

GARDEN CITY COMMUNITY COLLEGE

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

The Board of Trustees will meet in regular session on **Wednesday, June 8, 2011**. The meeting will be held in **the Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM

Dinner served in the Bronbuster Room

6:00 PM

Regular Board Meeting called to order in the Endowment Room

AGENDA

I. CALL TO ORDER:

- A. Comments from the Chair
- B. Report from Faculty Senate
 - B-1 Program Spotlight: Linda Morgan, Department of Public Safety/ Tactical Emergency and Management Training/emphasis on Concealed Carry and Women on Target.
- C. Open comments from the public

II. NEW BUSINESS:

III. CONSENT AGENDA (Action)

- A. Approval of minutes of previous meetings (May 11, 2011)
- 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. Checks processed in excess of \$10,000
- D. Approval of Purchases over \$20,000
 - D-1 Annual Datatel maintenance agreement
 - D-2 Approval of annual agreement KanRen
 - D-3 Approval of annual agreement for athletic insurance 2011-2012
 - D-4 Approval of purchase of campus technology equipment
 - D-5 Approval of purchase of two mini-vans
 - D-6 Approval of technology purchase for residential life
 - D-7 Approval of kitchen repairs
- E. Approval of annual agreement vehicle maintenance
- F. Approval of certificate of completion of PEI (Fouse) project
- G. Approval copy machine replacement
- H. Approval of personnel actions-Human Resources
 - H-1 Adjunct/Outreach Contracts

IV. POLICY REVIEW

- A. Monitoring Reports and ENDS
 - A-1 Monitoring Report – Annual Compensation and Benefits #1, #2, #3 (**Action**)
 - A-2 Review Monitoring Report- Board Report Quarterly #9, #10 General Executive Constraints

- B. Ownership
 - D-1 Thank you from Martin Neff
 - D-2 Thank you from Shelia Hendershot
 - D-3 Thank you Honor Flight Memorial to Vernon Neff
 - D-4 Announcement Letter from Phi Theta Kappa
- C. Board Process and Policy Governance Review

V. REPORTS:

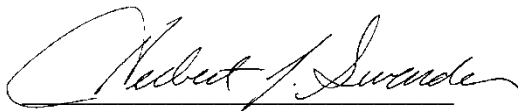
- A. Report from Finney County Economic Development Corporation (Trustee Ron Schwartz)
- B. Report Upcoming KACCT/COP Retreat at Kansas City Kansas Community College
- C. President's Report
 - C-1 Campus climate survey
 - C-2 Program Review
 - C-2a Business & Community Education including departments of Business & Industry, Personal Enrichment and Kids' College.
 - C-3 Budget update

VI. UPCOMING CALANDAR DATES:

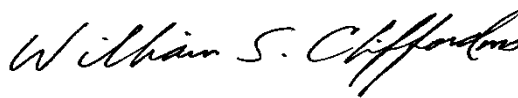
<u>June 10-11</u>	Retreat KACCT/COP at Kansas City Kansas Community College, Kansas City, Kansas, President Swender and Trustee Schwartz attending
<u>June 18</u>	GCCC host post legislative coffee 10:00 a.m. to noon, Endowment Room of Beth Tedrow Student Center
<u>July 4</u>	Independence Day holiday – NO CLASSES – OFFICES CLOSED
<u>July 13</u>	Regular monthly meeting Endowment Room – call to order 5:45p.m.
<u>July 19</u>	Policy Governance at GCCC, 5:00 p.m. to 9:00 p.m., Endowment Room of Beth Tedrow Student Center, dinner provided
<u>July 21</u>	Board Retreat/Vision, 5:00 p.m. to 9:00 p.m., Endowment Room of Beth Tedrow Student Center, dinner provided
<u>Aug. 10</u>	Regular monthly meeting Endowment Room – call to order 5:45p.m.
<u>Aug. 11</u>	Faculty Report-Division/Department Day
<u>Aug. 12</u>	Full-time faculty/Staff in-service
<u>Aug. 17</u>	Classes Begin
<u>Sept. 5</u>	Labor Day- NO CLASSES – OFFICES CLOSED
<u>Oct. 12-15</u>	ACCT 42 nd Annual Leadership Congress – Dallas Texas

VII. Executive Session

VIII. Adjournment



Dr. Herbert J. Swender, Sr.
President



Dr. Bill Clifford, MD
Chairman

Mission: *Garden City Community College exists to produce positive contributors to the economic and social well-being of society.*
Five Ends: *Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, Workforce Development.*



Garden City Community College Faculty Senate

801 Campus Drive
Garden City, KS 67846

2011-2012

Linda Morgan, President
Terry Lee, Vice-President
Leonard Rodenbur, Secretary
Pati Pfenninger, Senator
Clay Wright, Senator
Larry Pander, Senator
John Schafer, Ex-Officio
Marsha Wright, Alternate

Faculty Senate Report June 8, 2011

Faculty Senate Program Spotlight: Dept of Public Safety/Team-T Programs

Presented by Linda Morgan, Director of Public Safety

Faculty Senate Current Projects

- Approved Professional Development Request for Winsom Lamb to attend the Phi Theta Kappa Honor's Institute in Boston, MA on June 13-17, 2011. Cost estimate at \$1,575.00
- Faculty Senate Retreat – Held May 17, 2011
- Faculty Senate Record Archiving Project – (Summer 2011)
- CORE Faculty Member Committee Assignments & Discussions. Ongoing

Faculty Senate Completed Projects – Spring 2011

- Faculty 'Peer Evaluation' – Recommendation sent to Faculty PN Team.
- **CORE Committee Assignments-** Faculty Senate made the following recommendations:
 - **Instructional Resources:** Appointed Stacey Carr. Faculty Senate recommended this committee Charter be reviewed to reduce duplication.
 - **Advising Subcommittee** – Appt. Greg Thomas and Jan Bitikofer
 - **Student and Stakeholders** – Appt. Phil Hoke
 - **Retention and Recruitment Subcommittee** - Faculty Senate recommended, and in support of Chairman Clay Wrights' recommendation, that this committee be considered for disbanding with the option to establish ad hoc workgroups if short term projects are identified. It appears this subcommittee has met their mission.
 - **Institutional Resources:** Appt. Terry Crain.
- Faculty In-service (Jan 2011)
- Faculty Web Page On-line
- Faculty Senate and TLC college plan for 2011-2012 completed and submitted
- Appointment Dr. Alan Payne to Academic Review Committee
- **Approved Professional Development Requests**
 - Leslie Wenzel and Sergio Maria-Fagundez to attend the Wichita Math Conference in March. Total Expenditures = \$410.00
 - Dr. Jean Ferguson, English as a Second Language Instructor, to attend the CoTESOL (Colorado Teachers of English to Speakers of Other Languages) conference in Denver, CO in November 2010. Total Expenditures = \$453.30.

**MEETING OF TRUSTEES
OF
THE GARDEN CITY COMMUNITY COLLEGE
May 11, 2011**

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

Others Present: Eric Allen, *Western Kansas Broadcast Center, News Director*
Debra Atkinson, Deputy Clerk
Kevin Brungardt, Dean of Academics
Adrienne Celli, Student
Lenora, Cook, Dean of Technical Education
Jerome Curry, *Garden City Telegram, Education Reporter*
Brittany Garcia, Student
Daniel Gutierrez, Vice President, Student Government Association
Laura York Guy, Journalism Instructor/Advisor Student Media
Angela Haflich, GC3 Media
Leonard Hitz, Garden City Resident
Cristy Figueroa, GC3 Media
Melissa Fischer, Student
Chayli Hammond, Student
Jerry Jones, *Western Kansas Broadcast Center, Sports Director*
Micah Kasriel, Student Activities Coordinator
Jesus Lozoya, GC3 Media
Deanna Mann, Dean of Institutional Effectiveness & Enrollment Services
Allyson Maturey, GC3 Media
Linda Morgan, Department of Public Safety Instructor/Director, Faculty Senate President
Cathy McKinley, Dean of Continuing Education & Community Services
Erik Lozano, Student
Ashley Nielsen, President, Student Government Association
Deric Nielsen, Family Member of SGA President
Gary Nielsen, Parent of SGA President
Judy Nielsen, Parent of SGA President
Synthia Preston, GC3 Media
Anahi Sosa, GC3 Media
Jeffery Southern, Director of Information Technology
Nikki Todd, GC3 Media
Steve Quakenbush, Director of Information Services and Publications
Ryan Ruda, Dean of Student Services
Mariah Trujillo, Student
Jordan Wickstrom, *Garden City Telegram, Sports Writer*
Dee Wigner, Executive Dean of Administrative Services

Also attending: Numerous Garden City High School and GCCC students and alumni. (names not available)

CALL TO ORDER:

Chair Clifford called the meeting to order at 5:45 PM.

COMMENTS FROM THE CHAIR:

- Chair Clifford extended the Board's congratulations to Shelia Hendershot, Social Science instructor/retiree for earning the 2011 Outstanding Faculty Award, in addition to receiving The Phi Theta Kappa Continued Excellence Award for Advisors.
- Congratulations were extended to the GCCC Women's Rodeo Team for qualifying for the 2011 National Intercollegiate Rodeo Association College National Finals Rodeo.
- Chair Clifford noted that a reception for retiring faculty and staff members conducted on May 4 in the Endowment Room of the Beth Tedrow Student Center was enjoyed by all that attended. Chair Clifford expressed his appreciation for a fine event honoring retirees.
- Chair Clifford reminded board members that Commencement is scheduled for May 14 and asked them to let the president's office know if they would attend.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Ashley Nielsen addressed the board in her last meeting as Student Government Association president. Nielsen recognized her family that was in attendance for her final presentation. Nielsen thanked the board for their support throughout her tenure, and for allowing her to be a part of the recent presidential search.

She unveiled a Tobacco-Free Campus banner, which had been signed by numerous students, Nielsen stated that she expected new SGA officers to continue efforts to focus on enforcing tobacco regulations and reduce tobacco use indoors and outdoors at GCCC. Chairman Clifford stated that at the April meeting the Board had added an executive limitation to the policy governance document stating that "The president shall not fail to insure a safe and healthy environment on campus." This directive will be monitored on an annual basis.

Nielsen introduced her successor, Daniel Gutierrez, SGA president for 2011-2012. Gutierrez presented a plaque to Nielsen from SGA and expressed great appreciation for her service.

President Gutierrez highlighted recent activities:

- April 19, 2011, Earth Day/Adopt a Spot work day
- April 20, 2011, SGA awards assembly

Board members thanked Nielsen for her report.

REPORT FROM FACULTY SENATE:

Linda Morgan, Department of Public Safety Instructor/Director and Faculty Senate President, told trustees that Shelia Hendershot, Social Science Instructor/Phi Theta Kappa Advisor, was selected as the 2010-2011 Outstanding Faculty Member at today's Faculty Senate luncheon.

The current Faculty Senate project list is filed as part of the electronic board packet.

(Supporting documents filed with official minutes.)

Program Report:

Journalism/Student Media

Laura Guy

Laura Guy, Journalism Instructor/Student Media Advisor, provided a student-produced audio-visual presentation on an evolving Visual Communication program, which focused on the extensive range of skills necessary for a successful 21st Century communications career.

The report also included an outline on the performance of GCCC student media personnel in recent Kansas Associated Collegiate Press competition, in which staff members brought home approximately 30 individual awards, as well as silver medals for the campus newspaper and campus magazine.

Many students supporting the benefits of learning through what is termed "GC3 Media" were in attendance and spoke highly of the program and of Guy.

Guy told Board Members she appreciated the opportunity of presenting information and for the support of the Board. Guy called it an honor and privilege to work with GCCC students. Guy told trustees that the plan is to have the presentation on the internet as a possible recruitment tool.

Trustees thanked Guy for her report, and expressed appreciation for the professional appearance of the Breakaway magazine and Silhouette newspaper.

OPEN COMMENTS FROM PUBLIC:

Chair Clifford noted that GCCC students Brittany Garcia and Erik Lozano had requested time on the agenda to address the Board regarding a proposal to discontinue men's soccer.

Garcia shared with the Board that it was her hope that when the proposal is considered, board members would think of students and the talent available in Garden City. Garcia went on to say that a petition had been circulated on campus in support of retaining intercollegiate soccer and stated it included 400 signatures. Garcia encouraged trustees to keep soccer as an active sport, and said she believes there is still a lot of interest in it.

Lozano told trustees that he was pleased to see the support displayed in the form of persons in the room. Lozano felt that the support in the room shows a unity in searching for solutions and that people care for the future of the men's soccer program. Lozano told the Board that he was willing to help look at different solutions.

Both students expressed their thanks to the Board for allowing them to express their views.

Chair Clifford thanked both students for sharing their thoughts, and stated that according to the policy governance system used by the governing body, decisions on initiating or concluding such programs are up to the president. Clifford cited page 7, number 12 in the policy governance handbook, "The president shall not initiate new programs or retain existing programs without consideration of cost-effectiveness and overall value."

President Herbert Swender commended Lozano and thanked both students for their comments, which he applauded. He also thanked Lozano for discussing the soccer program in a prior visit at the president's office.

