 18 Final Exams
 - 19 1:00 PM Final grades due in Registrar's Office - Faculty Work Day
 - Semester Ends
 - 23 Summer Session 1 begins (3 weeks)
 - 30 MEMORIAL DAY - No classes
 - 31 Classes Resume

- ### June
- 10 Summer Session 1 ends
 - 13 Summer Session 2 begins (6 weeks)

- ### July
- 4 INDEPENDENCE DAY Holiday - No classes
 - 5 Classes Resume
 - 22 Summer Session 2 ends

Feb 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

Mar 2011

S	M	T	W	T	F	S
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6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Apr 2011

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24	25	26	27	28	29	30

May 2011

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22	23	24	25	26	27	28
29	30	31				

Jun 2011

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Jul 2011

S	M	T	W	T	F	S
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

THIS CALENDAR IS SUBJECT TO CHANGE. (Check with your Advisor or the Office of the Dean for changes.)

Consent 6

GARDEN CITY COMMUNITY COLLEGE

2011-12 ACADEMIC CALENDAR

Aug 2011

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Sep 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Oct 2011

S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Nov 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Dec 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Jan 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August

11 Faculty Reports - Division/Department Day

12 In-service (FT Faculty/Staff)

15 Orientation/Assessment Day

16 Registration Day

17 Classes Begin

September

5 LABOR DAY - No classes

6 Classes Resume

October

13 FALL BREAK Faculty Work Day - No classes
1:00 PM Midterm Grades Due in Registrar's Office

14 FALL BREAK Faculty Holiday - No classes

17 Classes Resume

November

14 Spring Enrollment begins for currently enrolled students only

21 Last day to withdraw from regular Fall semester classes

23 THANKSGIVING BREAK begins - No classes

28 Classes Resume
Spring Enrollment begins for ALL students

December

12 Final Exams

13 Final Exams

14 Final Exams

15 1:00 PM Final grades due in Registrar's Office - Faculty Work Day
Semester Ends

January

2 Registration Week begins

9 Faculty Reports - In-service

10 Division/Department/Office Day

11 Classes Begin

February

20 PRESIDENT'S DAY - No classes

21 Classes Resume

March

1 Summer Enrollment begins for ALL students

9 1:00 PM Midterm Grades Due in Registrar's Office

12 SPRING BREAK begins - No classes

19 Classes Resume

April

4 Enrollment/Advising/Testing Day
Fall Enrollment begins for currently enrolled students only

6 EASTER BREAK begins - No Classes

10 Classes Resume

16 Last day to withdraw from regular Spring semester classes

23 Fall Enrollment begins for ALL students

May

12 Commencement

14 Final Exams

15 Final Exams

16 Final Exams

17 1:00 PM Final grades due in Registrar's Office - Faculty Work Day
Semester Ends

21 Summer Session 1 begins (3 weeks)

28 MEMORIAL DAY - No classes

29 Classes Resume

June

8 Summer Session 1 ends

11 Summer Session 2 begins (6 weeks)

July

4 INDEPENDENCE DAY Holiday - No classes

5 Classes Resume

20 Summer Session 2 ends

Feb 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

Mar 2012

S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Apr 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2012

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Jun 2012

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Jul 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

THIS CALENDAR IS SUBJECT TO CHANGE. (Check with your Advisor or the Office of the Dean for changes.)

Consent
H

FEBRUARY AND MARCH 2010 MONITORING REPORT

EXECUTIVE LIMITATIONS

General Executive Constraints #9

MONTHLY

Page 7

There shall be no conflict of interest in awarding purchases or other contracts.

CEO's Interpretation and its justification: If any employee or Board member has interest in, owns or has family members that have an interest in any business that does business with GCCC, the Board is to be notified.

Data directly addressing the CEO's interpretation: No purchases were made during the month from businesses in which Board members or employees have any interest.

EXECUTIVE LIMITATIONS

General Executive Constraints #10

MONTHLY

Page 7

The President shall not allow for purchases without first giving consideration to local businesses, with a maximum 10% premium to local businesses.

CEO's Interpretation and its justification: For all purchases \$2,500 and over, a bid sheet is required and a 10% consideration is made to local businesses before awarding the bid.

Data directly addressing the CEO's interpretation: Purchases over \$2,500 were reviewed. Local businesses were given consideration when their bid price was less than 10% more than vendors outside our area.

EXECUTIVE LIMITATIONS

Asset Protection #5

MONTHLY

Page 12

The President shall not make any purchase (a) of over \$2,500 without having obtained comparative prices with consideration of quality; (b) of over \$10,000 without competitive bids and due consideration regarding cost, quality, and service; and (c) of over \$20,000.

CEO's Interpretation and its justification: The interpretation of this is exactly as stated: a) no purchases are made over \$2,500 without comparative bids with consideration of quality; b) no purchases are made over \$10,000 without competitive bids regarding quality, cost and service and c) no purchases over \$20,000 without approval of the Board or approval of a contract to pay by the Board. Annually the Board approves our utilities providers and these are paid without Board approval as are purchases made under contract with Great Western Dining.

Data directly addressing the CEO's interpretation

Bid sheets were attached to all requisitions over \$2,500, unless the items purchased were covered under the campus annual bids or were a single source provider

Purchases over \$10,000 requiring bid sheet:

- Check #194635 to Garden City Telegram for \$15,423.77 for various invoices. Bid sheet indicated single source provider.
- Check #195048 to MTC Inc. for \$15,481.00 for 28 laptop computers and cart purchased with Title V funds. Bid sheet indicated lowest bid accepted.
- Check #195303 Mariana Industries for \$11,796.99 for cosmetology student kits. Bid sheet indicated lowest bid accepted.
- Check #195311 to Pivot Pont Industries for \$10,134.34 for cosmetology student kits. Bid sheet indicated single source provider.

Payments over \$10,000 not requiring bid sheets:

- Check #194489 to City of Garden City for \$39,688.97 for utilities.
- Check #194496 to Dick Construction for \$20,573.00 for work done on the Academic Building. The Board approved this project at the November 2009 Board meeting.
- Check #194498 to Finney County Economic Development Corporation for \$12,000 for partnership funding.
- Check #194505 to Great Western Dining for \$42,299.93 for various invoices.
- Check #194512 to Keller-Leopold Insurance for \$119,127.00 for property and liability insurance. The Board approved the insurance renewal at the January Board meeting.
- Check #194515 to Maquet Inc., for \$27,222.60 for a ventilator for the Allied Health Program. The Board approved this purchase at the November 2009 Board meeting.
- Check #194531 to Seminole Energy Services for \$12,603.73 for utilities.
- Check #194619 to Commerce Bank for \$13,297.99 for purchase card charges.
- Check #194742 to Broncbuster Bookstore for \$145,425.07 for Fall09 scholarship books.
- Check #194756 to Garden City Roofing for \$13,918.00 for repairs to hail damaged roofs. The Board approved this project at the May 2009 Board meeting.
- Check #194809 to Blue Cross and Blue Shield of Kansas for \$104,587.86 for February health insurance premiums.
- Check #194853 to Dick Construction for \$40,023.00 for work done on the Academic Building. The Board approved this project at the November Board meeting.
- Check #194886 to Republic Refrigeration for \$12,529.00 for work on the Ammonia Refrigeration Program's 5th system. The Board approved this project at the June 2009 Board meeting.
- Check #195020 to the City of Garden City for \$36,886.89 for utilities.
- Check #195023 to Commerce Bank for \$10,529.63 for purchase card charges.

- Check #195034 to GMCN Architects for \$17,460.36 for professional services and mechanical hardware for the Academic Building project. The Board approved this project at the November Board meeting.
- Check #195036 to Great Western Dining \$39,680.07 for various invoices.
- Check #195057 to Seminole Energy for \$29,292.01 for utilities.
- Check #195979 to Blue Cross and Blue Shield for \$103,422.92 for March health insurance premiums.
- Check #196020 to Broncbuster Bookstore for \$107,209.43 for Spring 10 scholarship books.

MARCH 2010 MONITORING REPORT ANNUAL REPORT

EXECUTIVE LIMITATIONS

ANNUAL

General Executive Constraints #12

Page 7

The president shall not initiate new programs or retain existing programs without consideration of cost-effectiveness and overall value.

CEO's Interpretation and its justification: New programs will be evaluated for cost effectiveness before they are presented to the Board for approval. Overall value to the institution will be made after cost effectiveness is determined. The overall value will include impact on the community, need for the program and closest program to Garden City.

Current programs are reviewed on a three-year cycle and cost per credit hour is a portion of that evaluation. When the President presents a program to be discontinued, all pertinent information will be presented. We are aware that there are high cost programs based on number of students the lab or clinical will allow, instructor costs based on market value and cost of equipment in the program. When programs constantly lose enrollment after classes start could be an indication of an instructor problem, classes that do not get enrollment for the start of class is either a recruitment problem or students are not interested in that course. These are all discussed with the department when the program is reviewed every 3 years. If a problem persists the program is reevaluated annually.

Data directly addressing CEO's interpretation:

Through our annual review process, we review which programs need to be examined for viability. These processes contain cost effectiveness and overall value of the program to the community. Advisory committees are used in each program to ensure that we are teaching the appropriate curriculum and employment needs.

We are currently expanding our welding program to help meet the needs of our employers. We are also waiting on a decision regarding the Holcomb Station plant so we can reconstruct our Construction Trades and Apprenticeship programs. The community based federal grant was rescinded therefore; we will need to find alternate funding for the construction and building trades.

It appears as this will be the time to RIF programs and people. We are planning for a \$1.2 million dollar cut in the budget. Every program enrollment and cost per credit hour has been evaluated, every department outside of instruction has been reviewed and we will be proposing a reduction in force at this meeting.

Essential Skills Ends Report – Spring 2010

Essential Skills: Students will possess essential skills.

CEO's Interpretation and its Justification: The President will ensure that measures are in place to determine if individual students are progressing in the essential skills area. The initial Compass tests will place students into math, reading and English courses. Those who test into developmental courses will be assessed at the end of each semester to determine if they are prepared for college-level work. If trends show that the students are continually misplaced, the testing levels will be reviewed. If the passing rates are not acceptable in developmental courses, the curriculum will be reviewed. If students have not had an introductory computer course in high school they will be required to take one at the college level. The Work Keys testing will also tell us if students are improving to levels appropriate for their chosen field of study.

Adult Basic Education, GED and ESL students are assessed every 12 hours to determine if progress is being made toward the exiting high school goal to get them ready to attend college classes.

1. Students will have the essential skills of interpersonal communications, including speaking, listening and writing.

Academics

Basic English

Term	Enrolled	Passed (C or better)	Success Rate
Spring 2006	68	38	55.9%
Fall 2006	115	65	56.5%
Spring 2007	45	19	42.2%
Fall 2007	155	89	57.4%
Spring 2008	64	29	45.3%
Fall 2008	143	75	52.4%
Spring 2009	84	34	40.5%
Fall 2009	171	75	43.9%

Analysis of Basic English Success Rates

- Four-year comparisons show that enrollment numbers have steadily risen except for Spring 2007
- Success rates have dropped significantly during the spring 2009 and fall 2009 semesters
- More students are coming to GCCC without the necessary communication skills to compete on a collegiate level
- Over the past year we have experienced a higher need for adjunct instructors to meet student needs
- Analysis of Compass scores reveals a significant number of students scoring in the lower half of the overall range for placement into developmental English classes
 - Cutoff score for placement into English I is 65
 - More students are scoring between 0-37

Essential Skills Ends Report – Spring 2010

English Department Actions/Goals

- Develop a second level developmental English class to meet the needs of students scoring in the lower half of the Compass range described above
 - Many of the other community colleges in the state already have a second level developmental English class
 - Cutoff placed at 37 (nationally normed score by Compass)
 - Implementation of class set for Fall 2010
 - Students will be re-tested by Compass upon the completion of this class to determine growth
- Incorporate a department-wide attendance policy
 - Developmental students tend to miss class a lot
 - The policy would enforce the concept that the student must attend class in order to learn what is taught
- The English department will monitor the success and retention data from this level in order to refine cutoff scores and curriculum
- Discussions have started to implement a non-credit summer English “boot camp” concept which would immerse students in the subject area in an attempt to prepare them for college level classes
- The English department continues to conduct curriculum alignment meetings with Garden City High School English faculty and with the GED/ABE faculty here at the college

Adult Learning Center

- In the first half of FY10, the ALC has 386 participants attending classes for a total of 33,111 hours of instruction which resulted in 85 average hours per enrolled participant.
- 88 enrolled in adult basic education, 28 in GED preparation and 270 in English as Second Language classes.
- 143 of the 386 participants, or 37% percent, made educational gains on standardized assessments.
- Of 38 participants who listed “earning a GED” as their goal, 63 percent (24 ABE students) achieved their goal.

Kansas Adult Education & Family Literacy FY2009	State & Federal Funding	Core Outcomes	Number of Participants
FY09 Kansas totals	\$4,828,998.00	9,763	8,916
FY09 GCCC totals	\$260,466.00	469	481
GCCC’s % of Total State & Federal Funding	5.39%		
GCCC’s % of Kansas Total Core Outcomes	5.39%		

Bryan Education Center

- College Skills Development course was taught with six students enrolled.
- Eight students completed Interpersonal Communications I course.
- Administered 32 sessions for Compass placement testing (33% increase from fall 2008)

Essential Skills Ends Report – Spring 2010

- Administered 19 Nelson-Denny Reading tests for grade equivalency compared to 7 in 2008

Educational Talent Search

- ETS students have translated information for parents and also interpreted at various workshops on financial aid, college admissions, and college preparation.
- Tutoring is offered 12 hours a week for ETS students who need assistance with any homework, including speeches, essays, and study skills. This is especially beneficial for ESL students.
- Nine students researched and wrote web pages for a website.
- Six students completed a photo essay for a national contest.
- Seven students wrote scripts for three-minute PSAs or movies and actually produced the movie for a contest.