Swender said the consideration and upcoming decision is about students and not just the "right hand column." Swender noted that men's soccer had been part of the GCCC programs in 1990-1993 and discontinued, and that the current program was initiated in 2005. Swender noted that recent discussions among himself and his administrative team began after the departure of Coach Steve Gorton, who accepted a Division I collegiate coaching position.

Swender noted that the soccer team had achieved notable success over six years, but offered only minimal opportunities for local players. He also said it was important to consider costs for travel, insurance, facilities, and training room support. He pointed out, echoed by Athletic Director Bob Larson, that new NJCAA soccer regulations taking effect for 2012 would make it harder to maintain successful intercollegiate teams. Swender stated that he is in the process of reviewing how to maximize finite resources, and not put increasing educational costs on the backs of students.

In addition, Swender stated that he is directing the GCCC Student Services Division to boost intramural sports opportunities this fall, with a strong emphasis on soccer, in order to dramatically enhance avenues for participation by local and area students who have a passion for the game.

At this point Chair Clifford adjourned the meeting for a five minute recess (6:45 pm).

At 6:50 pm the meeting reconvened.

CONSENT AGENDA

Chair Clifford told trustees that agenda item G-GCCC Adult Basic Education MOU with Dodge City Community College and Seward County Community College, would be removed. Clifford then asked if Trustees wished to pull any items from the consent agenda for discussion; no one did. Chair Clifford then asked for a motion approving consent agenda items A-F.

Motion:

Worf, moved, seconded by Douglass, that Consent Agenda items A-F be approved as presented.

Motion carried 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (April 13, 2011).

(Supporting documents filed with official minutes.)

(B) APPROVED SUBMITTED FINANCIAL INFORMATION TO THE AUDITOR

(Supporting documents filed with official minutes.)

(C) APPROVED CHECKS PROCESSED IN EXCESS OF \$10,000

(D) APPROVED PURCHASES OVER \$20,000, as presented

D-1 Athletic Insurance Recommendation

Retained United State Fire Insurance Company, brokered by Dissinger Reed of Overland Park

(Supporting documents filed with official minutes.)

(E) APPROVED WORKERS COMPENSATION INSURANCE RENEWAL

Vendor: Keller Leopold Insurance, Garden City

Amount: \$79,827

(Supporting documents filed with official minutes.)

(F) APPROVED PERSONNEL ACTIONS/CONTRACTS as presented.

(Supporting documents filed with official minutes.)

POLICY REVIEW:

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated that they had received and reviewed General Executive Constraints-quarterly #9, #10. Chair Clifford asked for a motion affirming that the quarterly monitoring report had been read and provided a reasonable interpretation of the policy and evidence of compliance.

Motion:

Sterling, moved, seconded by Schwartz, to accept General Executive Constraints General Executive Constraints-quarterly #9, #10, as presented.

Motion carried 6-0.

(Supporting documents filed with official minutes.)

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Board reviewed EL 7 General Executive Constraints #12, Asset Protection, no changes were recommended.

In addition, Chair Clifford asked that General Executive Limitation #14, "The president shall not fail to insure a safe and healthy environment on campus," be added to the on-line Policy Governance manual.

Finding a date in mid July to have a refresher course on Policy Governance was discussed. Swender will suggest dates in July and will coordinate to enlist former Trustee and policy governance authority Lon Pishny to help with the refresher course. Swender would like to follow up with a board retreat after the refresher course to focus on long-range objectives.

OWNERSHIP LINKAGE:

Trustees acknowledged a letter of thanks from Martin Neff for a donation in memory of his father, and a thank you from Ryan Ruda for a plant sent in memory of his grand-mother.

Information was shared regarding public input received by individual trustees, including a suggestion for trap shooting instruction, and a series of favorable comments about Swender.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Swartz shared that a specialty meats processing company is looking at Garden City, in addition to a dairy processing company.
- Schwartz stated that the corporation is working local company on incentives for distribution and expansion.
- He stated that the Con Agra plant has seen some activity, probably by owners checking out their property.
- He said that Tec Vet is moving forward and may be up and running in June.

REPORTS:

Trustees received numerous information reports as part of the electronic Board packet. A complete report is filed in the electronic Board packet.

President's Report:

Incidental Information:

Recent campus events and developments, challenges and possible solutions are attached as part of these minutes.

Presidential Comments:

Swender congratulated the GCCC Drama department on an outstanding job on the production of Neil Simon's "Fools." Swender told trustees that the production was of the highest quality and commended Phil Hoke, GCCC Drama instructor, on a job very well done.

April 29 was the first yearly Employee Wing Ding in the GCCC commons area. Swender said he appreciated all that attended and stated that his family enjoyed meeting everyone.

On May 4, a group of 12 2010-2011 retirees from GCCC were honored at a reception. A cumulative total of 260 years were represented with 123 of those years by faculty. He said that speaks volumes about the institution. Approximately eight of the 12 were able to attend

Swender told trustees that GCCC was recognized in local and regional news media coverage this week for being among the top ten percent of American Community Colleges ranked by the Aspen Institute of Washington, DC. Updates will be forthcoming to the board. This recognition is reflective of the culture of success for GCCC, the president said.

Swender congratulated Social Science instructor Shelia Hendershot for being selected and given the Outstanding Faculty award for the school year. She received a plaque and stipend of \$1,000.

Swender also mentioned strengthening partnerships with area universities and said he hopes to offer more opportunities to acquire baccalaureate and master programs on the GCCC campus.

Swender thanked the administrative team and acknowledged the positive relationship that exists between GCCC and the GCCC Endowment Association.

Summer hours are in the discussion phase and Trustee can expect a report soon.

REPORT FROM KACCT:

No report at this time.

OTHER STATEMENTS:

Chair Clifford reminded trustees:

- Student Support Service Annual Awards reception on May 12 at 5:00 pm at St. Dominic Parish center
- Commencement May 14. Please meet in the Hall of Fame Room of the Dennis Perryman Athletic Complex at 9:00 am
- RSVP for the John Deere Awards event, scheduled Saturday, May 14, 2011 banquet, 1:30 pm at the Clarion Inn
- Consensus of the Board was to leave the meeting time at 5:45 pm through the summer months

EXECUTIVE SESSION:

No executive session was conducted

UPCOMING CALENDAR EVENTS:

July 4 Independence Day – NO CLASSES, OFFICES CLOSED
July 13 Regular monthly meeting Endowment Room, dinner in Broncbuster room at 5:00 PM call to order at 5:45 PM
Aug.10 Regular monthly meeting Endowment Room , at 5:45 PM

Motion:

***Worf, moved, seconded by Douglass to adjourn the meeting
Motion carried 6-0.***

Meeting adjourned at 7:25 PM.

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

William S. Clifford MD
Chair of the Board

Fiscal Year: 2011

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	114,294.00-	1,575,778.00-	1,692,900.00-	117,122.00-	6.92
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	52,883.00-	373,466.00-	310,000.00-	63,466.00	20.46-
11-00-0000-00000-4003 AUTOMATION ELECT C	0.00	1,604.00-	31,188.00-	20,000.00-	11,188.00	55.93-
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	25,545.00-	378,300.00-	440,000.00-	61,700.00-	14.02
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	9,483.00-	149,980.00-	150,000.00-	20.00-	0.01
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	1,870.00-	59,631.00-	70,000.00-	10,369.00-	14.81
11-00-0000-00000-4007 TECHNOLOGY FEE-C	0.00	17,646.00-	233,754.00-	230,000.00-	3,754.00	1.62-
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	660.00-	21,042.00-	27,500.00-	6,458.00-	23.48
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	347.00-	45,587.84	45,000.00	587.84-	1.30-
11-00-0000-00000-4102 PRIVATE GIFTS/GRAN	0.00	0.00	18,633.35-	18,000.00-	633.35	3.51-
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	475.00-	7,305.00-	10,000.00-	2,695.00-	26.95
11-00-0000-00000-4512 VENDING MACHINES :	0.00	751.24-	7,450.73-	12,000.00-	4,549.27-	37.91
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	2,559,826.00-	2,559,826.00-	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	5,039,163.53-	8,210,501.00-	3,171,337.47-	38.63
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	523,018.06-	690,365.00-	167,346.94-	24.24
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	7,793.30-	9,972.00-	2,178.70-	21.85
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	198,300.14-	178,540.00-	19,760.14	11.06-
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	32,696.86-	71,814.00-	39,117.14-	54.47
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	18,494.23-	20,278.00-	1,783.77-	8.80
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	134,547.34-	250,000.00-	115,452.66-	46.18
11-00-0000-00000-4902 INTEREST INCOME :	0.00	9,883.46-	46,226.84-	100,000.00-	53,773.16-	53.77
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	165.00-	0.00	165.00	0.00
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	2,551.46-	82,690.03-	90,000.00-	7,309.97-	8.12
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	581.72-	31,392.75-	25,000.00-	6,392.75	25.56-
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	1,350.00-	14,019.66-	15,000.00-	1,015.34-	6.77
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	622,537.00-	622,537.00-	100.00
=====						
Totals for FUND: 11 - GENERAL	35.00	239,924.88-	11,499,273.98-	15,779,233.00-	4,279,994.02-	27.12

Fiscal Year: 2011

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	39,700.00-	347,055.00-	307,355.00-	88.56
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	284,082.44-	462,488.00-	178,405.56-	38.58
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	28,313.16-	43,602.00-	15,288.84-	35.06
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	421.37-	630.00-	208.63-	33.12
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	10,950.25-	5,274.00-	5,676.25	107.62-
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	1,841.20-	4,536.00-	2,694.80-	59.41
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	1,003.16-	1,281.00-	277.84-	21.69
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	7,472.94-	8,348.00-	875.06-	10.48
61-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	0.00	128.00-	0.00	128.00	0.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	373,912.52-	873,214.00-	499,301.48-	57.18

Fiscal Year: 2011

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	1,421.70	1,421.70	100.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	1,125.00	18,001.79	114,680.19	150,374.00	34,568.81	22.99
DEPARTMENT: 11020 - HUMANITIES	1,828.14	569.38	18,936.61	31,594.46	10,829.71	34.28
DEPARTMENT: 11021 - ENGLISH	11,921.10	59,144.08	343,322.18	378,826.66	23,583.38	6.23
DEPARTMENT: 11022 - SPEECH	2,415.79	6,048.73	51,253.41	72,717.00	19,047.80	26.19
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	1,517.88	0.00	1,517.88-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	292.95	3,192.62	2,952.00	240.62-	8.14-
DEPARTMENT: 11025 - JOURNALISM	0.00	4,699.37	54,448.96	66,370.00	11,921.04	17.96
DEPARTMENT: 11026 - BROADCASTING	0.00	60.07	660.77	9,882.00	9,221.23	93.31
DEPARTMENT: 11030 - ART	441.55	23,541.17	142,517.63	152,402.00	9,442.82	6.20
DEPARTMENT: 11031 - DRAMA	1,337.18	5,515.15	61,181.43	67,920.00	5,401.39	7.95
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	5,981.36	70,886.58	78,343.94	7,457.36	9.52
DEPARTMENT: 11033 - INST MUSIC	1,801.29	22,251.65	137,940.93	157,424.00	17,681.78	11.23
DEPARTMENT: 11040 - SCIENCE	18,633.42	73,718.21	419,263.74	462,035.71	24,138.55	5.22
DEPARTMENT: 11050 - MATH	12,196.48	43,835.97	272,159.17	319,974.00	35,618.35	11.13
DEPARTMENT: 11060 - SOCIAL SCIENCE	5,765.63	97,521.38	520,464.91	606,813.01	80,582.47	13.28
DEPARTMENT: 11070 - HEALTH & PHYSICAL	758.00	13,897.90	152,109.18	162,946.00	10,078.82	6.19
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	8,731.06	88,137.08	100,592.00	12,454.92	12.38
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	552.60	5,960.16	700.00	5,260.16-	751.44-
DEPARTMENT: 11081 - READING	0.00	9,750.13	64,722.86	81,384.00	16,661.14	20.47
DEPARTMENT: 11082 - ESL	0.00	5,544.14	60,724.26	70,533.00	9,808.74	13.91
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	4,536.87	30,230.98	20,765.00	9,465.98-	45.58-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	1,948.00	5,000.00	3,052.00	61.04
DEPARTMENT: 11095 - FORENSICS COMPETIT	0.00	0.00	0.00	11,270.00	11,270.00	100.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	139.95	4,157.73	191,967.97	230,000.00	37,892.08	16.47
DEPARTMENT: 12011 - MID-MANAGEMENT	220.00	7,257.41	30,819.50	33,080.00	2,040.50	6.17
DEPARTMENT: 12012 - MCSE/CISCO	389.25	11,409.38	48,409.35	44,908.00	3,890.60-	8.65-
DEPARTMENT: 12013 - OFFICE EDUCATION	0.00	13,225.90	52,939.48	56,378.00	3,438.52	6.10
DEPARTMENT: 12014 - FINNUP LAB	798.97	0.00	8,817.07	11,001.00	1,384.96	12.59
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 12200 - ADN PROGRAM	78.76	39,911.08	337,437.84	423,160.00	85,643.40	20.24
DEPARTMENT: 12201 - LPN PROGRAM	78.72	13,887.10	149,147.57	181,323.00	32,096.71	17.70
DEPARTMENT: 12202 - EMT	2,638.40	18,663.44	120,308.65	148,595.00	25,647.95	17.26
DEPARTMENT: 12203 - ALLIED HEALTH	308.59	23,732.82	193,083.96	199,725.00	6,332.45	3.17
DEPARTMENT: 12210 - AGRICULTURE	600.70	3,842.30	42,824.67	52,600.00	9,174.63	17.44
DEPARTMENT: 12211 - MEAT JUDGING	595.30	7,971.89	98,227.84	96,303.00	2,520.14-	2.61-
DEPARTMENT: 12220 - AG EQUIPMENT & MEC	711.34	14,790.21	165,306.02	186,680.00	20,662.64	11.07
DEPARTMENT: 12230 - AUTO MECHANICS	559.50	4,682.22	53,661.35	63,210.81	8,989.96	14.22
DEPARTMENT: 12240 - CRIMINAL JUSTICE	4,474.27	24,095.15	154,888.20	190,801.63	31,439.16	16.48
DEPARTMENT: 12241 - FIRE SCIENCE	2,223.91	6,220.92	74,916.08	73,227.00	3,912.99-	5.33-
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	378.60	1,713.46	1,887.00	173.54	9.20
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,347.40	102,402.77	121,821.00	19,418.23	15.94
DEPARTMENT: 12260 - DRAFTING	0.00	655.60	4,873.35	8,426.00	3,552.65	42.16
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	12,457.94	25,438.82	271,586.41	310,794.02	26,749.67	8.61
DEPARTMENT: 12271 - AUTOMATION ELECTRI	259.16	5,745.03	63,250.29	81,249.71	17,740.26	21.83
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	4,473.07	5,490.70	66,502.76	82,168.00	11,192.17	13.62
DEPARTMENT: 12273 - WELDING	711.95	15,436.87	131,100.84	165,529.00	33,716.21	20.37
DEPARTMENT: 12290 - FINNEY COUNTY LEAR	0.00	0.00	37,014.57	37,508.00	493.43	1.32
DEPARTMENT: 21100 - INSTITUTIONAL RESE	0.00	6,552.58	72,139.41	80,203.00	8,063.59	10.05
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	3,147.02	8,235.00	5,087.98	61.78
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	4,883.83	59,167.41	58,865.00	302.41-	0.50-

DEPARTMENT: 41000 - LIBRARY	5,979.68	12,713.88	149,746.59	176,980.00	21,253.73	12.01
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	211.77	7,960.55	65,845.33	94,229.00	28,171.90	29.90
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	5,704.50	40,902.79	0.00	40,902.79-	0.00
DEPARTMENT: 42001 - DEAN OF ACADEMICS	629.19	22,277.42	207,296.47	346,940.00	139,014.34	40.07
DEPARTMENT: 42002 - OUTREACH	645.00	7,983.44	58,942.48	75,971.70	16,384.22	21.57
DEPARTMENT: 42003 - FACULTY SENATE	516.00	2,661.59	8,361.09	29,455.00	20,577.91	69.86
DEPARTMENT: 42005 - DEAN OF TECHNICAL	67.50	12,221.28	175,628.29	197,849.74	22,153.95	11.20
DEPARTMENT: 42006 - DEAN OF CONT ED CO	215.00	9,585.79	105,097.91	125,482.00	20,169.09	16.07
DEPARTMENT: 42007 - BRYAN EDUCATION CE	0.00	0.00	7,730.91	4,442.00	3,288.91-	74.03-
DEPARTMENT: 43000 - TRANSITION	0.00	3,222.57	35,511.04	38,944.00	3,432.96	8.82
DEPARTMENT: 50000 - DEAN OF STUDENT SE	372.47	10,476.20	114,449.39	151,939.41	37,117.55	24.43
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	28,935.00	28,395.00	540.00-	1.89-
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	2,663.62	41,511.98	44,309.00	2,797.02	6.31
DEPARTMENT: 50010 - COUNSELING & GUIDA	337.40	12,214.24	137,439.53	168,125.59	30,348.66	18.05
DEPARTMENT: 50011 - ASSESSMENT/TESTING	389.30	3,180.38	40,284.57	52,651.00	11,977.13	22.75
DEPARTMENT: 50020 - FINANCIAL AID OFFI	3,295.00	22,848.43	230,227.20	276,952.00	43,429.80	15.68
DEPARTMENT: 50030 - ADMISSIONS	613.80	15,266.22	164,114.17	197,034.00	32,306.03	16.40
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	718.00	10,045.43	128,208.70	141,244.00	12,317.30	8.72
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	4,214.08	41,611.64	49,958.00	8,346.36	16.71
DEPARTMENT: 50100 - DEAN OF IE/ES	706.40	7,578.62	71,383.10	82,453.00	10,363.50	12.57
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	5,550.12	17,952.24	345,780.51	400,837.12	49,506.49	12.35
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	6,976.43	110,167.20	116,725.00	6,557.80	5.62
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	50.00	6,331.27	92,875.89	101,661.65	8,735.76	8.59
DEPARTMENT: 55003 - MEN'S TRACK	0.00	2,776.54	34,674.99	39,392.94	4,717.95	11.98
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	2,314.29	32,546.05	37,587.34	5,041.29	13.41
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	979.90	4,967.58	57,514.62	61,368.00	2,873.48	4.68
DEPARTMENT: 55006 - FOOTBALL	3,677.95	18,177.18	246,987.67	281,402.00	30,736.38	10.92
DEPARTMENT: 55007 - BASEBALL	1,083.50	9,803.50	101,693.97	111,838.00	9,060.53	8.10
DEPARTMENT: 55008 - VOLLEYBALL	0.00	1,251.38	42,628.58	53,227.00	10,598.42	19.91
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	1,128.02	51,029.13	50,156.00	873.13-	1.73-
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	2,018.20	49,788.47	57,064.89	7,276.42	12.75
DEPARTMENT: 55012 - CHEERLEADING	248.72	1,097.34	18,674.09	18,791.00	131.81-	0.69-
DEPARTMENT: 55014 - RODEO TEAM	0.00	6,433.62	108,810.21	114,730.00	5,919.79	5.16
DEPARTMENT: 55018 - INTRAMURALS & STUD	0.00	81.21	3,063.45	0.00	3,063.45-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	815.00	7,964.31	113,916.45	122,250.00	7,518.55	6.15
DEPARTMENT: 61000 - PRESIDENT	7,925.75	13,521.41	214,729.22	371,152.60	148,497.63	40.01
DEPARTMENT: 61001 - BOARD OF TRUSTEES	475.05	542.64	30,783.59	99,840.00	68,581.36	68.69
DEPARTMENT: 61005 - ATTORNEY	0.00	2,324.00	9,022.64	20,250.00	11,227.36	55.44
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	87.78	40,416.45	1,112,103.23	1,291,035.33	178,844.32	13.85
DEPARTMENT: 62010 - HUMAN RESOURCES	2,566.99	8,611.07	93,156.23	149,817.00	54,093.78	36.11
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	8,247.55	43,104.55	59,034.00	15,929.45	26.98
DEPARTMENT: 62012 - LEADERSHIP DEVELOP	177.03	124.32	985.99	1,935.00	771.98	39.90
DEPARTMENT: 62050 - ONE-TIME PURCHASES	7,816.63	0.00	3,569.13	51,531.26	40,145.50	77.91
DEPARTMENT: 63000 - INFORMATION SERVIC	14,492.16	12,618.43	191,536.09	229,335.00	23,306.75	10.16
DEPARTMENT: 64000 - INFORMATION TECHNO	8,208.67	27,406.15	512,277.12	623,912.00	103,426.21	16.58
DEPARTMENT: 65000 - CENTRAL SERVICES	8,852.22	12,207.13	126,015.58	145,704.00	10,836.20	7.44
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	743.98	6,832.03	89,393.42	98,779.00	8,641.60	8.75
DEPARTMENT: 71000 - BUILDINGS	43,722.75	25,444.43	291,323.08	364,450.72	29,404.89	8.07
DEPARTMENT: 71005 - SCOTT CITY BLDG MA	0.00	0.00	7,242.32	1,625.00	5,617.32-	345.67-
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	0.00	1,690.00	1,690.00	100.00
DEPARTMENT: 72000 - CUSTODIAL SERVICES	5,419.31	39,189.50	424,677.97	470,063.00	39,965.72	8.50
DEPARTMENT: 73000 - GROUNDS	4,672.79	5,850.86	100,350.71	192,003.00	86,979.50	45.30
DEPARTMENT: 73001 - ATHLETIC FIELDS	2,253.00	2,334.59	26,591.32	34,545.00	5,700.68	16.50
DEPARTMENT: 74000 - VEHICLES	2,671.62	19,515.76	191,536.41	213,934.06	19,726.03	9.22
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	11,042.45	129,343.98	149,989.00	20,645.02	13.76
DEPARTMENT: 76000 - INSURANCE	0.00	7,968.47	264,149.22	306,928.00	42,778.78	13.94
DEPARTMENT: 77000 - UTILITIES	10,551.20	36,833.82	503,733.45	688,300.00	174,015.35	25.28
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	27,865.10-	28,385.48-	62,000.00	90,385.48	145.78
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	2,064.00	4,515.00	9,020.00	4,505.00	49.94

DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	903.00	18,963.00	33,087.00	14,124.00	42.69
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	528.00	15,801.00	3,000.00	12,801.00	426.69-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	107.00-	135,148.00	151,575.00	16,427.00	10.84
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	37,540.00	49,938.00	12,398.00	24.83
DEPARTMENT: 94000 - STUDENT CENTER	1,260.90	2,937.94	45,381.37	50,589.00	3,946.73	7.80
DEPARTMENT: 98001 - CHILD CARE	0.00	3,472.70	38,331.30	42,867.00	4,535.70	10.58

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FUND: 11 - GENERAL	238,942.89	1,198,026.89	13,049,212.27	15,779,233.00	2,491,077.84	15.79
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FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	3,277.78	11,007.67	123,541.43	182,940.40	56,121.19	30.68
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	3,648.89	15,000.00	11,351.11	75.67
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	160.00	0.00	381.33	1,050.00	508.67	48.44
DEPARTMENT: 00000 - GENERAL	0.00	0.00	6,833.67	0.00	6,833.67-	0.00
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	457.60	2,479.70	20,000.00	17,520.30	87.60
DEPARTMENT: 55012 - CHEERLEADING	483.28	0.00	4,221.81	4,794.79	89.70	1.87
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	9,484.10	9,700.00	215.90	2.23
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	344.48	15,163.15	59,005.38	43,842.23	74.30
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	12,147.68	20,000.00	7,852.32	39.26
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	1,795.46	2,600.00	804.54	30.94
DEPARTMENT: 11031 - DRAMA	120.00	0.00	3,485.53	7,350.00	3,744.47	50.95
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	1,872.40	7,153.00	5,280.60	73.82
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	645.04	645.04	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	224.11	9,649.32	40,000.00	30,350.68	75.88
DEPARTMENT: 12273 - WELDING	0.00	309.48	309.48	1,865.31	1,555.83	83.41

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FUND: 14 - ADULT SUPPLEMENTARY ED	4,041.06	12,343.34	195,658.99	372,103.92	172,403.87	46.33
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FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	436.50	5,324.93	9,000.00	3,675.07	40.83
DEPARTMENT: 94000 - STUDENT CENTER	31,922.65	1,536.51	185,305.78	225,700.00	8,471.57	3.75
DEPARTMENT: 95000 - STUDENT HOUSING	93,854.73	21,804.93	1,123,426.78	1,393,395.00	176,113.49	12.64
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	147.00	10,000.00	9,853.00	98.53
DEPARTMENT: 98000 - COSMETOLOGY	5,114.82	4,779.91	92,680.79	138,955.00	41,159.39	29.62
DEPARTMENT: 98001 - CHILD CARE	0.00	2,116.29	19,353.39	44,406.00	25,052.61	56.42
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FUND: 16 - AUXILIARY ENTITIES	130,892.20	30,674.14	1,426,238.67	1,821,456.00	264,325.13	14.51

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FUND: 21 - FEDERAL STUDENT AID

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	69,872.83	4,748,233.30	98,350.00	4,649,883.30-	727.88-
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FUND: 21 - FEDERAL STUDENT AID	0.00	69,872.83	4,748,233.30	98,350.00	4,649,883.30-	727.88-