Project Destiny

- 51 students participated in the High School Equivalency Program (HEP) Region 1 (southwest Kansas) in five locations including Garden City, Ulysses, Scott City, Syracuse and Lakin.
- 15 math workshops were offered on Saturdays to provide students strategies and skills needed to better prepare students for the Math GED Official Exam.
- 100% participants in Project Destiny participated in campus tours to encourage them to enroll in college classes upon graduation from the GED program.
- In October 2009, HEP successfully completed the third year of the grant. The GCCC HEP program exceeded the graduation rate goal among participants by 25% and exceeded the number of participants served goal by 56%.
- In the past year, participants from all sites combined received 4,380 hours of Spanish GED instruction.
- Since October 2009, 68% of participants have graduated with a GED diploma.

2. Students will have reading skills appropriate for their chosen field of endeavor.

Academics

Reading Improvement I

College Reading

Term	Enrolled	Passed (C or better)	Success Rate	Enrolled	Passed (C or better)	Success Rate
Spring 2006	11	8	72.7%	25	17	68.0
Fall 2006	16	8	50.0%	63	34	54.0%
Spring 2007	9	6	66.7%	31	20	64.5%
Fall 2007	14	5	35.7%	57	36	63.2%
Spring 2008	10	6	60.0%	23	9	39.1%
Fall 2008	22	15	68.2%	67	42	62.7%
Spring 2009	21	11	52.4%	36	23	63.9%
Fall 2009	20	9	45.0%	95	57	60.0%

Analysis of Reading Success Rates

- Reading Improvement classes typically enroll students who place very low on placement tests

Essential Skills Ends Report – Spring 2010

- This group includes students who are placed in the fall block cohort classes
- In the last three semesters, the number of students who test into Reading Improvement classes has nearly doubled
- Accurate initial placement of students into the developmental reading classes has proven cumbersome
 - Compass scores tell us that the student needs developmental reading
 - They do not accurately place the student in the appropriate level
 - Students are re-tested with the Nelson-Deny assessment tool for proper placement after they enroll in the developmental reading classes. They are then moved to the appropriate level for them if those scores determine a necessary change
- College Reading enrollments reflect the developmental needs in reading most GCCC students require
 - Enrollments have steadily increased during the past three semesters in College Reading as well
 - The need for more sections of developmental reading during the fall semesters is obvious

Reading Department Actions/Goals

- The current method of placing students into developmental reading classes has proven cumbersome and confusing
 - Students are placed into developmental reading and enroll in the level (Reading Improvement or College Reading) according to Compass scores
 - Students are re-tested the first day of class with the Nelson-Deny and many are moved from one level to the other
 - The Compass assessment is accurate for most levels of developmental classes and it provides us with valuable comparative data
- Beginning in the fall 2010 semester, students will continue to take the Compass to determine if they need developmental reading classes
- Those who test into developmental reading will then be required to come back to take the Nelson-Deny for accurate placement
 - The department discussed the concept of abandoning the Compass placement test for reading in favor of the Nelson-Deny but ultimately rejected the idea
 - Cost is much higher for the Nelson-Deny
 - There are only three or four versions of the Nelson-Deny
- The anticipated result of testing in this manner will be that students will be placed in the appropriate class the first day and there will be much less add-drops required
- Students will also be required to re-take the Nelson-Deny upon completion of the class to determine growth

Adult Learning Center

- ALC's GED program is working with GCCC's English department. The collaboration is developing reading and writing curriculum that will prepare GED students to enter college level English classes.
- Ten ESL students received employment out of 27 students who had the goal of entering employment. 250 students have retained their employment through skills learned in the ESL classes.
- Increase in hours has improved students skills in advancing from level to level in achieving their goals.

Essential Skills Ends Report – Spring 2010

Educational Talent Search

- Middle school students attended a 6-week workshop to increase reading skills and vocabulary.
- Approximately 90% of ETS students have passed the Kansas Reading and Math Assessments.
- Practice questions for the state reading assessment are available at tutoring sessions on an individual or small group basis.

3. Students will have the essential math skills.

Academics

College Math				Intermediate Algebra			
Term	Enrolled	Passed (C or better)	Success Rate	Term	Enrolled	Passed (C or better)	Success Rate
Spring 2006	137	73	53.3%	Spring 2006	125	75	60.0%
Fall 2006	152	85	55.9%	Fall 2006	118	50	42.3%
Spring 2007	96	44	45.8%	Spring 2007	106	56	52.8%
Fall 2007	161	67	41.6%	Fall 2007	92	53	57.6%
Spring 2008	121	56	46.3%	Spring 2008	84	42	50.0%
Fall 2008	177	96	54.2%	Intermediate Algebra with Review			
Spring 2009	106	56	52.8%	Spring 2008	127	37	30.1%
Fall 2009	176	79	44.9%	Fall 2008	210	97	46.2%
				Spring 2009	189	86	45.5%
				Fall 2009	241	113	46.9%

Analysis of Math Success Rates

- Intermediate Algebra with Review was piloted in the spring 2008 semester with full implementation in the fall of 2008
 - These classes meet five days a week and the goal was to raise both success and retention rates
 - While success rates have leveled off in the mid-forty percentiles, the retention rates have improved
 - With the rise in enrollments and the increased credit hours needed for the Intermediate Algebra with Review classes, it has become a serious challenge for the math department to match the need for added developmental math sections with available and qualified manpower
- Enrollments in all developmental math classes have risen over the past three semesters significantly

Math Department Actions/Goals

- The math department is looking into the need for another level of developmental math for those students with very low placement scores
 - The department is reluctant to add this level as it will force students with low scores to add a semester of math classes

Essential Skills Ends Report – Spring 2010

- An additional level of developmental math may prove necessary in the future; however, it is looked upon as a last resort while other avenues to improve success rates are being explored
- The department is reviewing placement scores on the Compass for more efficient placement
- Discussions have begun to include a summer “boot camp” consisting of non-credit immersion-type math classes through Adult Basic Education in an effort to allow students to enroll in higher college-level math classes
- The department has participated in curriculum alignment discussions with the Garden City High School faculty and with the GED/ABE faculty here at the college

Adult Learning Center

- ALC’s GED program is working with GCCC’s Math department. The collaboration is developing math curriculum that will prepare GED students to enter college level Math classes.
- Improved instructional curriculum
- Increase in hours has improved students skills in advancing from level to level in achieving their goals.

ETS

- Fifteen high school students completed the six-session graphing calculator workshop and received a graphing calculator from ETS.
- Peer tutors who have completed calculus, as well as college students, are available to tutor students.
- Practice questions for the state math assessment are available at tutoring sessions on an individual or small group basis.

Project Destiny

- Project Destiny has offered more than 100 hours of intensive math tutoring during organized Math Workshops every Friday and twice a month on Saturdays as needed for all students in the program.
- Students are offered practice tests with time to help them practice skills they have not mastered.
- Practice tests are offered with and without calculators to help students build confidence in their skills.

4. Students will have the essential computer skills.

Academics

- At this point, there is no mandatory placement in computer classes and the college does not offer developmental computer skills classes
- A clear definition of “essential computer skills” was devised and approved last fall
- Discussions were initiated revolving around the development of an essential skills computer class
 - Discussions included a mandatory placement tool, curriculum development, and indicators of success
 - At this point, no decisions to proceed have been made
 - Students with essential skills needs are presently getting those needs met through curriculum requirements in a wide variety of classes
 - An accurate placement tool does not exist and would have to be built

Essential Skills Ends Report – Spring 2010

- Student needs vary greatly so accurately targeted curriculum development has proven difficult

An Essential Computer Skills team has been identified, but finding the time to meet has not yet materialized.

Adult Learning Center

- GED students were given scholarships to take a college introduction to technology course. GED students are assessed on their computer skills and given instruction as needed.
- Incorporated computer instruction into their curriculum to improve student's computer skills.
- Students are introduced to the WIN prerequisite courseware
- Complete registration forms on-line for Kansas Works
- Create an account to start the process of taking Work Keys.
- The Work Keys testing will also tell us if students are improving to levels appropriate for their chosen field of study.

Bryan Education Center

- Basic computer skills were taught with five students, compared to four in fall 2008.
- Introduction to Computer Concepts & Applications was taught with four students.
- Computer lab was open daily for students and local patrons.
- Spanish students enrolled in Project Destiny utilized the computer lab as needed.

Business & Industry Institute

- 169 enrollments in computer training courses

ETS

- ETS offered computer workshops in website design, media, and photo essay. The students learned to use the following computer programs: Photoshop, Dreamweaver, Moviemaker, and Flash.
- ETS has laptops for checkout for students participating in the workshops and computer activities.
- Two students are working on a new website for ETS.
- An ETS student was instrumental in developing the new website for Garden City Community College.

Work Preparedness Ends Report – Spring 2010

Work Preparedness: Students will be prepared for success in the workplace.

CEO's Interpretation and its Justification: Students taking certificate and degree programs at GCCC will have the technical skills and soft skills necessary to enter their field of training. The training provided to students enrolled in short term courses developed to upgrade skills shall be taught with industry standard practices and allow people to gain the skill necessary to maintain, advance or change their career.

1. Students will have the skills and knowledge required for successful entry into the workplace.

Adult Learning Center

- GED students are being taught Math, Reading, and Writing at the level they are prepared for 100 level college courses. Students are taught resume writing. GED students participate in the WIN program which teaches and assesses vital job skills such as reading for information, locating information, and work place math.
- 33 participants received a Work Ready Certificate.
- 139 participants were registered into WIN prerequisite courseware (available from KAN-GO)
- 83 participants completed an On-line registration for KansasWorks

Bryan Education Center

- Six students explored the Discover Career Planning online program

ETS

- One ETS student is working in the IT department on the GCCC website.
- ETS students participated in the FCCLA program at the high school where they learned run a successful meeting using Roberts Rules of Order, sewing projects, and Academic Advancement.
- 112 ETS students have been assisted in creating a resume of activities, leadership roles and awards and achievements to be used for college applications and possible job applications.

Project Destiny

- 100% of HEP participants complete a Career/Educational Plan indicating their academic and personal goals as well as their priorities upon graduating from the GED Program.

Project KANCO

- Each participant in the CAMP program must follow a Career Educational Plan which includes a set of classes and training required to advance in their career or find a job upon graduating from GCCC.

Technical Education

Curriculum Projects

The curriculum alignment process has been revised by the Technical Education Authority. This new process allows for feedback from colleges and industry throughout the process. The process is as follows:

Survey local advisory committees

Work Preparedness Ends Report – Spring 2010

Complete research on current programs at colleges and industry based credential options
 State business and industry meeting with recommendations
 14 day formal comment period for college presidents
 Curriculum meeting # 1
 Administrative review # 1
 14 day formal comment period for college presidents
 Curriculum meeting # 2
 Administrative review # 2
 14 day formal comment period for college presidents
 Business and industry review and endorsement
 14 day formal comment period for college presidents
 TEA Program/Curriculum Committee approval
 TEA approval
 Board Academic Affairs Standing Committee approval
 KBOR approval
 Implementation

At this time Auto Technology and Welding Technology programs are in a 14 day formal comment period.

As a part of the Perkins follow-up report, graduates are tracked after graduation. Graduates and employers are also asked to rate their GCCC education in relation to their ability to perform their job. The surveys indicate that students are well prepared and able to find employment in their area of study. GCCC Program Completion Follow-up Report follows:

PROGRAM	EMPLOYED RELATED FIELD			EMPLOYED UNRELATED FIELD			ADDITIONAL EDUCATION			MILITARY			UNEMPLOYED			STATUS UNKNOWN		
	06-07	07-08	08-09	06-07	07-08	08-09	06-07	07-08	08-09	06-07	07-08	08-09	06-07	07-08	08-09	06-07	07-08	08-09
Program																		
Ag Equipment	7	15	11	0	1	1	0	1	0	0	0	0	0	0	0	1	0	0
Agriculture	2	8	4	0	2	1	3	7	8	2	0	0	0	3	0	0	0	0
Mid-Mgmt	0	2	1	0	0	0	0	0	0	0	0	0	0	0	0	3	0	0
Cosmetology	9	24	12	6	2	3	0	0	0	0	0	0	1	10	2	20	3	4
Criminal Justice	13	8	10	0	3	1	0	5	8	0	0	0	0	1	0	8	5	2
Fire Science	1	13	8	0	1	1	0	0	0	0	0	0	0	0	0	0	1	0
Automotive*	4	3	0	0	0	3	0	1	7	0	0	0	0	0	0	2	2	0
Paramedic	4	10	8	0	0	1	0	0	0	0	0	0	0	0	0	4	1	0
Nursing (ADN)	14	14	19	0	0	0	0	0	1	0	0	0	1	0	0	9	3	0
Nursing (LPN)	7	7	12	1	0	2	0	3	0	0	0	0	0	0	0	5	0	3
Computer Science**	-	0	0	-	0	1	0	3	2	-	0	1	-	0	0	-	3	2
Business System Networking & Telecommunication.**	-	3	1	-	0	0	-	1	0	-	0	0	-	0	0	-	1	1
Industrial Maintenance . Technology	1	1	2	1	1	0	0	0	0	0	0	0	0	0	0	3	1	2
Total	63	111	88	12	10	14	3	21	26	2	0	1	2	14	2	58	21	14

* One (1) 2006-07 Automotive graduate is deceased.
 **CSCI and BSNT data collection initiated in 2007-08.
 0 = No responses in this category

Work Preparedness Ends Report – Spring 2010

WorkKeys® Assessment Scores of GCCC Graduates

GCCC has used the ACT WorkKeys ® assessment as an outside assessment tool. Students take two of the three WorkKeys ® test in College Skills Development classes. Each Degree and Certificate graduate is required to take two out of the three WorkKeys ® tests as a part of the outcomes assessment process. This procedure has been problematic because the students may not take the same test upon exit as they did on entry. This procedure is being reviewed and revised. Better data is needed to develop strategies to improve curriculum instruction and assist students to become successful.

Graduates of the following programs must successfully pass state or national licensure exams. Their success rate is indicated in the following table:

Program	Pass Rate*			2008-09
	2005-06	2006-07	2007-08	
Nursing (ADN)	100%	79.3%	81.25%	95%
Nursing (PN stand alone)	100%	100%	87.5%	84.6%
Nursing (PN Bi-level)	N/A	N/A	100%	100%
Paramedic	87.5%	80%	100%	81%
Nurse Aide Courses	94.3%	97%	86%	95%
Certified Medication Aide	100%	95%	96%	100%
Home Health Aide	100%	100%	83%	No courses
Cosmetology	95%	97%	86%	89%
Fire Science	N/A	100%	99%	97%

* In all programs, students who do not pass the first time may retest. Thus, students who have not passed at this point may be on schedule to test again.

2. Students will have the work ethics, discipline and collaborative skills necessary to be successful in the workplace.

Adult Learning Center

- GED students are taught problem solving skills in a group atmosphere. Students often work in small groups to solve problems. GED students must use workplace behavior during class.
- Four participants received a Gold WorkReady certificate, 17 Silver, and 12 Bronze

Technical Education

All programs use a variety of strategies to help students learn workplace skills that are valued by employers. These include team building exercises, time management skills, professionalism activities, and attendance. These strategies are then expanded in clinicals and internships when they demonstrate these skills to future employers.

3. Students will have the skills and knowledge necessary to maintain, advance or change their employment or occupation.

Adult Learning Center

- GED students are taught problem solving skills in a group atmosphere. Students often work in small groups to solve problems. GED students must use workplace behavior during class. GED students are taught and practice problem solving skills.

Work Preparedness Ends Report – Spring 2010

- Participants have advanced this year in receiving a higher level certificate than previous years.

Kansas Small Business Development Center

From July 1, 2009, to Dec. 31, 2009, the GCCC Regional KSBDC worked with 70 clients for a total of 551 hours of counseling, prep and travel time. Six workshops were offered with 49 participants, covering topics that included Budgeting, Cash Flow, Kansas Tax Issues, and Steps to Startup. More than 37% of the client base is minority (Hispanic, Black, American Indian and Asian).

In addition to regular client meetings and trainings, the staff responded to 328 individual short-term requests for information (telephone, walk-in, email & fax) representing 246 hours of assistance.

Technical Education

GCCC searches for multiple options for students to maintain, advance, and/or change their employment. Short term training includes:

Paramedic to RN Bridge program

Practical Nursing to Associate Degree Nursing

First Responder to EMT-B

Ammonia Refrigeration (Operator I, II, Technician, Refresher, PSM/RMP)

Automation (Basic & Advanced PLC5/SLC500, Basic & Advanced motor controls,
AC Variable Frequency Drives)

Department of Public Safety (credit and non-credit classes)

Welding

Fire

Personal Enrichment Ends Report – Spring 2010

Personal Enrichment

***CEO's Interpretation and its Justification:** The President will assure that persons taking personal enrichment classes are satisfied with their courses and that their goal for taking the class was met. This will consist of a class evaluation of all community service, personal enrichment classes. GCCC will offer classes for all ages and will assess needs and want through personal contact, surveys and popular activities.*

1. Recipients pursuing individual interests will be personally enriched.

Personal Enrichment

- Personal enrichment enrollments increased 3.5% in Fall 2009 compared to Fall 2008.
- Revenues increased by more than two-and-half times from \$3,826 in Fall 2008 to \$9,424 in Fall 2009.
- Moved Woodworking and Upholstery classes from credit to non-credit. The two woodworking classes and the upholstery class had full enrollments.
- Garden City Area Chamber of Commerce Gift Certificates are now accepted for Personal Enrichment and Business & Industry Institute classes.

Bryan Education Center

- Two “Selling on eBay” personal enrichment classes met with a total of 12 students, generating \$396 in fees.
- “Pronto Spanish for the Workplace” was taught with five participants.

ETS

- Sixteen rising freshmen and four rising seniors visited the zoo in Omaha, Neb., and a soccer game at Creighton University. They also attended a workshop on applying for the Gates Millennium Scholarship. This was made possible through a grant from the Kansas Board of Regents in partnership with GCCC and ETS.
- Workshops were offered to students on financial management, life skills, technology and photography.

2. Community outreach will serve the needs of all citizens.

Bryan Education Center

- Partnered with Scott County Extension to host monthly KAN programs
- Provided an information booth with the assistance of the SWKS Regional Prevention Center at the Scott County Wellness Fair. More than 500 people attended the fair.
- KPERS held an all-day workshop with 12 participants and three presenters.

Finney County Young Professionals

- Reorganized executive committee to reflect a broader diversity of members and included new members who wanted to be more involved

ETS

ETS serves 650 Finney County students with the potential and desire to go to college or technical school. Most of those served are first-generation college and/or are low income students. Three parent meetings were held this year to share information about the importance of students completing a rigorous high school curriculum, financial aid, and academic success.

Workforce Development Ends Report – Spring 2010

Workforce Development

***CEO's Interpretation and its Justification:** GCCC staff and faculty will collaborate with other entities to determine employer needs. These needs can be determined by personal visits, surveys and discussions with other public entities. Using grant resources the college shall work with local businesses to expand or develop their workforce. When a need arises personnel will work with a company to develop the appropriate training.*

1. Workforce development will be responsive to community economic development and employer needs.

Bryan Education Center

- SW KS Regional Prevention Center held a training workshop with 10 participants.
- KSBDC met with clients throughout fall semester.
- Eleven businesses/organizations/education services held meetings/workshops/testing for a total of 319 participants with \$190 in fees generated.

Business & Industry Institute

All Business & Industry courses are designed to be responsive to community and employer needs. Staff meets regularly with Finney County Economic Development, Downtown Vision, Chamber of Commerce and many businesses and individuals each month to create and implement a targeted training schedule and business-specific contract trainings. Programs include continuing education units for the industries of insurance, plumbing, HVAC, and electricity; short-term computer software courses; supervisory and leadership; career skills development; Spanish for the workplace; and safety programs. Online non-credit courses have expanded again this year to include career certification programs and eleven additional continuing education programs in the areas of health and industrial safety.

Other activities:

- Enrollments in Fall 2009 were 18.8% higher than Fall 2008
- Nine customized contract training with 209 employee enrollments
- Managed USD 457 Challenge Course contract with 554 enrollments
- Sold two, outside training contracts for the Challenge Course
- Held a semi-annual Business & Industry Advisory Board and followed up with a customer survey.

Technical Education

Technical Education programs work with their advisory committees and industry partners to ensure employer needs are being met. Graduate and employer surveys, typically collected after the Spring semester, are also used to determine the effectiveness of education as it applies to the workplace. The following are results of training through workforce development grants.

- Impact grant with Palmer was closed. Ongoing communications are in place to respond to future needs of the company.
- Eight students in the Tyson Fresh Foods program will complete their certificate in Industrial Maintenance in April. Tyson has expressed a desire to continue the program. Plans to recruit the next cohort are underway. The next class will begin in June 2010.
- 99 participants have been trained through the Dept. of Commerce Welding Grant

Workforce Development Ends Report – Spring 2010

- Eight participants have been trained through the Dept. of Commerce Ammonia Refrigeration/Boiler Operator Grant

In addition, there are numerous other short term training opportunities in other areas. This information is presented in the Work Preparedness section.

MARCH 2010 Ends REPORT

ENDS:

SEMI-ANNUAL

Academic Advancement

Students desiring academic advancement will be prepared for successful transfer to other colleges and universities.

#1 Students will have the appropriate knowledge of transfer requirements.

#2 Students will have the academic prerequisites sufficient for successful transfer.

Academic Advancement has always been a primary goal of Garden City Community College. In order to determine how successful our students are in achieving the Academic Advancement Ends, the college continues to collect supporting data from the transfer institutions.

Maintaining relationships with transfer institutions is vital to ensuring transfer success for our students. In this past year GCCC has hosted advising luncheons with Wichita State, Newman University and the University of Kansas. Administrative staff members from Kansas State, Fort Hays State, Pittsburg State, Kansas University, Emporia State, Baker University, Newman University, and Wichita State have also traveled to our campus to visit with GCCC administrators about forming new community/technical college partnerships and to strengthen existing ones in an effort to create a more seamless transition for students to complete their educational goals.

Quality academic advisement is a service and function that GCCC takes very seriously. Effective advising programs are dependent upon proper course placement, career exploration for undecided students, career planning, strong learning assistance programs, and continuous improvement through training. A strong, comprehensive advising program helps in the retention of students which in turn leads to successful persistence toward the completion of degrees or the attainment of students' selected goals including the achievement of the Academic Advancement Ends for our transfer students. During the fall 2009 semester, the counseling staff offered the ACT Assessment of Academic Advising Survey to students to garner their opinions and suggestions regarding the GCCC Academic Advising program. A summary of data included from the survey is included in this report.

Additionally, the most recent information gathered and prepared to assist the college in ascertaining if our students are meeting the Academic Advancement Ends includes the fall 2008 Transfer Analysis information from Kansas State University and the Non-Returning Student Survey results including the respondent's comments.

Fall 2008-KSU Cumulative GPA By Range (GCCC Students Only)

Range	New Transfers	Continuing Only	All Students
3.01-4.00	36.84% (14)	41.12% (81)	40.43% (95)
2.01-3.00	31.58% (12)	41.12% (81)	39.57% (93)
1.01-2.00	18.42% (7)	10.15% (20)	11.49% (27)
0.00-1.00	13.16% (5)	7.61% (15)	8.51% (20)

Total Students 235

* GCCC had higher percentages of students (80%) at 2.01 GPA or higher than those students who started traditionally at KSU (70.46%). Additionally, the average term GPA for GCCC students attending KSU in fall 2008 was 2.726 compared to 2.542 for those students who started at KSU.

Fall 2008 Additional KSU Information

Kansas State University also provides community colleges with student performances in selected courses. The following information compares the fall 2008 GCCC transfer grades in some of these courses with all transfer students and native KSU students. Courses selected had at least 10 students from GCCC enrolled. This data also indicates that our former students are adequately prepared for transfer success at KSU.

<u>Course</u>	<u>GCCC</u>	<u>Other Transfers</u>	<u>Native Students</u>
Acct for Business Operations	2.85	2.20	2.47
Principles of Biology	3.00	1.50	1.67
Intro to Info Tech	3.00	3.37	3.30
Macroeconomics	2.13	2.60	2.31
Microeconomics	2.75	1.75	2.25
Intro to Human Development	2.00	3.67	3.00
World Regional Geography	2.67	3.25	2.90
Analytic Geometry & Calc II	3.00	2.75	2.80
Management Info Systems	3.25	1.67	2.57
Bus & Econ Statistics II	3.00	2.80	2.83

Former Students' Survey

The annual Admissions Department Survey to students (those enrolled in at least six credit hours at GCCC during the fall 2008 semester but who were not enrolled for the fall 2009 semester) comments are also included in this report (see below). The survey gathers demographic statistical information on these students and determines if our transfer students felt that GCCC's Academic Advancement Ends were met for them to successfully transfer.

Non-returning students were given the option to complete the survey on-line or to return the hard copy in a self-addressed, postage-paid envelope. A copy of the survey is attached, along with the

statistical results and individual student comments. Most comments were very positive and students indicated that the college was successful in helping them meet these Ends.

Additionally, in order to assist in determining if ENDS have been met and to assist in the measurement of this END, it was determined that additional questions be added to the survey which pertain to advising. This provides another measurement method for students' satisfaction with transfer and knowledge of requirements.

Again, as in the past, not all students transferred. As some of the responses indicated, many of the students were enrolled in classes not located on the campus (Outreach students, EduKan students); therefore, they did not use academic advising from assigned faculty advisors. The counseling staff serves as the advisors for EduKan students. This allows students to have access to an established group of advisors at GCCC, and contact information for advising questions they encounter as a virtual learner.

Adult Learning Center

- Twenty seven participants expressing the goal of PSE and 59% achieved (16 students enroll in PSE)
- Of 16 transition students have a total of 108 credit college hours. (9 FTE)
- GED students are given Math and English curriculum that will prepare them to enter college level Math and English classes.
- Students are more knowledgeable of what Garden City Community College offers and what is required to enter a Junior college or a four year university by the transition career advisor.
- Students are guided through campus by the transition advisor.
- Students are given the opportunity to participant on campus events
- GED students are given Math and English curriculum that will prepare them to enter college level Math and English classes.
- ALC participants are taking the college prerequisites; Michigan placement test (ESL) and COMPASS test (GED).

Bryan Education Center

- 2009 fall semester enrollment resulted with the following totals: 15 courses for 40 credit hours; 114 registered students; 304 hours generated; and the FTE was 20.26. **The 2009 fall semester FTE increased 100%.**
- 2009 fall semester enrollment for Scott Community High School students for concurrent credit resulted with the following totals: six courses for 17 credit hours; 63 registered students; 182 hours generated; and the FTE was 12.13. **The 2009 fall semester FTE increased 160%.**
- ITV (interactive television) fall courses accommodated 32 students for 13 credit hours at the Scott City site. (A **78% increase in students**)
- Official ACT testing site: 54 participants (**increase of 64%**)
- Proctoring services accommodated four students taking seven online exams
- GCCC counselor assisted six students at the Bryan Center with individual education plans.
- **Online Certified Nurse Aide** course was taught by Scott City instructor with nine students enrolled.

Project Destiny

- Upon graduating from the HEP program, participants receive information on college classes and careers.
- 34% of participants in the program have been referred to Transition Coordinator on campus.

Project KANCO

- All students participate in transfer and scholarship workshops which include a campus tour to KSU and other universities according to their majors.
- Students also participate in online discussions at <http://www.blogger.com>, a blog for KANCO participants and their mentors. This is a cybermentoring piece of the grant where students from all three program institutions share information and experiences with one another.
- Eligible CAMP students can apply for dedicated scholarship and internship opportunities.
- All KANCO students looking to transfer to a four-year university will receive assistance with scholarships and transfer information.
- All KANCO students receive a list of prerequisites according to their majors and are encouraged to work on those classes previous to their transfer to a 4-year university.

March 2010 Monitoring Report

GARDEN CITY COMMUNITY COLLEGE STUDENT FOLLOW UP SURVEY

«LABEL»

Phone: WP_PHONE
Major: WP_MAJOR1

Current

Address _____

Work Phone (_____) _____ Home Phone (_____) _____

Someone who will always know how to reach you:

Name _____ Relationship _____

Address _____

Reason for not re-enrolling for Fall 2009 at GCCC: (Check all that apply.)