Fiscal Year: 2011

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,216.00	0.00	6,231.00	0.00	7,447.00-	0.00
DEPARTMENT: 71000 - BUILDINGS	1,520.27	0.00	13,770.44	0.00	15,290.71-	0.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	17,026.75	17,027.00	0.25	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	13,038.98	98,383.95	153,401.74	55,017.79	35.87
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	186,533.98	186,534.55	0.57	0.00
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	6,137.85	0.00	101,502.65	158,451.53	50,811.03	32.07
DEPARTMENT: 45011 - SCIENCE LAB ACTIVI	200.00	0.00	28,829.30	29,420.32	391.02	1.33
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	270,000.00	270,000.00	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	20,698.50	22,059.50	1,361.00	6.17
DEPARTMENT: 11040 - SCIENCE	0.00	499.98	22,985.51	23,522.79	537.28	2.28
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	39,437.02	51,897.12	12,460.10	24.01
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	31,103.74	0.00	31,103.74-	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	5,076.50	5,000.00	76.50-	1.52-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	7,793.28	72,000.00	64,206.72	89.18
DEPARTMENT: 00000 - GENERAL	0.00	0.00	28,935.00-	28,935.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	620.00	34,349.23	178,775.85	313,024.00	133,628.15	42.69
DEPARTMENT: 00000 - GENERAL	0.00	0.00	11,907.00-	11,907.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,290.38	9,613.74	104,130.18	250,041.00	144,620.44	57.84
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	43.86	8,562.97	71,836.21	304,708.00	232,827.93	76.41
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	270,000.00	270,000.00	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	9,161.44	0.00	0.00	24,963.00	15,801.56	63.30
DEPARTMENT: 42000 - DEAN OF LEARNING S	300.00	3,236.02	33,125.41	42,910.40	9,484.99	22.10
DEPARTMENT: 31000 - COMMUNITY SERVICE	742.75	15,234.80	161,006.77	191,360.00	29,610.48	15.47
DEPARTMENT: 11040 - SCIENCE	0.00	1,972.64	21,355.33	35,204.00	13,848.67	39.34
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,790.54	45,964.93	51,150.00	5,185.07	10.14
DEPARTMENT: 42005 - DEAN OF TECHNICAL	8,594.21	4,324.59	85,588.92	115,912.00	21,728.87	18.75
DEPARTMENT: 42000 - DEAN OF LEARNING S	2,961.33	12,286.03	94,396.39	190,035.00	92,677.28	48.77
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	12,061.00	117,154.52	182,191.43	65,036.91	35.70
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	0.00	30,000.00	30,000.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	8,680.80	8,680.80	100.00
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	1,875.00	0.00	0.00	6,836.00	4,961.00	72.57
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	0.00	0.00	0.00	2,429.81	2,429.81	100.00
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FUND: 22 - RESTRICTED GRANTS	34,663.09	116,970.52	1,721,865.13	2,967,917.99	1,211,389.77	40.82

Garden City Community College
Annual Budget Report Ending 05/31/2011
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Fiscal Year: 2011

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	171.00	873.27	6,936.18	6,970.00	137.18-	1.96-
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	0.00	296,109.25	299,530.30	3,421.05	1.14
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	199.50-	3,110.50	3,310.00	106.41
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	5,878.13	7,000.00	1,121.87	16.03
DEPARTMENT: 63000 - INFORMATION SERVIC	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	24,350.90	25,389.90	1,039.00	4.09
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	210.60	210.60	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	233.50	233.50	100.00
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	171.00	1,873.27	334,074.96	343,444.80	9,198.84	2.68

Garden City Community College
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FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13305 - ADULT ED - STAFF D	1,096.25	1,359.01	9,703.80	13,220.00	2,419.95	18.31
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	7,062.99	7,062.99	0.00	0.00
DEPARTMENT: 13302 - ADULT ED - TECHNIC	0.00	0.00	0.51	0.51	0.00	0.00
DEPARTMENT: 13303 - ADULT ED - SUPPORT	0.00	1,141.00	10,597.00	10,597.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	9,777.82	136,071.04	194,497.31	58,426.27	30.04
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	444.75	3,524.59	6,633.00	3,108.41	46.86
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	1,424.99	27,174.60	35,546.00	8,371.40	23.55
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	1,433.14	1,777.00	343.86	19.35
DEPARTMENT: 13301 - ADULT ED - INSTRUC	558.80	14,231.93	121,796.16	214,300.62	91,945.66	42.90
DEPARTMENT: 00000 - GENERAL	0.00	0.00	32,500.00-	32,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	269.52	13,516.64	168,364.87	272,096.00	103,461.61	38.02
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	14,000.00	569.78	16,307.57	33,322.86	3,015.29	9.05
=====						
FUND: 24 - ADULT EDUCATION	15,924.57	42,465.92	469,536.27	756,553.29	271,092.45	35.83

06-01-11

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Fiscal Year: 2011

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	47,865.00	0.00	169,329.07	873,214.00	656,019.93	75.13
=====						
FUND: 61 - CAPITAL OUTLAY	47,865.00	0.00	169,329.07	873,214.00	656,019.93	75.13

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Garden City Community College
Annual Budget Report Ending 05/31/2011
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Fiscal Year: 2011

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	288,740.00-	0.00	288,740.00	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	0.00	0.00	21,316.85	0.00	21,316.85-	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	49,404.05	0.00	49,404.05-	0.00
=====						
FUND: 63 - DEBT RETIREMENT FUND	0.00	0.00	218,019.10-	0.00	218,019.10	0.00

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Garden City Community College
Annual Budget Report Ending 05/31/2011
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Fiscal Year: 2011

FUND: 64 - DEBT PROJECT FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	30,077.00	0.00	30,077.00-	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	116,193.25	0.00	116,193.25-	0.00
=====						
FUND: 64 - DEBT PROJECT FUND	0.00	0.00	146,270.25	0.00	146,270.25-	0.00

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FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	5,727.34	16,630.62	226,081.10	314,394.85	82,586.41	26.27
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,418.37	15,604.67	0.00	15,604.67-	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	904.69	758.51	6,722.80	37,800.00	30,172.51	79.82
DEPARTMENT: 99002 - STUDENT MAGAZINE	2,224.00	149.76	6,510.05	31,200.00	22,465.95	72.01
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	195.14	9,096.86	14,800.00	5,703.14	38.53
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	8,856.03	19,152.40	264,015.48	398,194.85	125,323.34	31.47

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FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	16,879.00	0.00	16,879.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	86.00-	10,309.00	0.00	10,309.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	9,751.00	0.00	9,751.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	7,904.00	0.00	7,904.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	10,610.00	0.00	10,610.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	86.00-	92,484.00	0.00	92,484.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	13,114.00	0.00	13,114.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	300.00-	7,990.00	0.00	7,990.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	22,958.00	0.00	22,958.00-	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	2,921.00	0.00	2,921.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	11,383.00	0.00	11,383.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	9,836.00	0.00	9,836.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	9,965.00	0.00	9,965.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	6,356.00	0.00	6,356.00-	0.00
DEPARTMENT: 11030 - ART	0.00	300.00	4,551.00	0.00	4,551.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	19,465.00	0.00	19,465.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	23,493.00	0.00	23,493.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	29,112.00	0.00	29,112.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	3,987.00	0.00	3,987.00-	0.00
DEPARTMENT: 12211 - MEAT JUDGING	0.00	0.00	11,555.00	0.00	11,555.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	24,214.00	0.00	24,214.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	172.00-	348,837.00	0.00	348,837.00-	0.00

06-01-11

Garden City Community College
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Fiscal Year: 2011

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	8,430.50	334,897.20	437,625.00	102,727.80	23.47
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	8,430.50	334,897.20	437,625.00	102,727.80	23.47

06-01-11

Garden City Community College
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Fiscal Year: 2011

FUND: 89 - OTHER

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	600.00	93,600.00-	0.00	93,600.00	0.00
DEPARTMENT: 00000 - GENERAL	0.00	12,065.20	132,490.62	0.00	132,490.62-	0.00
=====						
FUND: 89 - OTHER	0.00	12,665.20	38,890.62	0.00	38,890.62-	0.00

As of 05/31/11

		Amount	% Rate
Cash in Bank:	Commerce Bank	\$344,183.38	0.0000%
	State Municipal Invest. Pool	\$ 18,378.77	0.0400%
	Landmark National Bank	\$ 3,755,152.88	0.1000%

Investments:

Institution	Type	Amount	% Rate	Beg. Date	End Date
First National Bank of Holcomb	CD	\$ 1,000,000.00	0.5900%	5/5/2011	11/3/2011
Commerce Bank	CD	\$ 2,000,000.00	0.3000%	10/29/2010	10/29/2011
Commerce Bank	CD	\$ 1,000,000.00	0.3000%	11/2/2010	5/2/2012
First National Bank of GC	CD	\$ 2,000,000.00	0.5000%	4/29/2011	4/29/2012

**CHECKS PROCESSED IN EXCESS OF \$10,000
JUNE 2011**

Purchases over \$10,000 requiring bid sheet:

- None to report this month

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

- Check #208319 to City of Garden City for \$42,997.02 for utilities.
- Check #208321 to Commerce Bank for \$22,530.39 for purchase card charges.
- Check #208438 to Great Western Dining for \$51,658.85 for various invoices.
- Check #208515 to Blue Cross and Blue Shield of Kansas for \$91,247.13 for June health insurance premiums.

Agenda No: III-D-1

Date: June 8, 2011

Topic: Datatel software maintenance renewal

Presenter: Dr. Herbert J. Swender

Background Information:

Datatel is the administrative software used by the college. The annual maintenance fee for FY12 is \$193,785.00. This represents a 6% increase over last year.

The maintenance fee is paid out of general fund.

Budget Information:

The renewal is effective 7-1-11; therefore it will be paid out of next year's budget.

Recommended Board Action:

Board authorizes the administration to renew the maintenance agreement with Datatel at an annual fee of \$193,785.00.

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

Board Member Notes:



4375 Fair Lakes Court
 Fairfax, Virginia 22033
 703 968 9000

INVOICE

INVOICE NUMBER	CLIENT NUMBER	ACCOUNT NUMBER	INVOICE DATE	PURCHASE ORDER #	TERMS
MRI00000011039	G04	GARDENCC	5/31/2011		Net 15 Days

GARDEN CITY COMMUNITY COLLEGE
 ATTN: ACCOUNTS PAYABLE
 801 CAMPUS DRIVE
 GARDEN CITY, KS 67846-6398
 USA

DESCRIPTION	SERVICES USED	UNIT PRICE	AMOUNT
ESSA RENEWAL	7/1/2011 - 6/30/2012		
CORE			
ACCOUNTS RECEIVABLE, CASH RECEIPTS, GENERAL LEDGER, DEMOGRAPHICS, COMMUNICATIONS MANAGEMENT, FACILITIES PROFILE, SCHEDULING & STAFF/VOLUNTEER INFORMATION, ELECTRONIC FILE IMPORT/EXPORT, WORKFLOW MANAGEMENT SYSTEM, ACTIVITIES & EVENTS, WEBADVISOR BASE SOFTWARE			33,690.00
STUDENT			
ACADEMIC RECORDS, RECRUITMENT/ADMISSION MANAGEMENT, CURRICULUM MANAGEMENT, FACULTY INFORMATION, FINANCIAL AID, REGISTRATION, CAMPUS ORGANIZATION, DEGREE AUDIT, GRADEBOOK, RESIDENCE LIFE, WEBADVISOR- FA AWARD ACCEPTANCE & LOAN CHANGE, WEBADVISOR- INSTANT ENROLLMENT, WEBADVISOR- MY ADVISEES, WEBADVISOR- STUDENT EDUCATION PLAN			36,535.00
ST WORKFLOW DEFINITION TOOL ANNUAL LICENSE			2,030.00
ST WORKFLOW DEFINITION TOOL ANNUAL MAINTENANCE			525.00
FINANCE			
ACCOUNTS PAYABLE, PURCHASING, BUDGET MANAGEMENT, FIXED ASSETS, FIXED ASSETS IMPORT UTILITY, INVENTORY, PHYSICAL PLANT , PROJECTS ACCOUNTING , WEBADVISOR WORKFLOW WORK ORDER			31,985.00
FINANCE WORKFLOW DEFINITION TOOL ANNUAL LICENSE			2,030.00
FINANCE WORKFLOW DEFINITION TOOL ANNUAL MAINTENANCE			525.00
HUMAN RESOURCES			
HUMAN RESOURCES, EMPLOYMENT ACTIONS, HUMAN RESOURCES, PAYROLL, WEBADVISOR- TIME ENTRY & APPROVAL			11,745.00
HR WORKFLOW DEFINITION TOOL ANNUAL LICENSE			2,030.00
HR WORKFLOW DEFINITION TOOL ANNUAL MAINTENANCE			525.00
FUND RAISING			
CONSTITUENT MANAGMENT, CONTRIBUTION MANAGEMENT, COMMUNICATIONS MANAGEMENT, CAMPAIGN MANAGEMENT & ANALYSIS, GENERAL LEDGER FUNCTION (COLLEAGUE CORE), AND SEVEN (7) DATAMARTS FOR STANDARD REPORTING AND DATA ANALYSIS, SUCCESS DASHBOARDS & PERFORMANCE ANALYTICS, PLANNED GIVING.			8,770.00
CA WORKFLOW DEFINITION TOOL ANNUAL LICENSE			2,030.00

Please make checks payable to: Datatel, Inc.