_____ I graduated from GCCC.

_____ I am employed as a _____ for _____
Position/title Company

_____ I am in the Armed Forces.

_____ I am on an official church mission.

_____ I am working in the Foreign Aid Service or the Federal Government.

_____ I am not employed.

_____ I reached the personal and educational goals I had planned to reach at GCCC.

_____ I completed GCCC courses and I wanted to transfer to another school.

School _____ Location _____ Major _____

_____ GCCC was not the right school for me. Please explain:

What was the best thing about attending GCCC?

Are there any changes you would recommend based on your experience at GCCC?

Do you feel that your GCCC courses were adequate in each of the academic areas to prepare you for your present university, (i.e. English mathematics, sciences, social sciences) as well as your major courses? Yes _____ No _____ Comments:

Were you aware of the requirements that you needed for your major (at your transfer university) when you were taking classes at GCCC? Yes _____ No _____ Comments:

Were you satisfied with the academic advising you received at GCCC? Yes _____ No _____ Comments:

How many times did you meet with your advisor per semester? 0 _____ 1-3 _____ 4 or more _____

What would you encourage students currently attending GCCC to study, participate in, or focus on as they prepare to transfer?

**Student Survey
2008-2009
(Non-returning Students, Fall 2009)
Responses are reported as they were written.**

Reasons for not re-enrolling for the Fall 2009 semester at GCCC: (check all that apply)

- I graduated from GCCC 15
- I am employed as a: 9
 - Registered nurse
 - Customer service agent
 - Sales clerk
 - RN – occupational health
 - Substitute teacher
 - Kitchen aid
 - Registered nurse
 - CNA/Unit Clerk
- I am in the Armed Forces 0
- I am on an official church mission 0
- I am working in the Foreign Aid Service or Federal Government
- I am not employed 7
- I reached the personal and educational goals I had planned to reach at GCCC 11
- I completed GCCC courses and I wanted to Transfer to another school – KSU, WSU, JCCC, KU, West Texas A&M, FHSU, Univ. of North Texas, ESU, Newman, Sterling, Univ. of Neb-Omaha, Ouachita Baptist 19
- GCCC was not the right school for me. Please explain: 7
 - Bad roommates, personal issues. Not much of an on-campus person
 - I was not ready to go back to school. I was forced to go and I did not succeed.
 - I want to find a better profession that suits my everyday life cycle. I want to go into auctioneering.
 - I am going to enroll

What was the best thing about attending GCCC?

- The people that worked there.
- Closeness and everyone is like family here.
- Class size
- More one on one attention in classes with teachers.
- My instructors have all been great. I have not had a single instructor that I felt was not well suited for their position.
- Instructors
- The small campus, great instructors, superb Student Support Services Program, PTK, HALO Clubs that allowed so much involvement from me.
- I the one thing I really like at GCCC is the friendly staff. Anytime I've needed a favor and asked a staff member to help, they immediately responded and helped with any activity I needed assistance with.
- The assistance from all the staff.

March 2010 Monitoring Report

- Going back to school and the instructors were so helpful.
- The small classes.
- My teachers
- The teachers are good about helping students out when it is needed.
- The teachers are good about helping you when you need it.
- Small classes, lots of support.
- Economical
- I was one step closer to reaching my long-term career goal.
- Cool teachers. Great science dept. loved dissection team with Lee.
- Its teachers (Kay Davis, Mr. Lee, etc.)
- Helpful staff, location, small class sizes, inexpensive tuition.
- Rodeo team, staff & faculty, atmosphere.
- It was a fun experience.
- Affordability
- I had great teachers and they helped me much!
- The friends I made while I was there.
- Able to get dual credits with HS.
- The student center.
- It was cheap and close to home.
- Class size, convenient and instructors were knowledgeable.
- Instructors, small classes, football coaches, friends
- Small classes, teachers equally reached.
- Small school, great friends
- Got me prepared for a university
- Saving money while learning the same information
- Small classes
- Thought I was going to get a better education.
- Basketball experience
- My advisor was great. He really made my experience at GCCC worth while.
- I felt we were able to build relationships that aren't built at big universities.
- Football program and coaches

Are there any changes you would recommend based on your experience at GCCC?

- No
- Once you start your classes please don't quit it is very hard to start up again.
- None
- No, they were all good some classes could be short though like the hour and a half to two hour classes.
- More classes and find more instructors to teach courses.
- Some teachers I felt were hard to communicate with, or seemed unfriendly, which led me to being hesitant of asking them questions.
- Nothing I can think of
- Safety in the parking lot, more lights
- No
- None

March 2010 Monitoring Report

- I would like to see the sidewalk north of the science and math building fixed. It is under water after a rain or snow storm. It is irritating to get your feet wet. The parking lot north of Fine Arts Building is underwater too.
- No
- Nope
- No
- Look at re-structuring the RN program
- Nothing, I loved it.
- None
- No
- Nothing. Everything is ok!
- No
- More afternoon classes
- The Bistro should have longer hours.
- Better teachers (some)
- Higher level courses to prepare for higher level institutions.
- I should have been more focused
- Bring more speakers, musicians, comedians as special events
- Need classes offered in summer to actually be given!
- Quality of education could be improved with more knowledgeable instructors
- Not for GCCC but for myself
- No
- More scholarships for Kansas residents away from Garden City
- Dorms

Do you feel that your GCCC courses were adequate in each of the academic areas to prepare you for your present university (i.e. English Mathematics, Sciences, and Social Sciences) as well as your major courses? Responses: 37 yes (80.4%), 4 no (8.7%), 5 NA (10.9%)

- Definitely those GCCC instructors & courses were valuable. They over-prepared me for this university.
- Classes easy like high school.
- Not everything transferred though.
- Much too easy, does not prepare well for real life in a 4 year college.
- Classes not as much lecture as at my present university.

Were you aware of the requirements that you needed for your major (at your transfer university) when you were taking classes at GCCC? Responses: 20 yes (64.5%), 7 no (22.6%), 4 NA (12.9%)

- I wasn't planning to transfer.
- The college prep course helped a lot.
- I did not know what my major would be until this year.
- I did not decide where I was going until Fall before graduation.

Were you satisfied with the academic advising you received at GCCC? Responses: 34 yes (72.4%), 4 no (8.5%), 9 NA (19.1%)

- My advisor let me know which school was the best to attend after meeting all my required classes here and also advised me on classes I can take here that transfer if needed.
- Mr. Ruda was extremely helpful.
- Great business advising. I knew exactly what classes to take in order to obtain my degree.
- Mrs. Greathouse is an amazing advisor and I would highly recommend her for any student who was interested in being able to choose the exact classes that they wanted and not what other teachers recommend.
- Kathy Blau and Sheila Hendershot were very helpful and answered all my questions.
- Most of the time.
- Some counselors need to slow down and take more time when helping with schedules.
- Dan Evans was a great resource in the athletic training.
- Yes, my advisor Kurt Peterson did everything possible for me to reach my goals.
- Didn't feel anyone wanted to work with me.
- I transferred to another college barely. I had to question numerous times to ensure I could transfer, this went on for weeks. Counselors need to talk more with athletic staff and verify!

How many times did you meet with your advisor per semester?

0 times	11 (23.4%)
1-3 times	27 (57.5%)
4 or more times	9 (19.1%)

What would you encourage students currently attending GCCC to study, participate in, or focus on as they prepare to transfer?

- Their classes. The better grade the better chance for a bigger college.
- Study
- Make sure they stay on top of things and up with the news on graduating and requirements for their degree.
- Phi Theta Kappa and Academic Excellence Challenge
- Make sure your courses transfer.
- I would recommend students to get involved. I was SGA Executive Treasurer and it was a great opportunity to get out and meet the students on campus and hear what their voice was about GCCC.
- Make sure you have done all you can at GCCC, because you won't get the individual attention you get here.
- Everything.
- It is a good school to attend before going to a university.
- The teachers are good about helping you out when you need it, its good school.
- Be aware of what courses actually transfer.
- Truthfully? I know it's tempting, but learn to balance your social life with your classes and homework. You never know what you've got until it's gone.
- See an advisor/counselor and lay out future plans for classes to take.
- Knowing what will transfer, work with advisor and stay focused. Phi Theta Kappa, SGA.

March 2010 Monitoring Report

- Learn time management skills, if you're not sure what you're interested in, take a few classes in different fields to expand your interests.
- Participate in activities and clubs (rodeo, etc) Plan according to where you want to go after GCCC. Don't take GCCC for granted!
- Follow their heart!
- Ensure classes are transferable before taking them @ GCCC.
- To offer many kinds of scholarships and accessibility of them.
- I would encourage all 3. Moving on to a major university was a big change in atmosphere and school work.
- Getting gen ed classes out of the way.
- Always prepare for tests, finish assignments, and don't bring "Alcohol on campus" you will get caught, (trust me)!
- I would encourage students to take classes while they are still in high school and then transfer. Wasting two years for an Associate's degree is useless.
- Get the Gen Eds out of the way!
- Focus on credits that will transfer and find out which ones will or will not.
- Wide variety of electives to see what interests you so you have a better idea what you want to study at a 4 year school or if you think you know still take different classes just to make sure.
- Don't give up because it's worth it at the end.
- Closely monitor differences in Gen ed equivalents at different universities.
- I think the most important thing is to use your resources to get as much experience as possible in your field of major.
- Stay there, find the answers to your questions and get the education I wanted but didn't get.
- What courses transfer – many of mine did not transfer to major area of study. Some counted as electives only and there is a limit to the number of electives.
- Yes.
- Ensure they are taking the correct and enough classes to transfer and/or graduate.

ACT ASSESSMENT OF ACADEMIC ADVISING SURVEY

PURPOSE FOR SURVEY

Following are the results of an ACT Survey of Academic Advising administered last spring. This survey is designed to provide institutions with student feedback regarding perceived effectiveness of advising services on campus. The results give a snapshot of student satisfaction as well as indicators of met and unmet advising needs. Survey results also provide comparative data for other 2-year public colleges. Periodic evaluation of GCCC's advising system supplies relevant data to guide in the program's modification and improvement. Results also demonstrate the impact academic advising has on the fulfillment of the college's mission and institutional outcomes. Ideally, this evaluation is repeated every 2 years.

GCCC SURVEY RESULTS

The ACT Survey of Academic Advising was administered November 2009. A total of 134 surveys were completed (6% of enrolled students and all fall graduates). Survey results were highly representative of the entire student body in terms of race/ethnicity, gender and residence classification (in-state/out-of-state). Age and enrollment status (full-time/part-time) were also representative of currently enrolled students. The top five categories of majors reflected 81.3% of completed surveys by major (community/personal services, health science/allied health, education, business, agriculture and undecided).

Survey results indicate GCCC advising *surpasses* national norms on *all* measures of student satisfaction. Results also confirm academic advising has a positive impact on individual success.

The survey shows GCCC's academic advising impacts fulfillment of the college's mission to "produce positive contributors to the economic and social well-being of society." Respondents rated GCCC's advisors highest in these three areas: dealing with personal problems and interests (4.63), continuing my education after graduation (4.56), and matching my learning style to particular courses, course sections, or instructors (4.50). (based on a 5-point scale).

Academic advising also positively influences academic advancement outcomes (students. . .will be prepared for successful transfer to other colleges and universities). Students gave advisors high marks for their help transferring to other institutions (4.56) and for their assistance meeting graduation, student teaching, certification and other requirements (4.49).

Overall, more than 67.4% of respondents rated GCCC's advising system above average at meeting their needs. At peer institutions this rating was only 47.9%. Only 4.9% felt their needs were less than adequately or very poorly met by the college's advising system, as compared to 12.8% nationally.

More than 54% of students completing the survey met four or more times with their advisor in the past year. Over 80% of *all* respondents said the number of meetings they had with their advisor met their needs. This figure exceeds other 2-year public institutions by 21%.

Nearly 52% of students surveyed spent 16 or more minutes each time they met with their GCCC academic advisor. Only 25% of students at other 2-year public institutions met this long with their advisor.

The following are the top five impressions of academic advisors at GCCC: 1) respects my right to make my own decisions (4.52); 2) is a good listener (4.50); 3) keeps personal information confidential (4.50); 4) is approachable and easy to talk with (4.46); and 5) respects my opinions and feelings (4.44).

GCCC advisors can continue to strive for excellence by connecting students to academic support services (obtaining remedial/tutorial assistance), enrolling students in developmental courses (improving my study skills and habits) and encouraging students to seek counseling services (coping with academic difficulties and dealing with personal problems).