4375 Fair Lakes Court
Fairfax, Virginia 22033
703 968 9000

INVOICE NUMBER	CLIENT NUMBER	ACCOUNT NUMBER	INVOICE DATE	PURCHASE ORDER #	TERMS
MRI00000011039	G04	GARDENCC	5/31/2011		Net 15 Days

GARDEN CITY COMMUNITY COLLEGE
ATTN: ACCOUNTS PAYABLE
801 CAMPUS DRIVE
GARDEN CITY, KS 67846-6398
USA

DESCRIPTION	SERVICES USED	UNIT PRICE	AMOUNT
CA WORKFLOW DEFINITION TOOL ANNUAL LICENSE MAINTENANCE			525.00
PER USER			16,256.00
APPLICATION DEVELOPMENT ENVIRONMENT			25,615.00
ADDITIONAL SOLUTION CENTER +5 HOURS MAINTENANCE			10,475.00
APPLICATION SERVER USERS			4,864.00

Thank you for your business with Datatel

Total Charge	190,155.00
No Tax	0.00
Invoice Total	190,155.00
Less Credit On Account	0.00
Balance Due	190,155.00

Please make checks payable to: Datatel, Inc.



4375 Fair Lakes Court
 Fairfax, Virginia 22033
 703 968 9000

INVOICE

INVOICE NUMBER	CLIENT NUMBER	ACCOUNT NUMBER	INVOICE DATE	PURCHASE ORDER #	TERMS
MRI00000011894	G04	GARDENCC	4/30/2011		Net 15 Days

GARDEN CITY COMMUNITY COLLEGE
 ATTN: ACCOUNTS PAYABLE
 801 CAMPUS DRIVE
 GARDEN CITY, KS 67846-6398
 USA

DESCRIPTION	SERVICES USED	UNIT PRICE	AMOUNT
2011/2012 PARTNER RENEWALS SECURITYSMITH ANNUAL LICENSE	1.00	2,615.00	2,615.00
SECURITYSMITH ANNUAL LICENSE MAINTENANCE	1.00	580.00	580.00
RDBMS AE USERS PARTNER MAINTENANCE	5.00	87.00	435.00

Thank you for your business with Datatel

Total Charge	3,630.00
No Tax	0.00
Invoice Total	3,630.00
Less Credit On Account	0.00
Balance Due	<u>3,630.00</u>

Please make checks payable to: Datatel, Inc.

Agenda No: III-D-2

Date: June 8, 2011

Topic: KanRen, Inc.

Presenter: Dr. Herbert J. Swender

Background Information:

KanRen, for which GCCC is a member, is a consortium which supplies statewide network for data communication. The annual fee includes equipment, internet and technical support. The annual fee for FY12 is \$43,900 which is \$5,000 more than the previous agreement, but locks in our rate for the next five years.

The payments are made quarterly and are budgeted within the general fund.

Budget Information:

The renewal is effective 7-1-11; therefore will be paid out of next year's budget.

Recommended Board Action:

Board authorizes administration to approve the five year agreement with KanRen at an annual cost of \$43,900, with a one-time usage fee of \$2,220.00.

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

Board Member Notes:



Quotation

1405 Wakarusa Suite B
Lawrence, Kansas 66049
785-856-9800

Billing Period 7/1/11-6/30/12

Date 5/20/2011

Quotation# 217

Bill To:

Garden City Community College
Andy Gough
801 Campus Dr
Garden City, KS 67846

Valid Until: 6/19/2011

Prepared By: Lisa Hunkele

QTY.	DESCRIPTION	UNIT COST	MONTHLY	MRC-QUARTER	MRC-YEAR
1	Membership fee: Partner	\$333.33	\$333.33	\$1,000.00	\$4,000.00
50	Per Mb Local Loop - 60 Month Term	\$55.00	\$2,750.00	\$8,250.00	\$33,000.00
50	Per Mb Internet & Backbone Charges	\$11.50	\$575.00	\$1,725.00	\$6,900.00
1	NRC - Provider Installation Charge	\$0.00	<i>NRC is a one time charge, and not included in extended MRC totals.</i>		
1	NRC - Equipment Usage Fee	\$2,220.00	<i>NRC is a one time charge, and not included in extended MRC totals.</i>		
Total				\$10,975.00	\$43,900.00

Notes:

- (1) Acceptance of this quotation will constitute an official authorization to proceed with ordering equipment and scheduling installation of said equipment.
- (2) Installation will occur 30 to 60 days from the acceptance of this quotation.
- (3) Equipment is owned and managed by KanREN, Inc.

Acceptance Signature: _____

Agenda No: III-D-3

Date: June 8, 2011

Topic: Athletic Insurance Renewal

Presenter: Dr. Herbert J. Swender

Background Information:

The athletic insurance renewal premiums for both secondary and catastrophic insurance are \$127,273. Although there was a decrease to our secondary insurance premium, the catastrophic insurance which is set at the national level had an increase. The overall result was a cost savings of \$6,616.

Budget Information:

The renewal is effective July 1, therefore the premium will come out of next year's general fund budget.

Recommended Board Action:

Board authorizes the administration to renew athletic insurance with Dissinger Reed at an annual premium of \$127,273.

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

Board Member Notes:

Renewal

United States Fire Insurance Co (A+ Rated)
AG Administrators- Third Party Administrator

<u>Plan Type</u>	<u>Deductible</u>	<u>Benefit Period</u>	<u>Premium</u> *
Excess/Secondary	\$1,000*	2 Years	\$104,950
	\$1,500	2 Years	\$100,400
	\$2,500	2 Years	\$ 92,800

Accidental Medical Expense Maximum: \$25,000

Accidental Death and Dismemberment: \$10,000/\$500,000 Aggregate

Policy Type: Excess (non-duplication)

Deductible: \$1,000*

Expanded Medical: Included

HMO/PPO Denials: Included

Heart and Circulatory: Included

Pre-existing conditions: Included

Off-season conditioning: Included

Physical Therapy: 100% to plan max (\$90,000)

Dental Benefit: 100% to plan max (\$90,000)

Orthopedic Appliance: 100%

Ambulance services: 100%

Benefit period: 104 weeks (2 years)

Incurring period for first expense: 90 days or within a reasonable time period

Coverage Term: Annual

Proposed Effective Date: July 1, 2011

Claims Administered by: AG Administrators

Insurance company: United States Fire Insurance Co (AM Best rated: A)

*Deductible is a Reducing/Disappearing Deductible

Covered Sports: Baseball, Basketball, Cheerleading, Cross Country, Football (Fall & Spring), Rodeo, Softball and Volleyball. Coverage also extends to student-managers, student-athletic trainers, student-coaches.

Catastrophic Coverage

Mutual of Omaha 2010-11

<u>Plan Type</u>	<u>Deductible</u>	<u>Premium</u>
Catastrophic*	\$25,000	\$20,294

*\$5,000,000 Lifetime Maximum

- Mutual of Omaha 2011-12

<u>Plan Type</u>	<u>Deductible</u>	<u>Premium</u>
Catastrophic*	\$25,000	\$22,323 *

*\$5,000,000 Lifetime Maximum

Quote based on Fall & Spring Football and one other hazardous sport (Rodeo)

Agenda No: III-D-4

Date: June 8, 2011

Topic: Technology purchase for campus

Presenter: Dr. Herbert J. Swender

Background Information:

IT is requesting funds to purchase hardware in order to develop the server structure necessary to deploy SharePoint 2010, Exchange 2010 and increase document storage space. This project will provide the hardware infrastructure to accommodate increased growth, reliability, performance, services and remote web access to documents and applications. It will provide a portal for employee and student use of Office 365 which will allow secure online (web) access to "My Documents" and Microsoft Office applications such as Word, Excel, and PowerPoint. With the portal students will be provide with campus logons and passwords, which will allow for the delivery of increased services to students and to create more secure campus network than currently available in student labs and the library using generic logins. This will also allow for the campus hosting of student email accounts which are currently being hosted by Google.

The project would allow for the replacement of 2 domain servers, the current SharePoint Server, and the SharePoint Web Front End server. It will also add two new SQL Database Servers, one SharePoint search/index/ crawl server, one SAN (storage area network). It will allow for fail over clustering and redundant services. It will expand our core network switch. We will be able to leverage our investment in Microsoft software products by using SharePoint to develop online and internal fill able forms in conjunction with work flows to route said forms to the appropriate office, department or person which should cut down on hard copy paper usage and storage, inter campus mail delivery, and increase overall efficiency for campus operations. It will be integrated with our current document scanning system (Image Now) which is integrated with our current SIS.

Current systems are outdated and cannot be upgraded since the SharePoint 2010 Server requires a 64 bit environment and Exchange 2010 requires a 2007 Active Directory domain. We currently have a 32 bit environment on all servers and a 2003 Active Directory domain. Our current document storage array is approximately five years old and is maxed out for storage space and upgrades.

The total cost for this proposal is \$157,229.72 and would be funded from the general fund. The majority of this cost was anticipated and is budgeted within the IT departmental budget.

Budget Information:

\$157,229.72 – general fund

Recommended Board Action:

Board authorizes the administration to purchase hardware and software not to exceed \$158,000.00

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:



**The Right Technology.
Right Away.™**

www.CDWG.com
800-808-4239

SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
XBW8535	11206756	5/05/2011

ANDREW GOUGH
B 801 N CAMPUS DR
L
L GARDEN CITY COMMUNITY COLLEGE
T GARDEN CITY, KS 67846-6333
O


GARDEN CITY COMMUNITY COLLEGE
S 801 N CAMPUS DR
H
I
P ANDREW GOUGH
T GARDEN CITY, KS 67846-6333
O Contact: ANDREW GOUGH 620-276-0348

Customer Phone # 6202760348

Customer P.O. # ENT/IBM QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
GREG GIGIEL 866-665-7215	FEDEX Ground	MasterCard/Visa Go	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	1957654	ENTERASYS S-SER 48PT SFP 4PT 10GB Mfg#: ETS-SSA-G1018-0652 Contract: MARKET	12750.00	12750.00
2	1866407	ENTERASYS S SERIES AC PWR SUP Mfg#: ETS-SSA-AC-PS-625W Contract: MARKET	435.00	870.00
2	1866422	ENTERAYS 10GB-SR-SFPP Mfg#: ETS-10GB-SR-SFPP Contract: MARKET	935.00	1870.00
6	475758	ENTERASYS MGBIC 1000BASE-SX LC MMF Mfg#: ETS-MGBIC-LC01 Contract: MARKET	265.00	1590.00
1	664274	ENTERASYS SUPPORTNET 24X7XNBD S10 Mfg#: ETR-ES-SN-S10 Contract: MARKET	1460.00	1460.00
2	727474	ENTERASYS SUPPORTNET 24X7XNBD S00 Mfg#: ETR-ES-SN-S00 Contract: MARKET	61.60	123.20
3	1222459	ENTERASYS SERVICE UNITS SINGLE Mfg#: ETS-PS-ESU-1 Contract: MARKET	2500.00	7500.00
3	2081273	IBM SYSTEM X3550 M3 E5640 2.66GHZ/5. Mfg#: IBM-7944E2U Contract: MARKET	3117.00	9351.00

TOTAL  Continued

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230 North Milwaukee Ave.
Vernon Hills, IL 60061
General Phone: 847-371-5000 Fax: 847-419-6200
Account Manager's Direct Fax: 312-752-3555

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SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
XBW8535	11206756	5/05/2011

ANDREW GOUGH
B 801 N CAMPUS DR
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L GARDEN CITY COMMUNITY COLLEGE
T GARDEN CITY, KS 67846-6333
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ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
GREG GIGIEL 866-665-7215	FEDEX Ground	MasterCard/Visa Go	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
3	2075741	IBM XEON E5640 4C 2.66GHZ 12MB CACHE Mfg#: IBM-59Y4008 Contract: MARKET	1165.00	3495.00
9	2039545	IBM 4GB PC3-10600 CL9 ECC DDR3 RDIMM Mfg#: IBM-49Y1435 Contract: MARKET	175.00	1575.00
12	1721106	IBM SAS 146GB 2.5" SFF 15K SLIM-HDD Mfg#: IBM-42D0677 Contract: MARKET	285.00	3420.00
3	1173502	IBM PRO/1000 PF SRV ADA Mfg#: IBM-42C1750 Contract: MARKET	410.00	1230.00
3	407787	IBM SPAC HW WSU SRV 5YR 24X7X4 IOR Mfg#: IBE-69P9248 Contract: MARKET	1138.00	3414.00
1	2394119	IBM STORWIZE V7000 1GBE CONTRSFF Mfg#: IBM-2076-324-0000 Contract: MARKET	18796.63	18796.63
22	2394130	IBM 450GB 10K 2.5IN HDD Mfg#: IBM-2076-324-3204 Contract: MARKET	783.92	17246.24
2	2394133	IBM 300GB 2.5IN SSD E MLC Mfg#: IBM-2076-324-3504 Contract: MARKET	15604.60	31209.20

TOTAL Continued

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Customer P.O. # ENT/IBM QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
GREG GIGIEL 866-665-7215	FEDEX Ground	MasterCard/Visa Go	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	2394136	IBM 10GBE OPTICAL SW SFP PAIR Mfg#: IBM-2076-324-5711 Contract: MARKET	499.45	499.45
1	2394144	IBM POWER CORD PDU CONNECTION Mfg#: IBM-2076-324-9730 Contract: MARKET		
2	2394152	IBM AC POWER SUPPLY Mfg#: IBM-2076-324-9801 Contract: MARKET		
1	2282400	IBM SRWIZE V7000 PS D SWM 5Y RG Mfg#: IBX-5639-SM8-0001 Contract: MARKET	8985.00	8985.00
1	2226676	IBM PER STORAGE DEVICE WITH 1Y MNT Mfg#: IBX-5639-VM1-0001 Contract: MARKET	11232.00	11232.00
1	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET FOR REGULAR NEW ITEMS, ENTER Distributor part # _____ OR Manufacturer part # _____ Manufacturer name _____ Product Description _____ Manufacturer phone number _____	17388.00	17388.00
3	2292154	QLOGIC 10GB DUAL PT PCIE ADAPTER	1075.00	3225.00

TOTAL	Continued
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Customer P.O. # ENT/IBM QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
GREG GIGIEL 866-665-7215	FEDEX Ground	MasterCard/Visa Go	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Mfg#: QLO-QLE3242-SR-CK Contract: MARKET		
		----- Recommended items for ENTERASYS MGBIC 1000BASE-SX LC MMF		
		1011309 SVN 2YR EXT REPLACEMENT \$20 SVN-054453 Call for pricing		
		2068131 SVN 2Y REPL (201-400)EXT SVN-126197 57.85		
		----- Recommended items for IBM SYSTEM X3550 M3 E5640 2.66GHZ/5.		
		2068259 SVN 1Y SVR OS NBD(3001-5000 SVN-126340 216.45		
		----- Recommended items for IBM PRO/1000 PF SRV ADA		
		2068127 SVN 1Y REPL (401-500)EXT SVN-126193 39.89		
			SUBTOTAL	.00
			FREIGHT	.00
			SALES TAX	.00

TOTAL	US Currency 157,229.72
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Agenda No: III-D-5

Date: June 8, 2011

Topic: Purchase of two mini-vans

Presenter: Dr. Herbert J. Swender

Background Information:

It is necessary to retire two older vehicles. Both are 2005 Ford Crown Victorias and each has over 190,000 miles. Demand for college vehicles is high and justifies replacing these vehicles.

Bids were requested from the three local new car dealers for new 7-passenger mini-vans. Bids were received from Burtis Motor and Lewis Motor. Burtis Motor had the low bid at \$25,299 per vehicle.

Budget Information:

\$50,598 – general fund

Recommended Board Action:

Board authorizes the administration to purchase two vehicles not to exceed \$51,000.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

MAY-20-2011 16:12 FROM:

TO: 19726212706

P. 4/4

May, 23, 2011

UNIT #1

Dealer Name: Burtis Motor Co.

Year 2011

Make Dodge Grand Caravan

Model Express FWD

Mileage _____

Price \$25,299.00

Delivery Date _____

Subject To Prior Sale

Options included:

3.6 Liter V6 Engine Flex Fuel

6-Speed Automatic Transmission

Stone White Clear Coat

Low Back Buckets Seats Cloth Black/Lt. Graystone

Radio W/CD Player and MP3

Power Door Locks and Power Windows

Air Conditioning W/3 Zone Temp Controls

Power Heated Mirrors, Fold-A-Way

LH & RH Sliding Side Doors W/Glass

Cruise Control and Tilt/Telescoping Steer. Column

Destination Charges

Purchase Price: \$25,298.00

Kansas Excise Tax 1.00

Total \$25,299.00

Eldon Dailey

Eldon Dailey

Burtis Motor Co.

Garden City, Ks. 67846

MAY-20-2011 16:12 FROM:

TO: 19726212706

P.4/4

May, 23, 2011

UNIT #2

Dealer Name: Burtis Motor Co.

Year 2011

Make Dodge Grand Caravan

Model Express FWD

Mileage _____

Price \$25,299.00

Delivery Date _____

Subject To Prior Sale

Options included:

3.6 Liter V6 Engine Flex Fuel

6-Speed Automatic Transmission

Stone White Clear Coat

Low Back Buckets Seats Cloth Black/Lt. Graystone

Radio W/CD Player and MP3

Power Door Locks and Power Windows

Air Conditioning W/3 Zone Temp Controls

Power Heated Mirrors, Fold-A-Way

LH & RH Sliding Side Doors W/Glass

Cruise Control and Tilt/Telescoping Steer. Column

Destination Charges

Purchase Price: \$25,298.00

Kansas Excise Tax 1.00

Total \$25,299.00

Eldon Dailey

Eldon Dailey

Burtis Motor Co.

Garden City, Ks. 67846

Dealer Name: Lewis Automotive

Year 2011

Make Nissan

Model Quest

Mileage 5-150

Price 26,805

Delivery Date 6-14-6-21

[Handwritten Signature] G.M.

Options included:

See Attached List

Multiple horizontal lines for additional notes or options.

2011 Quest Trim Levels

This chart provides an overview of the feature differences between Quest trim levels. See Quest Features and Specifications for complete feature, advantage, and benefit information.

S Standard Features

- 260-hp 3.5-liter DOHC V6 engine
- Xtronic CVT (Continuously Variable Transmission)
- Independent strut front suspension with stabilizer bar
- Independent multi-link rear suspension
- Electrically driven hydraulic power steering
- 4-wheel vented disc brakes
- 4-wheel Anti-lock Braking System (ABS) with Electronic Brake force Distribution (EBD) and Brake Assist
- 16-inch steel wheels with full wheel covers
- P225/65-16 all-season tires
- Manual sliding side doors
- Halogen headlights
- Power outside mirrors
- Manual rear liftgate
- 6-way manual driver's seat
- 4-way manual front-passenger's seat
- Premium cloth interior trim
- Soft-touch armrests
- 2nd-row fold-flat captain's chairs
- 3rd-row 60/40 split folding fold-flat bench seat
- Air conditioning with manual front and rear controls
- In-cabin microfilter
- Front seat center console
- Removable 2nd-row center console
- Power front and rear windows with auto-up/down for driver's window
- Power door locks
- Cruise control
- Illuminated steering-wheel-mounted cruise control switches
- Vehicle Security System (VSS)
- Nissan Intelligent Key® with Push Button Ignition
- Nissan Advanced Air Bag System¹
- Driver and front-passenger seat-mounted side-impact supplemental air bags
- Roof-mounted curtain side-impact supplemental air bags
- Front-seat Active Head Restraints
- Vehicle Dynamic Control² (VDC)
- Traction Control System (TCS)
- Tire Pressure Monitoring System (TPMS) with Easy Fill Tire Alert
- AM/FM/in-dash 6-disc CD changer 4-speaker audio system

SV Adds the Following to S

- 16-inch aluminum-alloy wheels

Agenda No: III-D6

Date: June 8, 2011

Topic: Technology purchase for residential life

Presenter: Dr. Herbert J. Swender

Background Information:

It has been determined that four additional cameras are needed in the dorm courtyard. There are currently two cameras located in the courtyard which do not provide adequate coverage of student frequented areas.

The acceptance of this proposal will provide greater safety and security and expanded services to the students. Students have come to expect wireless coverage on college campuses as the norm.

In order to expand wireless access into the dorms and expand camera coverage, additional hardware must be purchased. Most of the network switches in the dorms are between 8 and 12 years old and need to be replaced as they are starting to fail. Additional switches are needed to accommodate the expanded camera and wireless coverage.

Currently there are only two Platinum resellers for Enterasys Networking equipment that we are aware of, one being CDW-G and the other being Dell. The Platinum resellers are guaranteed the best pricing from Enterasys. Unfortunately we have not been successful in when trying to get quotes from Dell, they do not respond.

We are currently waiting on quotes from electrical contractors to run the 38 network cables associated with this project. Generally this is quoted on a flat rate, and ranges between \$125.00 and \$175.00 per cable depending on the age of the building and the complexity of the job, we are allowing for an additional \$10,000.00 to cover this portion of the project.

There are sufficient funds in the Residential Life budget to cover the cost of this project. The price quote for equipment is \$80,850 and the electrical installation should not exceed \$10,000.

Budget Information:

Residential Life and the Student Center are set up as auxiliary budgets. The revenues received from room and board, catering and bookstore commissions and vending machines are deposited into this fund. Expenses incurred for residential life and the student center are paid from this fund. The fund maintains a minimum balance of \$275,000 which covers three months operating expenses.

Recommended Board Action:

Board authorizes the administration to purchase additional cameras and hardware to expand wireless access at a cost not to exceed \$90,850.

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

Board Member Notes:



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SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
XDB2333	11206756	5/13/2011

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I
L
L GARDEN CITY COMMUNITY COLLEGE
T GARDEN CITY, KS 67846-6333
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Customer Phone # 6202760348

GARDEN CITY COMMUNITY COLLEGE
S 801 N CAMPUS DR
H
I
P ANDREW GOUGH
T GARDEN CITY, KS 67846-6333
O Contact: ANDREW GOUGH 620-276-0348

Customer P.O. # ENTERASYS QUOTE

ACCOUNT MANAGER		SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE	
GREG GIGIEL 866-665-7215		DROP SHIP-GROUND	MasterCard/Visa Go	GOVT-EXEMPT	
QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE	
6	2096172	ENTERASYS C5 STACK 48X10/100/1000+4X Mfg#: ETS-C5G124-48 Contract: MARKET	3800.00	22800.00	
10	475758	ENTERASYS MGBIC 1000BASE-SX LC MMF Mfg#: ETS-MGBIC-LC01 Contract: MARKET	275.00	2750.00	
6	627856	ENTERASYS MGBIC 1000BLX LC Mfg#: ETS-MGBIC-LC09 Contract: MARKET	525.00	3150.00	
2	1712163	ENTERASYS WLAN CTRL CAPACITY UPG Mfg#: ETS-WS-CTLCAPUP25 Contract: MARKET	1750.00	3500.00	
2	679362	ENTERASYS SUPPORTNET 24X7 SW SUB S01 Mfg#: ETR-ES-SAS-S01 Contract: MARKET	335.00	670.00	
34	1689379	ENTERASYS UAL RAD INDOOR AP Mfg#: ETS-WS-AP3610 Contract: MARKET	495.00	16830.00	
5	2080912	ENTERASYS C5 48PT 10/100/1000 POE-4 Mfg#: ETS-C5G124-48P2 Contract: MARKET	5000.00	25000.00	
1	706784	ENTERASYS B/C STACKING CABLE .3M Mfg#: ETS-C2CAB-SHORT Contract: MARKET	75.00	75.00	

TOTAL Continued

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GREG GIGIEL 866-665-7215	DROP SHIP-GROUND	MasterCard/Visa Go	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	706786	ENTERASYS B/C STACKING CABLE 1M Mfg#: ETS-C2CAB-LONG Contract: MARKET	95.00	95.00
4	1836669	CISCO 4300 IP CAM HD DAY/NIGHT Mfg#: CIS-CIVS-IPC-4300 Contract: MARKET	1145.00	4580.00
4	2056723	VIDEOLARM IP NW RDY OUTDOOR ENVIR Mfg#: VDA-ACH13HBN15 Contract: MARKET	350.00	1400.00

Recommended items for ENTERASYS MGBIC 1000BASE-SX LC MMF				
1011309 SVN 2YR EXT REPLACEMENT \$20 SVN-054453 Call for pricing				
2068131 SVN 2Y REPL (201-400)EXT SVN-126197 57.85				

Recommended items for ENTERASYS MGBIC 1000BLX LC				
1034697 ENTERASYS 1YR NBD REPL (103 ETR-AS-EPNBDMGBICLC09 Call for pricing				
1070614 ENTERASYS 12 MONTH SVC MNT ETR-MGBIC-LC09-ASEPNBD Call for pricing				

Recommended items for ENTERASYS UAL RAD INDOOR AP				

TOTAL Continued

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Customer P.O. # ENTERASYS QUOTE

ACCOUNT MANAGER	SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
GREG GIGIEL 866-665-7215	DROP SHIP-GROUND	MasterCard/Visa Go	GOVT-EXEMPT

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
	1029857	SVN 2YR CE BRK/FIX 501-750 SVN-055140		
		Call for pricing		
	1643722	SVN 3YR CE BREAK/FIX \$501-7 SVN-078775		
		Call for pricing		

Recommended items for ENTERASYS B/C STACKING CABLE .3M				
	2068130	SVN 2Y REPL (101-200)EXT SVN-126196	29.92	
	1011308	SVN 2YR EXT REPLACEMENT \$10 SVN-054451		
		Call for pricing		

Recommended items for ENTERASYS B/C STACKING CABLE 1M				
	2068130	SVN 2Y REPL (101-200)EXT SVN-126196	29.92	
	1011308	SVN 2YR EXT REPLACEMENT \$10 SVN-054451		
		Call for pricing		

Recommended items for CISCO 4300 IP CAM HD DAY/NIGHT				
	1643729	SVN 3YR CE BREAK/FIX \$1001- SVN-078777		
		Call for pricing		
	1029860	SVN 2YR CE BRK/FIX 1001-150 SVN-055142		
		Call for pricing		

Recommended items for VIDEOLARM IP NW RDY OUTDOOR ENVIR				

TOTAL Continued

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QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
	2068131	SVN 2Y REPL (201-400)EXT		
		SVN-126197	57.85	
	2068126	SVN 1Y REPL (201-400)EXT		
		SVN-126192	26.92	
		SUBTOTAL		80850.00
		FREIGHT		.00
		SALES TAX		.00

TOTAL	US Currency 80,850.00
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Total	80,850.00
FMV Lease Option	2,376.99/Month
Total	80,850.00
\$BO Lease Option	2,581.54/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact you Account Manager for details. Payment quoted subject to change. **

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Agenda No: III-D-7

Date: June 8, 2011

Topic: Repairs to kitchen

Presenter: Dr. Herbert J. Swender

Background Information:

During the installation of the new dishwasher over the Christmas break, it was discovered that the plumbing and electrical systems underneath the concrete floor in the kitchen had deteriorated and had become unusable and unsafe. At that time, it was determined that both electrical and plumbing needed more extensive work which could not be determined until more concrete floor was opened. Therefore, only minimal repairs were done and the kitchen was back in operation for the spring semester.