ACT SURVEY OF ACADEMIC ADVISING

1

	National Norms (13 public 2-year institutions 8/03-7/08)	Survey Results
Total	8,757	134
Age		
25 & under	68.4%	80.0%
Over 25	27.9%	20.0%
Blank	3.7%	n/a
Race/Ethnicity		
Black	24.2%	4.1%
Native American	1.0%	.8%
White	57.5%	62.6%
Mexican American	2.4%	18.7%
Asian American	2.0%	0.8%
Other Latino/Hispanic	1.9%	4.9%
Other	2.3%	1.6%
Prefer not to respond	8.6%	6.5%
Classification		
Freshman	44.9%	54.8%
Sophomore	38.9%	42.7%
Junior	4.3%	0.8%
Senior	2.3%	0.8%
Graduate/Professional	1.0%	0.0%
Other & does not apply	8.5%	0.8%
Primary Purpose Entered		
No defined purpose/goal	4.0%	1.6%
Self-improve/personal satisfaction	2.6%	1.6%

March 2010 Monitoring Report

Take job related/required	1.9%	0.8%
Courses for transfer	29.7%	19.5%
Obtain/maintain certification	3.9%	9.8%
Complete voc/tech program	2.1%	5.7%
Obtain associate degree	46.6%	51.2%
Obtain bachelor's degree	3.5%	7.3%
Obtain masters	0.7%	0.8%
Obtain doc/professional degree	0.6%	1.6%
Blank	4.6%	n/a
Gender		
Male	38.3%	35.2%
Female	57.1%	64.8%
Blank	4.6%	n/a
Marital Status		
Unmarried (including div, widowed)	73.0%	78.4%
Married	17.0%	20.8%
Separated	1.6%	0.8%
Prefer not to respond	8.5%	0.0%
Enrollment Status		
Full-time	76.0%	95.2%
Part-time	21.5%	4.8%

ACT SURVEY OF ACADEMIC ADVISING

2

	National Norms (13 public 2-year institutions 8/03-7/08)	Survey Results
Last School Attended		
High school	60.8%	75.8%
Vocational/technical	9.2%	0.8%
2-year	10.7%	9.7%
4-year	12.7%	10.5%
Other	6.5%	3.2%
# Hrs/Week Employed		
0 or only occasional jobs	24.3%	36.8%
1-10 hours	6.3%	8.0%
11-20 hours	17.4%	27.2%
21-30 hours	18.3%	13.6%
31-40 hours	19.9%	11.2%
Over 40 hours	10.4%	3.2%
Residence Classification		
In-state student	92.1%	92.0%
Out-of-state student	3.3%	5.6%
International student	1.4%	2.4%
Overall College GPA		
A- to A (3.50-4.00)	19.2%	30.0%

March 2010 Monitoring Report

B to A- (3.00-3.49)	26.7%	33.3%
B- to B (2.50-2.99)	19.9%	18.3%
C to B- (2.00- 2,49)	14.9%	8.3%
C- to C (1.50-1.99)	4.2%	2.5%
D to C- (1.00-1.49)	0.9%	0.0%
Below D (0.00-0.99)	0.1%	0%
Have not established	8.3%	7.5%
Doesn't apply	0.8%	0.0%
College Residence		
Residence hall	4.0%	26.4%
Off campus room/apartment	15.7%	20.0%
Home of parents/relatives	43.5%	26.4%
Own home	28.0%	22.4%
Other	5.0%	4.8%
College Major Choice		
Community/personal services	4.7%	2.9%
Health science/allied health	17.7%	41.7%
Education	6.7%	7.8%
Business	8.2%	11.7%
Agriculture	0.9%	15.5%
Undecided	30.7%	2.9%
Advising system meets your needs		
Exceptionally Well	22.3%	39.8%
More than adequate	21.7%	27.6%
Adequate	38.4%	27.6%
Less than adequate	7.7%	3.0%
Very poorly	3.1%	1.6%
Blank	7.0%	n/a

ACT SURVEY OF ACADEMIC ADVISING

3

	National Norms (13 public 2-year institutions 8/03-7/08)	Survey Results
Current Advisor		
Faculty member	51.3%	83.7%
Advising center	24.5%	11.4%
Other college staff	4.1%	4.9%
Do not have an advisor	9.2%	0.0%
Other/blank	10.9%	0.0%
Input selecting advisor		
A great deal of input	24.6%	35.0%
Some input	20.0%	26.0%
Little or no input	42.7%	39.0%
blank	12.7%	n/a
How long w/this advisor		

March 2010 Monitoring Report

0 – 6 months	43.2%	64.2%
7 months – 1 year	19.6%	14.6%
1 – 1.5 years	10.4%	8.1%
1.5 – 2 years	9.3%	10.6%
Over 2 years	4.2%	2.4%
blank	13.2%	n/a
Changed advisor		
Yes, once	20.7%	27.9%
Yes, twice	4.0%	6.6%
Yes, more than 2 times	3.9%	2.5%
No	58.2%	63.1%
Blank	13.2%	n/a
Why most recent change		
Changed major	8.9%	36.5%
Moved into professional program	2.4%	9.6%
Advisor left	3.7%	9.6%
Institution changed advisor	5.5%	19.2%
Not satisfied w/advisor	3.2%	7.7%
Other	10.5%	17.3%
Blank	65.9%	n/a
# of meetings in past year		
Never	13.4%	5.8%
Once	19.7%	21.7%
Twice	20.1%	18.3%
Three times	13.6%	13.3%
Four or five times	10.3%	19.2%
More than five times	9.3%	21.7%
Blank	13.6%	n/a
# of meetings met your needs		
Yes	59.0%	80.0%
No	12.3%	9.2%
Undecided	13.8%	10.8%
Blank	14.9%	n/a

ACT SURVEY OF ACADEMIC ADVISING

4

	National Norms (13 public 2-year institutions 8/03-7/08)	Survey Results
Amt time spent each mtg		
Have not met with advisor	11.9%	5.7%
Less than 5 minutes	8.0%	9.8%
5 to 15 minutes	41.1%	32.8%
16 to 30 minutes	20.3%	37.7%
More than 30 minutes	5.3%	13.9%
Blank	13.4%	n/a

Academic Advising Needs 18 Topics: Satisfaction w/Advisor's Assistance (VS/5--S/4--N/3--D/2--VD/1)	Percent Discussed w/Advisor	GCCC	Percent Discussed Pub 2 Yr	Public 2 Yr
Top 5 GCCC				
1. Dealing with personal problems	20.9%	4.63	12.9%	4.25
2. Continuing my education after graduation	50.0%	4.56	29.1%	4.27
3. Selecting/changing my major area of study	35.8%	4.55	25.4%	4.20
4. Coping with academic difficulties	31.3%	4.50	20.7%	4.18
5. Matching my learning style to particular courses, course sections, or instructors	34.3%	4.50	22.5%	4.26
Bottom 5 GCCC				
1. Obtaining course credit through nontraditional means	23.1%	4.23	15.9%	4.13
2. Obtaining remedial/tutorial assistance	26.1%	4.32	19.5%	4.15
3. My academic progress	61.2%	4.34	41.5%	4.18
4. Finding a job after college/job placement	28.4%	4.39	13.6%	4.21
5. Dropping/adding courses	56.0%	4.43	41.2%	4.20

Impressions of Your Advisor 36 Statements (N/A--SA/5--A/4--N/3--D/2--SD/1)	GCCC	Public 2 Yr
Top 5 GCCC		
1. Respects my right to make my own decisions	4.52	4.10
2. Is a good listener	4.50	4.05
3. Keeps personal information confidential	4.50	4.06
4. Is approachable and easy to talk with	4.46	4.06
5. Respects my opinions and feelings	4.44	3.98
Bottom 5 GCCC		
1. Takes the initiative in arranging meetings with me	3.93	3.41
2. Encourages me to talk about myself and my college experiences	3.95	3.46
3. Encourages my involvement in extra-curricular activities	4.00	3.41
4. Anticipates my needs	4.06	3.64
5. Helps me explore careers in my field of interest	4.08	3.55

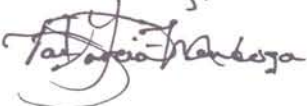
Noe Garcia-Mendoza
2911 Loraine Pl
Garden City, KS 67846

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

Dear Board of Trustees,

I am one of the high school students who benefited from a dual credit scholarship. I really appreciate that the college helps students take courses at the college. For me this scholarship is an investment for my future. Thank you very much for helping me receive an education that I would have not received if it was not for this scholarship.

Sincerely,



Noe Garcia-Mendoza



Ms Leona H Meadors
1501 N B St
Garden City, KS 67846

16 FEB 2018 PM 5 3



16 FIRST CLASS PERMIT 4818 GARDEN CITY, KS

President Carol Ballantyne
DCCC Board of Trustees
DCCC
801 Campus Drive
Garden City, KS 67846



Dear President Ballantyne,
DCCC Board of Trustees
& Staff,

Our family thanks you for
the beautiful flower arrangement
sent to Dad's memorial service.
His years with the college meant
so much to him! We appreciate
your thoughtfulness at his
passing!

Wayne Steitz
and Dale Meadows Family



**The First United Methodist
Church of Garden City, Kansas
wishes to thank you for the
memorial given in
loving memory of**

Pam Smith

**Sincerely,
The Memorial Committee**

*Thank you so much for your
contribution.*

Marcia Stapp

Jessica Noble, Office of the Secretary
Kansas Dept. of Health and Environment
1000 SW Jackson, Suite 540
Topeka KS 66612-1368

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\$00.449

02/19/2010

Mailed From 66612

US POSTAGE

Hasler

264-01

Tara Lightner
Garden City CC
801 Campus Dr.

Garden City, KS 67846

Tara-

Thanks so much for helping us reserve GCCC for our regional post-summit. I think we had a great crowd and a great conversation. Thank you again for arranging for everything. I hope we can work together again 😊

-Jessica Noble, Kansas Dept of Health and Environment



*Ownership
linkage*

*Your thoughtfulness
is greatly appreciated.*

*We would like to Thank
you for your generosity and the
opportunity to attend the Phi Theta Kappa
Honor Banquet in Topeka. We were proud to
be able to share this time with Kasey as
she was Honored for her achievements.*

Kick & Judy Scott

Incidental Information

GCCC Board of Trustees

March, 2010

Volunteers from the GCCC Technical Division and Continuing Education & Community Services Division, including the Adult Learning Center, represented GCCC Jan. 26-28 in the **KIUL/Mid-American Ag Network Farm and Ranch Show at the Finney County Exhibition Building**. In addition, the GCCC College Singers provided on-stage entertainment during the concluding day of the event. Among those visiting the GCCC booth were students and an instructor from the Dodge City Community College Agriculture

Maddy Christner successfully auditioned for the **Kansas All-State Orchestra for the second consecutive year**. As far anybody knows she is the first Garden City string player to be a member of this orchestra a second year. She has played one college audition at Kansas Wesleyan University and has one planned for Fort Hays State University as well. KWU has already offered her the maximum amount of money they can and we will see what FHSU can offer her. She has standing invitations to play with both the Hays Symphony and Salina Symphony when her schedule allows.

The 2010 Meats Team had an excellent day in placing classes at the **National Western Contest**. Unfortunately, we ran into another maturity call in this contest that took us from 2nd to 4th overall. It was an extremely tough contest for the grading rail and questions; one of the most difficult I have seen in my 10+ year coaching career. The team did win Lamb Judging, which makes 5 times in the last 7 contests that we have won lamb judging. The team placed in the top 5 in every category and with an 80 point swing on 1 maturity on a carcass, we were just 93 points out of 1st place.

Individually, we had some good performances. **Amanda White** (Garden City) placed 6th overall while also winning High Individual in Lamb Judging, 4th in Questions, 5th in Beef Judging and 8th in Pork Judging. **Brooke Giles** (Gustine, CA) was 7th overall placing 4th in Lamb Judging and 6th in Placings. **Brance Phelps** (Ulysses) was 13th overall placing 7th overall in Placings. **Kiala Pollman** (Holcomb) was 21st overall and was 8th in Lamb Judging. For alternates judging for GCCC, **Samantha Morgan** (Lakin) finished as the 11th high alternate individual overall and had the highest grading score in the entire contest, **Alyssa Kerckhove** (Gustine, CA) was 14th high alternate overall, **Marina O'Valle** (Curtis, NE) was 18th high alternate, **Blake Duff** (Scott City) was 22nd high alternate, and **Michael Jack** (Eustis, NE) was 23rd high alternate overall.

The 2010 Meats Judging Team had a dominating day as they **won the 2010 Southwestern Contest** by 78 points over the weekend. This marks the first time in GCCC History that a major contest has been won in consecutive years. The team had a great day as they won Beef Grading, Beef Judging, Total Beef, Questions and Placings. The team also placed 2nd in Pork and Lamb Judging.

Four CLC tutors have recently completed the criteria set by the College Reading and Learning Association to receive **Master Tutor Certification**. The tutors are Jacob Algrim, Jessica Bartel, Johanna Diaz and Kayelani Irvin. Please congratulate these students!

These students join the following staff members who also hold the Master Tutor Certification: Gloria Johnson, Tom Shane, Barbara Campbell, DeLisa Olsen and Janice Urie.

Forensics Team competed against twelve other schools (including six four-year universities), Gabby Stout (Dramatic Interpretation and Persuasive), Dora Herrera (Prose and Persuasive), Janet Huerta (Poetry and After Diner Speaking), and Joann Gonzalez (Program of Oral Interpretation and Critical Analysis) represented GCCC well. Both Janet and Joann scored well in preliminary rounds, advancing to finals in ADS and CA respectively. Janet's ADS addressed the topic of Nature Deficit Disorder and earned her a sixth place medal. Joann's CA examined a recent AIDS awareness advertising campaign and its implications. She placed fifth.

A total of 165 people turned out for **College Goal Sunday Feb. 21** at Garden City High School, setting an all-time attendance record. College Goal Sunday is a nationwide annual event, offering help for students seeking financial assistance to attend college or vocational-technical school. The Garden City segment, one of 20 across Kansas, was coordinated by GCCC Financial Aid Director Kathy Blau and drew 72 college-bound students, as well as 93 family members. Thirty-two GCCC, high school and community volunteers provided assistance in English and Spanish for students completing the Free Application for Federal Student Aid. Students attended from Deerfield, Dighton, Ingalls, Johnson, Lakin, Meade, Satanta, Scott City, Sublette, Syracuse and Ulysses, as well as Holcomb and Garden City. Winners of a random drawing for four scholarships of \$500 each included Mandy Westeman and Corey Schmidt, both of Syracuse; plus Annabelle Munoz and Mitchell Gaede, both of Holcomb. College Goal Sunday is sponsored by the National Association of Student Financial Aid Advisors and by the Kansas Association of Student Financial Aid Administrators. Kathy Blau also provided statewide leadership for the event this year.

The annual **American Red Cross/GCCC Blood Drive** that took place on Thursday, February 18. It was a very smooth and successful blood drive this year. It truly takes "a whole college" to pull this off. . We had 28 first time donors, which is the highest we have had in a while. And, of course, thank you to all the students and faculty who volunteered to help fill the positions. Also, thank you to PAPA JOHN'S for donating the pizza, Wal-Mart for the cash donation, and Sonic for the "free drinks." The winners of the SGA prize will divide the \$300.00 and include: TEL/CJ for the most participation, HALO for 100% participation, Dance Team for 100% participation

Cynthia Johnson attended the SCCC advisory meeting during their **Respiratory Therapy site visit** today. The site visitors were pleased to hear about the partnership between SCCC, GCCC and DCCC. Due to the number of students we have this year, it sounds like it would be feasible to make Garden City a satellite program. Seward did announce that the grant they had written to replace poly com equipment in GC and DC was awarded to them. Ed thought that maybe the equipment would be replaced during the summer. As far as the RT field goes, it looks like changes may be on the horizon in a few years. They talked a lot about community colleges articulating with universities for bachelor completion programs. DCCC passed out the brochure they use to promote the program. It looks strangely familiar. Oh wait, it was based off the flyer we created and he did give GCCC credit for it.

The Grounds Department was able to take advantage of the recent nice weather to make temporary repairs to **potholes and deteriorating asphalt in parking lots** and on college streets. Black Hills Energy will be working on the gas meters located at the southeast corner of campus. They will also **move the meters closer to the East Unit Dormitory Building**, which will improve the appearance of that corner of our campus.

DV Douglass Roofing **donated and installed new bronze colored**, metal roofs on the press box and dugouts at Tangeman Field.

As a way of determining levels of satisfaction with services offered, the Administrative Services Division has established **annual departmental surveys**. During February, the Physical Plant conducted their survey. The

survey requested satisfaction ratings for each of the departments within the Physical Plant. A total of 111 staff and 15 students responded to the survey:

The results were as follows:

Maintenance & HVAC	73 % responded with a very good to excellent rating
Custodial	78% responded with a very good to excellent rating
Grounds	63% responded with a very good to excellent rating
Transportation	66% responded with a very good to excellent rating
Security	74% responded with a very good to excellent rating

The department was pleased with the survey results and hopes to improve their rating next year. The survey indicated two areas of concern, the lack of a daytime security officer and the trash on campus grounds. The department is addressing both of these issues.

The Payroll Office processed 732 W2 forms for 2009 with **total gross wages of \$11,278,917.85**. They were able to process the forms and have them available for employees by January 20th, ten days before the federal deadline.

The Business Office processed 3,598 Form 1098-T records for students. During the first three days of financial aid disbursement, **638 checks were processed totaling \$848,136.39**. The refunds were due to various scholarships, student loans totaling \$516,670.08 and the following financial aid awards.

PELL grants	\$1,127,468.00
FSEOG	\$19,857.00
Academic Competitiveness Grant	\$48,361.00

Approximately 30 GED and upper-level ESL students enrolled in college-level technical education classes for spring. The courses are Basic Shop Operations, Information Technology, Basic Hydraulics and CNA. The classes will begin in January. Tuition, fees, and books are being paid with **Kan-Go grant monies**.

Sixty-nine new students enrolled at the January orientation. In the first two quarters of this fiscal year, 57 students earned **GED diplomas**. Twelve students are enrolled in the new GED online program. The GED program welcomed two new instructors. Samantha Le is teaching upper-level math. Paula Sloderbeck is teaching upper-level morning reading and writing courses.

155 **English as a Second Language** participants were registered in the WIN program. (Spanish and English) Two ESL students were awarded their citizenship to the United States, and four ESL instructors earned their CASAS re-certification from KBOR this month. All Spanish ESL students are testing with the WIN program. The objective is to see the employability skills Spanish speakers may have if the tests are given in their native language. The students will be mastering this project through the fourth quarter.

The **Migrant Family Literacy Program** increased the number of migrant families to 11 in January. Migrant Family Services meetings highlighting United Mexican-American Ministries services and the University of Kansas' La Vision program took place in January and February.

The **EGV Community Computer Lab** continues to be used by the members of East Garden Village. More than 40 people are regular users of the lab.

Six new students enrolled into the Spanish literacy program, **Plaza Comunitaria**. Five of these students have never received education and one has completed the fifth grade in Mexico.

Nine refugees have successfully completed the classroom and education portions of the Driver's Education course since January. More than 25 more currently are studying driver's education in the classroom and in the driving section. The **refugee program** is partnering with the Business & Industry Institute to provide the classroom portion of driver's education.

A total of 44 students **transitioned** into postsecondary education for the spring semester at GCCC.

Bryan Education Center -Basic Computer Skills, a one-credit hour course, began with six students enrolled. ACT testing took place with 16 participants and two administrators. League of KS Municipalities conducted a leadership academy class with 19 students and two presenters, generating \$50 in fees. Farm Credit of SW KS held a meeting with six attendees and two presenters, generating \$30 in fees. One instructor from the U.S. Census Bureau taught a four-day training session for 9 students from across the state.

The Business & Community department has been awarded two grants from the City of Garden City. The community grant for \$3,280 will fund **Life Skills and Challenge Course training** for children in grades 6 through 8. The other grant, for \$2,400, will help launch an enrichment lecture series for senior citizens. This will be done in partnership with the KU Osher Institute.

JAN/FEB 2010	Course	Enrollments	CEUs	
Open Enrollment	QuickBooks Advanced	3	3.2	
	PHR/SPHR	3	4.8	
	HVAC/Plumbing Code	31	24.8	
	Woodworking (pm)	8	36	
	Woodworking (am)	5	22.5	
	Upholstery	10	45	
	Word Basics	3	1.2	
	Team Building & Delegation	3	1.2	
	Excel Basics	4	1.6	
	QuickBooks Fundamentals	5	4	
	Interviewing & Hiring	3	1.2	
	Conflict Management	8	3.2	
	Facebook Marketing	8	1.6	
	Soccer Mom Photography	3	1.2	
	Online	360 Insurance	3	11.4
		Ed2Go Misc.	5	na
		Admin. Medical Specialist	1	30
	TOTALS	106 students	192.9 CEUs	

Community Involvement

Chamber of Commerce	Breakfast
	Business Visitation Committee Meeting
	Potential In-Design Training for Staff
	Government Affairs Committee Meeting
	MBA Luncheon Presentation: Reading People
Finney County Economic Development	Board of Directors Meeting

	City Commission Meetings
Sunriser Kiwanis	Informational Presentation to membership
Finney County Young Professionals	Executive Meeting
	Monthly Mingle, Feb. 26
Downtown Vision	Board of Directors Training
	Main Street Design Basic Training
	Organization Committee Meeting
	Senator Brownback Meeting
KU Medical	CEU partnership program
Osher Institute	Partnerships with community long-term care facilities

Educational Talent Search students Bianca Martinez, Michelle Hernandez, Michael San Juan, Lynn Nguyen and Jessica Carrasco have been **offered admission into Washburn University** and each of them also has been offered the Finnup Scholarship. Noe Garcia-Mendoza has been accepted into K-State.

27 ETS students **graduated from the high school** in December. ETS staff is in the process of assisting with admission applications, scholarship applications and FAFSAs. ETS also will be providing two textbooks for the students who will be attending GCCC in the spring.

ETS transported five students to Washburn University after they were invited to take the **Garvey Scholarship Test**. Results are pending.

5 ETS students attended **Junior Day at K-State** where they also met with former students who are attending K-State and K-State Salina.

ETS students volunteered at the **Santa Carnival** with 15 students setting up and preparing and 27 students helping throughout the event.

ETS has received a grant to conduct **Kansas Day activities at an elementary school in Garden City** (site to be determined). ETS students will be planning activities, gathering supplies, translating information into Spanish and Vietnamese to be taken home to parents, and presenting the activities through centers on Kansas Day, Jan. 29.

A new brochure was **developed portraying students from Garden City and their activities**. Garden City has the largest group of KANCO students among the three participating institutions (GCCC, KSU and CU-Pueblo). KANCO also received and distributed a group of laptops for participants in this project. The laptops are loaned to students in the program for as long as needed.

The most exciting results to report are from the **Economic Impact Survey** conducted this month. Clients from 2009 were surveyed and asked about their business status, jobs, sales and investments. In the GCCC KSBDC region, 19 new businesses were started. Thirty-one new full-time jobs and 47 new part-time jobs were created. Clients brought in more than \$14.7 million in sales which was more than a \$1.6 million increase in sales over the previous year. Clients invested \$3.1 million in their businesses in 2009 including loans and equity investments. This report was conducted during the month of February with more than 60% of clients showing some kind of positive activity.

Twelve people attended the February **“Steps to Start Up”** workshop. More than 50 people attended the state tax workshops offered this month in Garden City and Dodge City.

The Finney County Community Health Coalition is gearing up to implement an early childhood development grant that will bring several million dollars to Finney County over the next three years. SWKRPC is also in the process of launching a new prevention coalition in Meade and will be giving introductory presentations in January. Despite cutbacks in funding from the state, the Prevention Center staff is expecting to achieve its outcomes and goals in 2010.

The Kansas state legislature passed House Bill 2221 creating the Kansas Clean Indoor Air Act. This effort was supported by prevention workers statewide, who have been advocating for this type of legislation for years. Working through the Tobacco Free Kansas Coalition, many local agencies and citizens played a part in this systems level change by advocating together for Clean Indoor Air.

On February 12, 2010, the Hispanic American Leadership Group (HALO) and Student Support Services sponsored a **Tet Celebration of the Vietnamese New Year**. Vietnamese Food was served by HALO students. The Endowment Room was decorated with traditional Asian decorations including handwritten signs welcoming the New Year in Chinese. Information on Vietnamese culture was available in a bookmark format. Ninety four people attended the event and several attendees learned to eat with chopsticks.

Student Support Services, Educational Talent Search, Student Government Association and GC3 Media worked together to **raise money for Haitian Relief** after the recent earthquake by selling paper hearts priced at \$1, \$5, or \$10. The hearts were displayed in the Beth Tedrow Student Center Portico with personalized messages from the purchasers. The total money raised and donated to the American Red Cross was \$1,249.25.

The Student Support Services program celebrated their **17th Annual TRiO day on February 26, 2010 with a Chili Luncheon**. Student representatives of Student Support Services, Educational Talent Search, Student Government Association, and GC3 Media presented a check for the proceeds from the “Hearts for Haiti” fund raiser to Carolyn Henry, Executive Director of the American Red Cross. Reverend Terry Major of the Pierceville Federated Church spoke and shared a slide show at the event. Reverend Major was the leader of a missionary team from the Southwest Kansas Area in Haiti at the time of the earthquake.

Eleven **GCCC Faculty and Staff International Student Mentors** held a pot luck supper for 9 GCCC international students and 2 guests from Germany on Tuesday, February 23. The adults enjoyed visiting and sharing with the students who also enjoyed the time but were particularly thankful for the home-cooked food! We hope to have a third meal with the group before the students leave for the summer.

MEMO

TO: Carol Ballantyne, President
 FROM: Nancy Unruh, Registrar
 DATE: February 16, 2010
 RE: Student Demographics – **Spring 2010**

20th Day demographics for Spring 2010 are as follows:

	<u>STUDENT COUNT</u>	<u>CREDIT HOURS</u>	<u>FTE</u>
<u>TOTAL</u>	1,928	19,139	1,275.9
Full-time (12 hours or more)	946 (49.1%)	14,252 (74.5%)	950.1
Part-time (less than 12 hours)	982 (50.9%)	4,887 (25.5%)	325.8
 <u>GENDER</u>			
Female	1,048 (54.4%)	9,670 (50.5%)	644.7
Male	880 (45.6%)	9,469 (49.5%)	631.3
 <u>AGE</u>			
25 and Under	1,383 (71.7%)	15,385 (80.4%)	1025.7
Over 25	545 (28.3%)	3,754 (19.6%)	250.2
 <u>CLASSIFICATION</u>			
Freshman (FR)	987 (51.2%)	12,070 (63.1%)	804.7
Sophomore (SO)	376 (19.5%)	4,279 (22.3%)	285.2
High School or under (HS)	368 (19.1%)	2,061 (10.8%)	137.4
Non-Degree Seeking (ND)	197 (10.2%)	729 (3.8%)	48.6
 <u>ETHNICITY</u>			
American Indian/Alaskan	16 (0.8%)	174 (0.9%)	11.6
Asian/Pacific Islander	39 (2.0%)	373 (2.0%)	24.9
Black, Non-Hispanic	95 (4.9%)	1,252 (6.5%)	83.5
Hispanic	562 (29.2%)	6,020 (31.5%)	401.3
Not Reported	96 (5.0%)	1,029 (5.4%)	68.6
Non-Resident Alien	9 (0.5%)	150 (0.8%)	10.0
White	1,111 (57.6%)	10,141 (52.9%)	676.1
 <u>INTERNATIONAL</u>			
Australia (AUS)	2 (0.11%)	32 (0.17%)	2.1
Brazil (BR)	3 (0.16%)	53 (0.28%)	3.5
Cameroon (RFC)	1 (0.06%)	13 (0.07%)	0.9
Canada (CDN)	2 (0.11%)	34 (0.17%)	2.3
United Kingdom (GB)	1 (0.06%)	7 (0.09%)	1.1
Sub-Total	9 (0.50%)	149 (0.78%)	9.9
 <u>KANSAS</u>			
Finney County	1,163 (60.3%)	11,057 (57.8%)	737.1
Other Kansas Counties (58)	<u>563 (29.2%)</u>	<u>5,600 (29.3%)</u>	<u>373.4</u>
Sub-Total	1,726 (89.5%)	16,657 (87.0%)	1,110.5
 <u>OUT OF STATE</u>			
	193 (10.0%)	2,333 (12.2%)	155.5

(33 states other than Kansas, including those below)

Colorado (36)	Texas (17)	Oklahoma (9)	Florida (19)	North Carolina (4)
Nebraska (13)	Arizona (4)	Illinois (3)	California (7)	Indiana (5)
Missouri (6)	Arkansas (3)	Georgia (3)	New Mexico (3)	New York (4)
Utah (5)	Iowa (3)	Alabama (5)	South Carolina (2)	Wisconsin (4)

**GARDEN CITY COMMUNITY COLLEGE ENDOWMENT ASSOCIATION
2009 FALL SCHOLARSHIPS (1ST HALF 2009/2010 ACADEMIC YEAR)
\$231,491.63 – 671 Students**

Due to the Family Educational Rights & Privacy Act, student names will no longer be published.