At the March 9, 2011 Board meeting, the Board approved the hiring of the original contractors to complete the work. Unfortunately our original contractor, Keller Plumbing is unable to complete the original scope of work. Therefore, Tatro Plumbing has agreed to step in and complete the project within the specified timeframe, summer 2011.

The estimated cost for original repairs was approximately \$20,000. It has now been determined that the plumbing and electrical systems must have more extensive repairs and comply with current building codes. These additional repairs will require the installation of a 500 gallon grease trap tied to the sewer, the installation of a hand sink near the serving line and several other plumbing additions. Gary Dick, general contractor, has indicated they have been tearing out floor for the past week and have yet to find any existing pipe with structural integrity. At this time it is difficult to determine neither the extent of repairs nor the total costs. Mr. Dick has suggested that it could be as high as \$90,000 to complete this project, which includes all sub-contractors.

Budget Information:

The project is being paid for out of Residential Life auxiliary funds.

Recommended Board Action:

Board authorizes the administration to make necessary repairs and upgrades to the kitchen with the revised cost not to exceed \$90,000.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

Agenda No: III-E

Date: June 8, 2011

Topic: Annual Vehicle Maintenance Agreement

Presenter: Dr. Herbert J. Swender

Background Information:

Bids were received for the annual maintenance for college vehicles. The maintenance includes routine services and minor repairs. Two bids were received, results are as follows.

	Burtis Motor	Lewis Motor
Per hour labor rate	77.00	69.00
Basic oil change	25.95	26.95
Basic tire rotation	15.40	15.00
Exterior wash & Interior vacuum	9.95	Complimentary

For the past two years, Burtis Motor has been the low bid and has provided excellent service. Based on the above proposals, Lewis Motor has proposed the most service for the least cost.

Budget Information:

Vehicle repairs and maintenance are budgeted in the general fund.

Recommended Board Action:

Board authorizes administration to enter into a one-year agreement for vehicle maintenance with Lewis Motor.

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

Board Member Notes:



LINCOLN
Mercury



CHRYSLER



Received E-19

May 18, 2011

Burtis Motor Co., Inc. is submitting a bid for the service work on Garden City Community College's fleet of vehicles, excluding larger buses. This will be for the school year 2011/2012 and terminate on June 30, 2012.

We are a complete new car franchised dealership with sales, parts department, service department, and body shop all together in one facility. The entire dealership is integrated into a computer system and all sales and service records are stored and archived.

Burtis Motor Company's service department is also equipped with a front end alignment machine to be able to accommodate alignments if needed during a service appointment. We carry diagnostic equipment that can fully diagnose Ford and Chrysler products and we have the basic diagnostic equipment to retrieve diagnostic codes from competitive make vehicles.

If a problem exists with a vehicle that requires diagnosis from the specific franchised dealer, Burtis Motor Company would notify the College and arrangements would have to be made to have the service work done at that facility. Burtis Motor Company will carry a 12 month or 12,000 mile warranty on all parts and labor installed in our shop excluding oils and filters.

Burtis Motor Company will agree to the terms of picking up and delivering vehicles from the college and delivering them back on the scheduled service visits.

Our basic scheduled service visit will include the following at a cost of \$25.95.

- Oil and filter change
- Vehicle inspection with check list
- Filling of all under hood fluid levels

Burtis Motor Company will also make available for a vehicle exterior wash and an interior vacuum for \$9.95.

Tire rotation including brake pad measurements on all 4 wheels will be \$15.40

Standard labor rate for electronic diagnosis and repairs: \$77.00 per hour based on Motor's All Data time standards.

Burtis Motor Company will set Garden City Community College as a Wholesale Fleet account which will allow purchasing of parts through our parts department or service department for the same price as independent repair shops. This will be figured on a cost plus 20%.

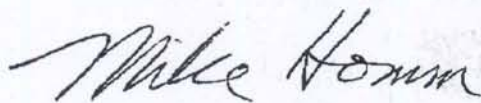
Burtis Motor Company would also like to offer Garden City Community College a discounted State inspection rate on their fleet that we service. We will inspect all front and rear suspension components for wear, inspect all steering components for wear and leakage along with checking wheel bearing for looseness or wear. This inspection could be done during the summer months between June 1 and July 31 when vehicles are not as busy. Cost for this inspection \$77.00.

Burtis Motor Company would also like to recommend for the transmissions to be serviced each summer or 30,000 miles. We can do a complete chemical flush on the transmission for \$194.88.

Burtis Motor Company would also like to recommend for the college to consider having the cooling system on their vehicles flushed every 30,000 miles also or at least every other year. Cost of cooling system flush \$109.00.

Burtis Motor Co. is maintaining the price for all services at the same level as the previous year's contract even though the price of gasoline and oil has increased over the past year.

Thank you for the opportunity to submit this bid and we look forward to continuing our working with you in the future.



Mike Homm
Service Manager
Burtis Motor Co., Inc.
mhomm@burtismotor.com
620-275-6171

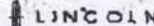


GCCC VEHICLE REPAIR/MAINTENANCE BID

- Per hour labor rate: \$69.00 (normal labor rate is \$86.00)
- Labor Rate for routine safety checks: we have 2 options. We can perform a very thorough DOT inspection for only \$39.00 or a general complimentary multi-point safety inspection at no charge!! (see attached examples of both inspection checklists)
- Cost of basic oil change: \$26.95 (includes up to 5 qts of oil)
- Cost of basic tire rotation: \$15.00
- Parts cost: 20% off RETAIL LIST PRICE
- Exterior wash: complimentary
- Interior vacuum: complimentary

Lewis Chevrolet - Cadillac - Nissan of Garden City

1903 East Hwy 50 • Garden City, KS 67846 • Telephone 620-275-7171 • Fax 620-275-2664 • www.buyLEWIS.com



We appreciate the opportunity for the proposal on maintaining your vehicles. Our number 1 goal is customer satisfaction and we truly value our customers.

We have quite a few characteristics that set our company apart from others. We provide new vehicles to the GCCC Athletic department for transportation for sports and recruiting and have contributed in a wide amount of donations to GCCC. If you have seen our shop, you would know that we have the nicest and cleanest shop in western Kansas and we take pride in taking our customers back into the shop and showing them where there vehicles are being worked on! We will pick up and deliver all vehicles for your convenience if needed. We have 4 Master Certified Technicians and all of our technicians go through continuous extensive training from the manufacturers. We will treat GCCC walk-ins as appointments (meaning we will get your vehicles right in as soon as they arrive). We also provide a complimentary multi-point vehicle inspection for every vehicle every time it is in for service to give our customers a peace of mind knowing that there vehicle is ready for the road.

If you want a professional staff that performs quality work in a timely matter, Lewis Automotive Group is the way to go! Again, I appreciate you giving us the opportunity and I guarantee you will be surprised of how exceptional you will be treated and taken care of here at Lewis Automotive.

Sincerely

Mike Shook (General Manager)

Jordan Johnston (Service Manager)



Agenda No: III-F

Date: June 8, 2011

Topic: Certificate of Completion – Fouse Science and Math Building

Presenter: Dr. Herbert J. Swender

Background Information:

Renovation of the Warren Fouse Science and Math Building was financed with an interest-free loan from the state of Kansas. The building is now complete and the state requires Board approval of the Certificate of Completion.

The college was authorized to borrow up to \$2,216,645. Actual expenses totaled \$2,166,023.81. The college will request that the remaining funds of \$50,621.19 be reallocated to approved projects by other program participants.

The architect's statement of completion follows this page.

Budget Information:

The loan will be reduced by the amount (\$50,621.19) re-distributed to other program participants.

Recommended Board Action:

Board authorizes the administration to accept a certificate of completion and forward to KBOR.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

KBOR Form PEI-2 – CERTIFICATE OF COMPLETION

Garden City Community College, PEI Project No. 1

CERTIFICATE OF BORROWER UPON PROJECT COMPLETION

(To be completed and submitted to the Kansas Board of Regents upon completion of the above-referenced Project, in accordance with that certain Loan Agreement dated March, 30, 2009, by and between Garden City Community College and the Kansas Board of Regents)

Garden City Community College (the "Borrower") herewith certifies in connection with that certain *Loan Agreement* dated March 30, 2009 (the "Agreement"), appertaining to what is referred to in said Agreement as "PEI Project No. 1" (the "Project"), as follows:

(a) That the Project is complete, and the written statement of the Borrower's Licensed Engineer or Architect indicates that, at the time of the Project's design, its plans, specifications therefore, and any permitted revisions thereto:

(1) All followed the then-existing, generally recognized and prevailing design standards; and

(2) Were in compliance with the applicable Federal and State laws and regulations.

(b) That the authority having jurisdiction over plan reviews for the Project states the Project was constructed in reasonable conformity with its plans, specifications, and any permitted revisions, at each of the following times:

(1) at the time when the Project was approved for occupancy; and

(2) at the time of the final acceptance by the Borrower of the Project.

(c) That the statement of the Borrower's inspector referred to in paragraph (b) above is attached hereto as an exhibit, and is incorporated into this certificate by reference.

IN WITNESS WHEREOF, the Borrower has caused this Certificate to be executed, sealed, and delivered, effective as of _____, 2011.

**GARDEN CITY COMMUNITY COLLEGE
"Borrower"**

(Seal)

**By: _____
Chair, Institution Governing Board**

**By: _____
Institution President**

ATTEST:

By: _____



**gibson
architects**

115 east laurel street

mancini

carmichael

&

**nelson p. a.
planners**

(620) 276-3244

garden city, kansas 67846

fax (620) 276-6249

www.gmcnarchitects.com

June 1, 2011

Dee Wigner
Garden City Community College
801 Campus Drive
Garden City, Kansas 67846

RE: Renovation of Warren Fouse Science
and Math Building
Garden City Community College
Garden City, Kansas
Project No. 0801-B\11-1

Dear Dee:

The subject project is complete and at the time of the Project's design, its plans, specifications therefore, and any permitted revisions thereto:

1. All followed the then-existing, generally recognized and prevailing design standards; and
2. Were in compliance with the applicable Federal and State laws and regulations.

The authority having jurisdiction over plan reviews for the Project was constructed in reasonable conformity with its plans, specifications, and any permitted revisions, at each of the following times:

1. At the time when the Project was approved for occupancy; and
2. At the time of the final acceptance by the Borrower of the Project.

Very truly yours,

GIBSON, MANCINI, CARMICHAEL & NELSON, P.A.

Kent Carmichael, AIA
KC/mm

Agenda No: III-G

Date: June 8, 2011

Topic: Copy machine replacement

Presenter: Dr. Herbert J. Swender

Background Information:

The college currently owns 14 copy machines that are in need of frequent repair. These are high capacity machines that serve many departments. Many of the machines have over 1,000,000 "clicks". Most are around 10 years old and are outdated and are costly to maintain. The college currently pays over \$3,000 a month for a "pooled" maintenance and service agreement on these older machines.

Proposals were recently received from four companies to replace these machines. The proposed machines include copy, print, scan, email and fax options. All proposals included both purchase price and lease price for the machines. After reviewing the proposals, it was determined the most cost efficient option was to lease the machines over a five year period with a \$1.00 optional buy out at the end of the lease. Bid tabulation follows this cover page.

The decision to lease machines was based on the fact the money is in the current budget as monthly maintenance and service fees on the obsolete machines. Office Solution offers the best lease package as well as a Sharp machine that will meet the needs of the college. The cost of the monthly lease will be \$1,215.29 and the estimated monthly maintenance cost of \$800.00 for a total of approximately \$2,000 per month. This is a savings of over \$1,000 per month. In addition, the lease would be financed locally by Western State Bank.