<u>SCHOLARSHIP FUNDS</u>	<u>AMOUNT OF SCHOLARSHIP(S)</u>
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ENDOWMENT GENERAL SCHOLARSHIPS (Freshmen)

AMBASSADOR SCHOLARSHIPS	\$ 600.00
PRESIDENTIAL SCHOLARSHIPS	9,000.00
PRESIDENTIAL RENEWAL SCHOLARSHIPS	1,000.00
DEAN SCHOLARSHIPS	15,400.00
DEAN RENEWAL SCHOLARSHIPS	350.00
CONTINUING EDUCATION SCHOLARSHIPS	100.00
LULAC SCHOLARSHIPS	300.00
OCCUPATIONAL/TECHNICAL SCHOLARSHIPS	2,000.00

ILA ADAMS MEMORIAL	350.00
AGRICULTURE ANNUAL SCHOLARSHIPS	350.00
REV. ROBERT R. ALLEN MEMORIAL	150.00
ALTA BROWN SCHOOL/WAYNE STAGAARD MEMORIAL	50.00
AMERICAN GI FORUM	340.00
AMERICAN LEGION AUXILIARY #9	65.00
JOE H. ANDREWS MEMORIAL	125.00
ASTRAEA JR. CLUB	80.00
BARBARA ATKINSON MEMORIAL	142.00
MAMIE BAKER MEMORIAL	162.50
MELVIN A. BAKER MEMORIAL	200.00
BARRETT/GREATHOUSE ATHLETIC TRAINER	60.00
DAVID BEASLEY MEMORIAL	300.00
DAVID E. BLACKARD REFRIGERATION EDUCATION FUND	2,370.00
BLACK HILLS ENERGY SCHOLARSHIP	250.00
WILLIAM BLICKENSTAFF MEMORIAL	68.00
BOONE PROJECT: I CARE	115.00

PAGE TWO – FALL 2009 SCHOLARSHIPS

JULETTA BOULTINGHOUSE MEMORIAL	56.50
JEFF BOWERSOX MEMORIAL	260.00
KEN BRADLEY MEMORIAL	1,080.00
GEORGE H. BRETZ MEMORIAL	175.00
EARL C. BROOKOVER MEMORIAL	265.00
BRUNGARDT HOWER WARD ELLIOTT & PFEIFER ACCOUNTING	250.00
EVELYN BRYAN MEMORIAL NURSING	250.00
J. ARTHUR & MYRTLE BRYAN MEMORIAL	830.00
BUFFALO JONES "BUFFS" ELEMENTARY	140.00
ANNE BURNS, SCOTT BALLANTYNE, SELBY BALLANTYNE & FLORENCE BALLANTYNE MEMORIAL	150.00
BUILDING CONSTRUCTION SCHOLARSHIP	400.00
BURTIS MOTORS CO.	250.00
RAY H. CALIHAN SR. MEMORIAL	95.00
DELBERT CAMPBELL MEMORIAL	200.00
EARLE W. CAMPBELL MEMORIAL	490.00
CAMPBELL FAMILY SCHOLARSHIP	555.00
HARRY CANNON MEMORIAL	250.00
LYNN & MARY CANNON ENDOWED	220.00
MYRON J. CARR MEMORIAL	210.00
SARAH CARTER MEMORIAL	550.00
CENTERA BANK	200.00
CHARLES CLAAAR, SR. MEMORIAL	65.00
JOHN & JANE COLLINS MEMORIAL	140.00
FAYE COLLINGWOOD MEMORIAL	200.00
COMMERCE BANK	1,750.00

PAGE THREE – FALL 2009 SCHOLARSHIPS

COMMUNITY FIESTA	270.00
JAMES CONCANNON MEMORIAL	95.00
MARILYN COOK MEMORIAL	250.00
BESSIE CORLEY MEMORIAL	145.00
ERDENE CORLEY MEMORIAL	4,250.00
COSMETOLOGY	1,106.00
JIM & LULA DUFFY COWGILL MEMORIAL	190.00
CRIMINAL JUSTICE ENDOWED	16.00
DENNIS D. CRIST MEMORIAL	1,000.00
JAMES & MERLE CROWLEY MEMORIAL	175.00
EDITH & HARRY DARBY MEMORIAL	185.00
ALBERT DAVIS MEMORIAL	55.00
HILDA G. DAVIS MEMORIAL	290.00
MILDRED DENCHFIELD MEMORIAL	150.00
ALVIN & MARIE DEWEY MEMORIAL	300.00
JOHN & NATALIE DICKERSON MEMORIAL	90.00
JIM DOLL MEMORIAL	95.00
D.V. & ALICE DOUGLASS MEMORIAL	200.00
AVON DON DYER MEMORIAL	65.00
EDITH SCHEUERMAN ELEMENTARY	275.00
CHUCK ELLSAESSER MEMORIAL	145.00
FANKHAUSER SCHOLARSHIP FUND	600.00
LILA MARIE (MOSIER) FANSHER MEMORIAL	240.00
HUGH & ROBERTA FARQUHARSON MEMORIAL	430.00
FELLOWSHIP OF CHRISTIAN COWBOYS	60.00
ROBERT FENTON MEMORIAL	65.00

PAGE FOUR – FALL 2009 SCHOLARSHIPS

FINNEY COUNTY FARM BUREAU ASSOCIATION	500.00
FREDERICK & ISABEL FINNUP MEMORIAL	2,050.00
FINNUP MEATS JUDGING (BOOKS)	1,350.00
FINNUP MEATS JUDGING (TUITION)	6,240.00
FIRST CHRISTIAN CHURCH/DOT MUNYAN MEMORIAL	60.00
FLORENCE FLETCHER SCHOLARSHIP	435.00
WARREN FOUSE MEMORIAL	110.00
FRIENDS OF THE LIBRARY/ LSSI	250.00
ARDIS AND LUTHER FRY	2,000.00
D. C. & IRENE GARCIA	300.00
GCCC EDUCATIONAL SUPPORT PROFESSIONALS	100.00
GCHS CLASS OF '73	125.00
GARDEN CITY ELKS LODGE NO. 1404	500.00
MISS GARDEN CITY	250.00
GARDEN CITY POLICE DEPARTMENT LAW ENFORCEMENT	500.00
GARDEN CITY TELEGRAM	250.00
GARDEN MEDICAL CLINIC	65.00
GARDEN SPOT RENTALS/STEVE & ANN BURGESS	250.00
BARBARA GARDINER MEMORIAL	80.00
GARFIELD ELEMENTARY SCHOOL	320.00
GEORGIA MATTHEWS/BERNARD KILLER MEMORIAL	490.00
CASEY GILLESPIE MEMORIAL	100.00
ARTHUR E. GOETZ MEMORIAL	165.00
JOE & LYDIA GONZALES	100.00
LEONA M. GOODWIN MEMORIAL	1,400.00
O.R. & FERNE GRACEY MEMORIAL	500.00

PAGE FIVE – FALL 2009 SCHOLARSHIPS

FREDA GREATHOUSE MEMORIAL	500.00
RALPH G. & FERN COLLINS GREATHOUSE MEMORIAL	500.00
THOMAS A. GRUVER MEMORIAL	75.00
NORMA ROWE GUNN MEMORIAL	210.00
ED HALL MEMORIAL	435.00
HENRY & NELLIE HALL MEMORIAL	700.00
ROBERT M. HALLORAN	85.00
HALO SCHOLARSHIP	160.00
LOIS HANSON MEMORIAL	150.00
ASEL HARDER SCHOLARSHIP	235.00
CLYDE & CATHERINA HARMON MEMORIAL	120.00
BEULAH HARSHA MEMORIAL	500.00
DUANE & MARY LOU HAYS MEMORIAL	600.00
LOIS PEPPER HEARD MEMORIAL	65.00
MILDRED HENSELMAN MEMORIAL	550.00
MARY ELIZABETH "BETTY" HERMAN MEMORIAL	35.00
CALDWELL (O. C.) & HELEN WHITNEY HICKS MEMORIAL	265.00
ED HOOPER ACCOUNTING/SECRETARIAL SCIENCE SCHOLARSHIP	250.00
ETHEL HOOPER ART SCHOLARSHIP	374.00
JAMES B. HUBERT MEMORIAL	200.00
DORIS IMMROTH MEMORIAL	65.00
INDEPENDENT ORDER OF ODD FELLOWS	750.00
J & M PAINT & DECORATING CENTER ART SCHOLARSHIP	488.22
JACQUE SUE MEMORIAL (ABATE)	70.00
IRENE JAMES MEMORIAL	900.00

PAGE SIX – FALL 2009 SCHOLARSHIPS

JENNIE WILSON ELEMENTARY	65.00
JOHN DEERE TECH SCHOLARSHIP	2,500.00
VIRGINIA SUE JOHNSON	60.00
TAYLOR & KATHERINE C. JONES MEMORIAL	900.00
KANSAS METHIONINE ANTITRUST LITIGATION FUND	400.00
KELLER-LEOPOLD INSURANCE AGENCY	250.00
JACK & KAY KELMAN	275.00
DONNA KENNEDY NURSING	330.00
OTTO KINDER MEMORIAL	600.00
WILLIAM O. KINNEY MEMORIAL SCHOLARSHIP	250.00
HAROLD KLEYSIEBER MEMORIAL	115.00
KNIGHTS OF COLUMBUS	250.00
FERN K. PREWITT KREUTZER MEMORIAL	100.00
CHARLES & ANNA MAUNE KRUG	60.00
KULANDER FOUNDATION	500.00
IOLA M. LADNER MEMORIAL	70.00
DAN LANDON MEMORIAL	50.00
KEN LAWHON MEMORIAL	500.00
LEWIS, HOOPER & DICK LLC	250.00
GEORGE L. & DARYLE LIGHTNER MEMORIAL	225.00
GARY LONG FAMILY MEMORIAL	300.00
ERIC MAI MEMORIAL	150.00
DORAL "SKIP" MANCINI	245.00
IRA J. MANN, JR.	300.00
PAUL MASONER MEMORIAL	150.00
LOUIS MAUNE MEMORIAL	600.00

PAGE SEVEN – 2009 FALL SCHOLARSHIPS

CHELSEA MARIE WILLSON MCELROY MEMORIAL	68.00
CARL MCNAUGHT MEMORIAL	85.00
HAROLD MCNEAL MEMORIAL	60.00
ALBERT & FRANCINE MESA MEMORIAL	100.00
DON R. MEINHARDT MEMORIAL	195.00
JOHN E. MILLER MEMORIAL	160.00
KIRK GORDON MILLER MEMORIAL	1,250.00
ARNOLD & HATTIE MUELLER MEMORIAL	125.00
SUZANNE MURPHREY MEMORIAL	135.00
FLORENCE L. NANNINGA SCHOLARSHIP	180.00
NOON KIWANIS CLUB	100.00
NOON LIONS CLUB	200.00
ERNEST O. & SUSIE NUNN MEMORIAL	874.00
NURSE'S ALUMNI	5,904.00
ERIC O'DELL MEMORIAL	260.00
OPTI-MRS./OPTIMIST SCHOLARSHIP	312.00
SISTER AQUINATA PENKA MEMORIAL	90.00
PEPSI-COLA PARAPROFESSIONALS SCHOLARSHIP	600.00
LEIGH PERRY MEMORIAL	195.00
HOMER & PHYLLIS PERRYMAN MEMORIAL	140.00
PLAZA MEDICAL CENTER SCHOLARSHIP	225.00
PLETT FAMILY SCHOLARSHIP	140.00
MARY PLOGER MEMORIAL	90.00
PLYMELL COMMUNITY SCHOLARSHIP FUND	150.00
ANGIE GONZALES-POSEY MEMORIAL	125.00
TIM PURCELL MEMORIAL BASEBALL	95.00

PAGE EIGHT – FALL 2009 SCHOLARSHIPS

TIM PURCELL MEMORIAL ECONOMICS/ACCOUNTING	170.00
THELMA RAPP NURSING MEMORIAL	600.00
RUTH TRINKLE READ MEMORIAL	2,127.00
REED/MILLER MEMORIAL	170.00
CHARLES ROCKSTRUM MEMORIAL/AMERICAN LEGION	60.00
ANTONIO & STELLA ROJAS	62.50
MARY (MAE) ROONEY MEMORIAL	3,000.00
SONNY ROWE MEMORIAL	75.00
HELEN RUNDELL MEMORIAL	165.00
DR. THOMAS SAFFELL SCHOLARSHIP	465.00
DOROTHY SALAIS MEMORIAL	65.00
HOMER SALTER MEMORIAL	115.00
EMIL SALYER MEMORIAL	375.00
SANDHILLS ART ASSOCIATION	490.00
ROBERT E. SCHREIBER MEMORIAL	245.00
SECOND BAPTIST CHURCH	100.00
LOUISE P. SHERMAN MEMORIAL	275.00
OLIVER & HAZEL SHRIVER MEMORIAL ALLIED HEALTH	300.00
OLIVER & HAZEL SHRIVER MEMORIAL BUSINESS	320.00
OLIVER & HAZEL SHRIVER MEMORIAL COMPUTER SCIENCE	285.00
OLIVER & HAZEL SHRIVER MEMORIAL CRIMINAL JUSTICE	285.00
OLIVER & HAZEL SHRIVER MEMORIAL DIETETIC/NUTRITION	375.00
OLIVER & HAZEL SHRIVER MEMORIAL EDUCATION/LIBRARY SCIENCE	295.00
OLIVER & HAZEL SHRIVER MEMORIAL FINE ARTS	325.00
OLIVER & HAZEL SHRIVER JOURNALISM/COMMUNICATIONS	320.00
OLIVER & HAZEL SHRIVER MEMORIAL MUSIC	320.00

PAGE NINE – 2009 FALL SCHOLARSHIPS

OLIVER & HAZEL SHRIVER MEMORIAL OFFICE ADMNS./MID-MGNT.	310.00
OLIVER & HAZEL SHRIVER MEMORIAL SCIENCE & MATH/HIGH TECHNOLOGY	280.00
OLIVER & HAZEL SHRIVER MEMORIAL SOCIAL SCIENCE	300.00
ELMER & MARIAN (OATMAN) SHULL	72.50
LOUISE P. SHULMAN MEMORIAL	67.00
SIGMA MU IN MEMORY OF SANDY CRUMET	200.00
JOHN SIMS MEMORIAL	75.00
DICK SMITH-DON MCMILLAN MEMORIAL	250.00
ROBERT SMITH MEMORIAL	70.00
SOUTHWEST KANSAS CHAPTER OF KANSAS SOCIETY OF CPAS	150.00
SOUTHWEST KANSAS MEDICAL SOCIETY	200.00
SOUTHWEST KANSAS REGIONAL PREVENTION CENTER SCHOLARSHIP	70.00

ELLIOTT SPRATT MEMORIAL (Sophomores)

AMBASSADOR SCHOLARSHIPS	1,100.00
PRESIDENTIAL SCHOLARSHIPS	1,000.00
PRESIDENTIAL RENEWAL SCHOLARSHIPS	9,000.00
DEANS SCHOLARSHIPS	1,370.00
DEANS RENEWAL SCHOLARSHIPS	3,500.00
CONTINUING EDUCATION SCHOLARSHIPS	200.00
LULAC SCHOLARSHIPS	500.00
OCCUPATIONAL/TECHNICAL SCHOLARSHIPS	500.00

WAYNE STAGAARD MEMORIAL	105.00
LEROY & JOYCE STAPLETON	500.00
LOUISE STINEMETZ MEMORIAL	250.00
ED & ALTA STORMONT MEMORIAL	200.00
DR. STEPHEN STOVER	1,000.00
ELEANOR "BABE" STRASSER MEMORIAL	185.00
STEPHANIE STROMER MEMORIAL	197.00
SUBLETTE FEEDERS	150.00

PAGE TEN – FALL 2009 SCHOLARSHIPS

SUNRISERS KIWANIS CLUB OF GARDEN CITY	122.00
DON TALLEY MEMORIAL	300.00
DAVID TANGEMAN MEMORIAL	225.00
JEFF & DAVID THAYER MEMORIAL	85.00
EDNA B. THOMPSON MEMORIAL	75.00
CLINTON R. UPCHURCH MEMORIAL	65.00
AL VALENZUELA MEMORIAL	67.00
IGNACIO “RUDY” & JOSEFINA VALENZUELA MEMORIAL	92.00
RUDY VALENZUELA MEMORIAL	200.00
MAE ANNA & ELMER YALE VAWTER MEMORIAL	550.00
PATRICIA VERNON MEMORIAL	260.00
VICTOR ORNELAS “STAR” ELEMENTARY	500.00
VOCAL MUSIC SCHOLARSHIP	250.00
DR. ROSCOE "WALLY" WALDORF MEMORIAL	1,000.00
LOIS KAY WALLS MEMORIAL	250.00
E. F. & EDYTHE LEE WARE MEMORIAL	31.50
DUANE WEST & ORVILETA WEST	1,000.00
FRANK & NELLE WEST MEMORIAL	1,000.00
WESTERN KANSAS MANUFACTURERS ASSOCIATION	250.00
WESTERN STATE BANK	500.00
E. ROSE EATINGER WHITE SCHOLARSHIP	425.00
DR. DAVID I. WILLIAMS MEMORIAL	550.00
DONNIE WILLIAMS MEMORIAL – NURSING	287.00
DONNIE WILLIAMS MEMORIAL – SCIENCE/MATH	287.00
MARY JO WILLIAMS MEMORIAL	3,100.00
BLANCHE B. WOOLF MEMORIAL	270.00

PAGE ELEVEN – FALL 2009 SCHOLARSHIPS

J.R. (BOB) & EATHEL WRIGHT MEMORIAL 100.00

Total Scholarships from GCCC Endowment Funds: \$146,853.72
(520 Students)

SCHOLARSHIPS DESIGNATED BY DONORS

AMERICAL DIVISION VETERANS ASSOCIATION \$ 500.00

ARMANTROUT SCHOLARSHIP/SCOTT COMMUNITY FOUNDATION 750.00

ASHLAND COMMUNITY FOUNDATION 500.00

BALLARD AVIATION 2,000.00

BLACK HILLS ENERGY 500.00

BROOKOVER COMPANIES 3,000.00

CHILEN SCHOLARSHIP/PIONEER TELEPHONE OF ULYSSES 1,000.00

CITIZEN POTOWATOMI NATION 2,664.00

CLARK COUNTY BANKERS CONSERVATION SCHOLARSHIP 300.00

COLORADO EQUIPMENT COMPANY 3,500.00

COLORADO STATE HIGH SCHOOL RODEO ASSOCIATION 400.00

COMMUNITY FOUNDATION OF SW KANSAS 5,300.00

COMMUNITY MEXICAN FIESTA OF GARDEN CITY 250.00

COOLIDGE ALUMNI & FRIENDS 250.00

HERBERT & ANNA CORNWELL MEMORIAL 275.00

CUCHARA CHAPEL 1,000.00

DAIRY QUEEN OF HOISINGTON 300.00

DEERFIELD TEACHERS ASSOCIATION 300.00

DOUGLAS COUNTY 4-H COUNCIL 1,000.00

DOUGLAS COUNTY 4-H FOUNDATION 900.00

DOVER COMMUNITY FOUNDATION 400.00

PAGE TWELVE – FALL 2009 SCHOLARSHIPS

EADS HIGH SCHOOL	250.00
EDUKAN SCHOLARSHIP IN MEMORY OF DENNIS FRANZ	100.00
EDWARDS COUNTY HEALTHCARE FOUNDATION	500.00
EGGLESTON EDUCATIONAL TRUST	1,000.00
ELKHART KIWANIS FLAG SCHOLARSHIP	500.00
EPSILON SIGMA ALPHA – ALPHA OMEGA CHAPTER 1206	200.00
EVELEIGH CHARITABLE TRUST	1,900.00
FIRST ASSEMBLY OF GOD CHURCH OF GARDEN CITY	400.00
FIRST BAPTIST CHURCH OF SATANTA	650.00
FIRST CHRISTIAN CHURCH OF GARDEN CITY	250.00
FIRST UNITED METHODIST CHURCH OF JOHNSON	300.00
GARDEN CITY LULAC	150.00
GRAND ISLAND EDUCNTNL. FDTN. – NUER HERITAGE SCHOLARSHIP	875.00
GRASSHOPPER TRUST	200.00
GREELEY COUNTY COMMUNITY FOUNDATION	200.00
GREELEY COUNTY HIGH SCHOOL	400.00
GUSTINE UNLIMITED SCHOLARSHIP TRUST ORGANIZATION	750.00
GUYMON CHAMBER OF COMMERCE	750.00
DANE HANSEN FOUNDATION	5,000.00
PETE HENRY FOUNDATION	1,500.00
HOLCOMB BOOSTER CLUB	2,000.00
EVERETT HUEFTLE SCHOLARSHIP – SCOTT COMMUNITY FDTN.	500.00
INGALLS BULLDOG BOOSTER CLUB	250.00
INGALLS USD #477	200.00
IRISK & DOLL FEED SERVICES	500.00
JEFFERSON COUNTY SCHOOL DISTRICT – CLARAHAN SCHOLARSHIP	1,000.00

PAGE THIRTEEN – FALL 2009 SCHOLARSHIPS

JELLISON BENEVOLENT SOCIETY	500.00
JOHNSON ROTARY CLUB	500.00
KANSAS ASSOC. OF STUDENT FINANCIAL AID ADMINISTRATORS	1,500.00
KS. DEPT. OF EDUCATION – SCHOOL SAFETY HOTLINE SCHOLARSHIP	500.00
KEARNY COUNTY HEALTH CARE FOUNDATION	500.00
KHESAHN VETERANS SCHOLARSHIP	500.00
KINGMAN COUNTY CONSERVATION DISTRICT	250.00
KIOWA COUNTY NATIONAL BANK	375.00
KIWANIS CLUB OF MEADE	100.00
LA ESPERANZA DE MANANA	500.00
LEOTI RODEO ASSOCIATION	250.00
MARY QUEEN OF PEACE PARISH OF ULYSSES	200.00
NACE INTERNATIONAL GAS CAPITOL SECTION OF HOLCOMB	800.00
NATIONAL HIGH SCHOOL RODEO FOUNDATION	1,400.00
JOHN NOVACK MEMORIAL	125.00
GLENN NOVAK MEMORIAL	800.00
O-HANLON ADMIN. SYSTEMS – AGRIMUM HIGHER EDUCATION AWARD	800.00
W. N. PARSONS SCHOLARSHIP	1,500.00
PHEASANTS FOREVER CHAPTER #423	250.00
PIONEER ELECTRIC OF ULYSSES	500.00
PIONEER HI-BRED	250.00
PLETT FAMILY FARMS	300.00
PONCA TRIBE OF NEBRASKA	1,777.00
PREMIER DESIGNS	250.00
PREMIER HOUSING INC.	597.00
CECILIA RAIN SCHOLARSHIP	500.00

PAGE FOURTEEN – FALL 2009 SCHOLARSHIPS

S & T TELEPHONE CO-OP ASSOCIATION	250.00
ST. BERNADETTE OF LOURDES/KNIGHTS OF COLUMBUS	250.00
SER CORPORATION	500.00
SCOTT CITY QUILTING GUILD	250.00
SECURITY STATE BANK OF SCOTT CITY	250.00
SHELTER INSURANCE FOUNDATION	750.00
SOROSIS CLUB OF SYRACUSE	100.00
SOUTH BARBER USD 255 OF KIOWA	812.50
SOUTH CENTRAL COMMUNITY FOUNDATION	500.00
SOUTHWEST KANSAS PUBLICATIONS OF ULYSSES	500.00
SOUTHERN PIONEER ELECTRIC CO. OF LIBERAL	750.00
STAFFORD EDUCATIONAL FDTN.-ROBERT & MABLE AUSTIN SCHOLARSHIP	500.00
SUBLETTE FEEDERS	500.00
SWARNER CROWN HILL CEMETERY	2,000.00
TYSON FAMILY FOUNDATION	3,000.00
TYSON FRESH FOODS	625.00
TYSON MEATS DIVISION	1,375.00
USD 494 EDUCATIONAL FDTN. OF SYRACUSE – FRAZEE #1 SCHOLARSHIP	500.00
USE 494 EDUCATIONAL FDTN. OF SYRACUSE – HERNDON #1 SCHOLARSHIP	1,250.00
USD 494 EDUCATIONAL FDTN. OF SYRACUSE – KULANDER SCHOLARSHIP	500.00
USD 494 EDUCATIONAL FDTN. OF SYRACUSE – MONTGOMERY SCHOLARSHIP	500.00
UNITED PLAINS AG	250.00
UNITED TRIBES OF KANSAS & SOUTHEAST NEBRASKA	898.91
TED VANCAMPEN MEMORIAL	300.00
CAROLYN VEACH SCHOLARSHIP	200.00
WHS SOCCER BOOSTER CLUB	500.00

PAGE FIFTEEN – 2009 FALL SCHOLARSHIPS

WESTERN PLAINS REGIONAL HOSPITAL AUXILIARY	500.00
WESTERN STATE BANK OF LEOTI	250.00
ROY & LAURA WHITEHEAD SCHOLARSHIP	1,062.50
XTO ENERGY INC	2,000.00
XI ZETA EPSILON – BETA SIGMA PHI	200.00
DONNIE YOUNG SCHOLARSHIP	1,876.00
<i>Total Designated Scholarships From Donors: (151 Students)</i>	\$84,637.91

Human Resources Summary

The Human Resources department at Garden City Community College exists “To serve and assist the administration, employees, and students in meeting institutional and professional needs.” The department supports the overall mission of the college as adopted by the Board of Trustees by assisting in the hiring of qualified employees at a fair and equitable wage without discrimination. The department’s function is to provide leadership in dealing with all levels of employees within the organization by facilitating the hiring, development and retention of employees who are willing to support the mission of the college, and to meet or exceed legal requirements. The department consists of a full time director, a part-time secretary who works 15 hours per week and one work study student who works 10 hours per week.

According to the 2010 IPEDS Report, GCCC has approximately 156 full-time employees, 72 faculty members, and 61 part-time and 126 adjunct instructors. There are 174 men and 241 women. Blacks make up 1%, American Indian/Alaska Natives make up .7%, Asian/Pacific Islanders make up .7%, Hispanics make up 11.6%, White/Non-Hispanics make up 80.5%, and Race and ethnicity unknown make up 5.5%.

Human Resources receives and produces work from every area within the college. The work input and output relates to the following activities that are performed out of the Human Resources Office:

- Filling vacant or newly created positions
- Evaluation of position classifications
- Distributing and processing evaluations
- Counseling management and staff on employee relation issues
- Retirement, service award and distinguished faculty recognition
- Personnel records maintenance
- IPEDS Reporting
- Staff & Faculty development through in-services and social activities
- Facilitate the New Employee Orientation process for new employees
- AQIP responsibilities as part of Leadership & Valuing People
- Membership in the national and local SHRM (Society of Human Resources Management)
- Assist with Student Worker Reception
- Serve on the President’s Cabinet, Professional Development, and Social Committees

The HR Director works closely with the Director of Information Services in setting up advertisement for positions and postings on the GCCC website. Once a position is open, a job description is reviewed and brought up to date, a vacancy notice is created and the Director of Information Services writes an ad for review. Both directors work together on where the most likely place to advertise would be to attract the best applicants for the position. Affordable advertising has been found for our faculty and other professional position vacancies at a leading website called HigherEdJobs.com. They have now added an additional service where we can

place a 60-day vacancy posting of the same advertisement which is emailed to approximately 142,000 professionals who have identified themselves as minorities seeking employment.

Goals for the HR Department as set forth through the annual planning process will be to start a campus wide wellness program. Plans are to create and conduct a survey to evaluate employee needs. We also want to develop a walking program around campus with at least 2 courses laid out in different distances as well as utilize the track at Tangeman Field.

We are currently developing a records retention policy and procedure with the end goal to implement imaging of old personnel files. This will eliminate crowding of filing space in the vault. There are even plans to create a GCCC web link for employee forms such as FMLA and Workers Comp and make Employment forms available online.