Budget Information:

Currently budgeted in General Fund

Recommended Board Action:

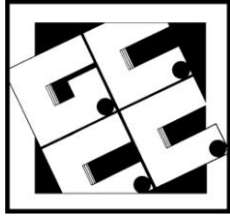
Board authorizes the administration to enter into a five year lease agreement with Western State Bank for fourteen Sharp MX-M363N copy machines.

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

Board Member Notes:

Bid Tabulation - Copy Machines

	XEROX	IKON	Key Office	Office Solutions
Model	W5135PT	MP3351SP	Canon Ir 2535i	Sharp MX-M363N
Copy, print, scan, fax, email	X	X	X	X
Duplex	X	X	X	X
Stapler	X	X	X	X
Pages per minute	50	33	35	36
Paper capacity	4800	2100	1200	2100
Service response	4 hour	4 hour	4 hour	24 hour
Maintenance cost per copy	\$0.0090	\$0.0090	\$23.90 per machine per month + \$0.0089 per copy over 2,000	\$0.0070
Monthly maintenance based on average of 100,000 copies per month	\$900.00	\$900.00	\$975.40	\$700.00
Purchase price per machine	\$7,438.00	\$7,761.00	\$5,182.41	\$5,703.00
Cost of 14 machines	\$104,132.00	\$108,654.00	\$72,553.74	\$79,842.00
Lease payment	\$157.74	\$150.00	\$149.26	First and last payment of \$7,984.20 + \$86.81 per month per machine
Monthly lease for 14 machines	\$2,208.36	\$2,100.00	\$2,089.62	\$1,215.29
total cost of lease	\$132,501.60	\$126,000.00	\$125,377.20	\$86,455.22
Lease buyout	Fair Market Value	\$1 per machine	\$1 per machine	\$1 per machine



Garden City COMMUNITY COLLEGE

June 1, 2011

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

New Hire

Eric Gibson, Assistant Football Coach, effective May 5, 2011
Craig Haley, Coordinator for Safety & Security, effective June 13, 2011
Trish Keller, English Instructor, effective August 9, 2011
Sheena Hernandez, English Instructor, effective August 9, 2011
Helen Weeks, Admin Assistant to Deans of SS & Enrollment Services, effective May 23, 2011
T. J. Horton, Head Athletic Trainer, effective July 1, 2011
Mark Campos, Head GED Instructor, effective June 1, 2011
Kyle Chaput, 2-D Art Instructor, effective August 9, 2011

Separations

Shelley Meier, Reading Instructor, effective May 19, 2011
Margo McNutt, Assistant Cross Country & Track Coach, effective June 10, 2011
Teresa Whetstone, Nursing Instructor, effective May 17, 2011
Debbie Berkley, Director of Educational Talent Search, effective May 31, 2011
Tracy Steele, Custodian, effective May 26, 2011

Retirement

Transfers/Promotions

Chris Bell, Promotion from SWKRPC Consultant to SWKRPC Director, effective June 1, 2011

Vacancies

Programmer
Bookkeeper/Secretary, Title V Project
Industrial Production Instructor
ETS – Assistant Director
ETS – Secretary
Head Women's Soccer
Head Women's Volleyball
Math Instructor
Reading Instructor
Skilled Maintenance
Groundskeeper
MFLP Coordinator
Nursing Instructor
C N A Instructor
Assessment Clerk
Business & Community Programming Assistant
GED Instructor
Adjunct Fire Science Instructor

Diversity Recruitment Opportunity

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 6/8/11)

INSTRUCTOR	CLASS	AMOUNT
Bean, Frank (Level 3)	American Government (POLS-105-01) 3.00 FLC x \$750.00/FLC (47 students) 11-00-0000-11060-5230 5/23 – 6/10/11	\$ 2,250.00
Bean, Frank (Level 3)	American Government (POLS-105-90) 3.00 FLC x \$750.00/FLC (19 students) 11-00-0000-11060-5230 5/23 – 6/10/11	\$ 2,250.00
Cervantes, Mary (Level 3)	Survey of Civilization I (HIST-101-01) 3.00 FLC x \$750.00/FLC (17 students) 11-00-0000-11020-5230 5/23 – 6/10/11	\$ 2,250.00
Cervantes, Mary (Level 3)	American History to 1865 (HIST-103-90) 3.00 FLC x \$750.00/FLC (22 students) 11-00-0000-11020-5230 5/23 – 6/10/11	\$ 2,250.00
Greathouse, Lachelle (Level 4)	Intro to Computer Concepts & Appl 3.00 FLC x \$850.00/FLC (13 students) 11-00-0000-11010-5230 5/23 – 6/10/11	\$ 2,550.00
Guy, Laura (Level 3)	Interpersonal Communication I (SPCH-113-01) 3.00 FLC x \$750.00/FLC (11 students) 11-00-0000-11022-5230 5/23 – 6/10/11	\$ 2,250.00
Guy, Laura (Level 3)	Public Speaking (SPCH-111-01) 3.00 FLC x \$750.00/FLC (23 students) 11-00-0000-11022-5230 5/23 – 6/10/11	\$ 2,250.00
Hutcheson, Tammy (Level 2)	General Psychology (PSYC-101-90) 3.00 FLC x \$675.00/FLC (15 students) 11-00-0000-11060-5230 5/20/11	\$ 2,025.00
Rodenbur, Leonard (Level 2)	American Government (POLS-105-02) 3.00 FLC x \$675.00/FLC (19 students) 11-00-0000-11060-5230 5/23 – 6/10/11	\$ 2,025.00
Wenzel, Leslie (Level 3)	College Skills Development (PCDE-101-30) 1.00 FLC x \$750.00/FLC (10 students) 11-00-0000-11083-5230 5/25 – 6/9/11	\$ 750.00
ADJUNCT FACULTY		
Baumann, Kristopher	Fundamentals of Weightlifting I (HPER-191-01) 1.00 FLC x \$400.00/FLC (8 students) 11-00-0000-11070-5230 5/23 – 6/10/11	\$ 400.00
Baumann, Kristopher	Recreation for Spec. Pops (HPER-203-90) 3.00 FLC x \$400.00/FLC (20 students) 11-00-0000-11070-5230 5/23 – 6/10/11	\$ 1,200.00
TOTAL ADJUNCT/FACULTY CONTRACTS		\$ 22,450.00

**GARDEN CITY COMMUNITY COLLEGE
FACULTY CONTRACTS
FOR NON-CREDIT CLASSES**

(Presented to Board of Trustees for Approval 6/8/11)

INSTRUCTOR	CLASS	AMOUNT
Douglass, Lucille	Women on Target - NRA Basic Pistol (CRMJ315-03) 8 contact hour(s) @ \$20.00/hour (12 students) 14-00-8033-31000-5270 6/4/11	\$ 160.00
Gnad, Brandy	Fantastic Photos (KIDS100-03/KIDS500-03) 35 contact hour(s) @ \$25.00/hour (students) 14-00-8009-31000-5270 6/13 - 6/17/11	\$ 875.00
Homm, Michael J.	KS Carry Concealed Handgun (8 Hour Class) (CRMJ300-66) 10 contact hour(s) @ \$30.00/hour (18 students) 14-00-8033-31000-5270 6/11/11	\$ 300.00
Hutcheson, Tammy	Performance Management (PROF119-03) 4 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 5/25/11	\$ 120.00
Pardo, Carlos	KS Carry Concealed Handgun (8 Hour Class) (CRMJ300-66) 4 contact hour(s) @ \$30.00/hour (18 students) 14-00-8033-31000-5270 6/11/11	\$ 120.00
Prewitt, Robert D.	Women on Target - NRA Basic Pistol (CRMJ315-03) 8 contact hour(s) @ \$20.00/hour (12 students) 14-00-8033-31000-5270 6/4/11	\$ 160.00
Soldner, Jerry	KS Carry Concealed Handgun (8 Hour Class) (CRMJ300-66) 4 contact hour(s) @ \$30.00/hour (18 students) 14-00-8033-31000-5270 6/11/11	\$ 120.00
Soldner, Jerry	KS Carry Concealed Handgun (8 Hour Class) (CRMJ300-66) 3 contact hour(s) @ \$30.00/hour (18 students) 14-00-8033-31000-5270 6/11/11	\$ 90.00
Soldner, Jerry	Women on Target - NRA Basic Pistol (CRMJ315-03) 8 contact hour(s) @ \$20.00/hour (12 students) 14-00-8033-31000-5270 6/4/11	\$ 160.00
Wallace, Tamara D.	Planet Art (KIDS100-02) 17.5 contact hour(s) @ \$25.00/hour (students) 14-00-8009-31000-5270 6/13 - 6/17/11	\$ 437.50
Williams, Douglas B.	KS Carry Concealed Handgun (8 Hour Class) (CRMJ300-66) 4 contact hour(s) @ \$30.00/hour (18 students) 14-00-8033-31000-5270 6/11/11	\$ 120.00
Younkman, Kristina	Planet Art (KIDS500-02) 17.5 contact hour(s) @ \$25.00/hour (students) 14-00-8009-31000-5270 6/13 - 6/17/11	\$ 437.50

TOTAL NON-CREDIT FACULTY CONTRACTS

\$ 3,100.00

14-00-8004-31000-5270	\$ 120.00	(Business & Industry)
14-00-8009-31000-5270	\$ 1,750.00	(Kid's College)
14-00-8033-31000-5270	\$ 1,230.00	(Public Safety)

JUNE 2010 MONITORING REPORT

EXECUTIVE LIMITATIONS	ANNUAL
Compensation/Benefits #1	Page 13
The President shall not change his or her own compensation or benefits.	

CEO's Interpretation and its justification:

The Board determines the President's compensation and benefits. The Board notifies Human Resources of any changes to the President's compensation and benefits.

Data directly addressing the CEO's interpretation:

When requested, the Human Resources Office provides the chairman of the Board with information regarding range of pay for other Kansas community college presidents, national presidential salary information and salary range information provided by external agencies for compensation analysis. Human Resources also provides the Board chairman information regarding changes to college benefits. The Board then notifies Human Resources of any changes to the President's compensation and benefits.

EXECUTIVE LIMITATIONS	ANNUAL
Compensation/Benefits #2	Page 13
The President shall not promise or imply permanent or guaranteed employment.	

CEO's Interpretation and its justification:

The President does not guarantee or promise employment to anyone. The Board approves employment of all full-time employees.

Data directly addressing the CEO's interpretation: Each month, the Board receives, for approval, a list of all new faculty, adjunct instructors and full-time employees. Faculty are covered under the Negotiated Agreement and are afforded rights of due process by state statute. All other employees are at-will and can be terminated at any time without cause.

The President works under a multi-year contract, which is approved by the Board.

EXECUTIVE LIMITATIONS	ANNUAL
Compensation/Benefits #3	Page 13

The President shall not establish compensation and benefits which:

- A. Deviate significantly from the geographic area or market for the skills employed;**
- B. Create obligations over a longer term than reserves can be safely projected, in no event longer than one year, and in all events subject to losses of revenue.**

CEO's Interpretation and its justification: The President shall make annual raise decisions that are in line with what is happening locally, regionally, and nationally in relation to the skills employed. Recommended raises for a one year period will be justified in regards to safely projected revenues.

Data directly addressing the CEO's interpretation:

Compensation and benefits for faculty are analyzed during negotiations. Comparisons are made with other Kansas community colleges and with other professional positions within our region. Faculty is issued one-year contracts.

GCCC utilizes external agencies for salary comparison and annually updates its compensation data. College salaries are compared and positions are reviewed by Human Resources and the President to determine if the compensation is in alignment with other employers in the region and Kansas community colleges. Non-faculty employees are considered at-will employees.

Your retirement reception reminded
of those in years past - Very very
nice - A special time that I
will treasure.

Thank you so much for the gracious
a kind words - and especially
for the time piece. I will remember
the day every time I check it -
which I hope won't need to be
that often. Excellent gift

Thank you all!

G.C.C.C. Board of Trustees -

a quick note, in the middle of wrapping up the semester, to say thank you for the beautiful retirement reception and clock.

The past 25 years have been an experience I will treasure always. Thank you for all your support and best wishes.

Shelia Henderson



Central Prairie RC&D and Honor Flight – 1817 16th Street – Great Bend, KS 67550 (Office 620-792-6224) (Fax 620-792-4875)

May 2, 2011

Garden City Community College
801 Campus Drive
Garden City, KS 67846

RE: Donation in Memory to Vernon Neff

Dear All,

Central Prairie Resource, Conservation & Development, Inc. wishes to thank you for your donation of \$25⁰⁰ for the Honor Flight project to send WWII Veterans to the Washington D.C. memorials.

Central Prairie RC&D is a 501 C (3) tax-exempt non-profit organization, so your donation is applicable for IRS tax donation. The tax-exempt number is 31-1715398. No goods or services were received in return for this donation.

We sincerely appreciate your donation for this once-in-a-lifetime opportunity for our area veterans.

Sincerely,

LaVeta Miller

LaVeta Miller, President
Central Prairie Honor Flights



*If you can read this, thank a teacher. Since you can read this in English,
Thank a WWII Veteran!! ...before it's too late!*



May 16, 2011

Dr. Carol Ballantyne, President
Garden City Community College
801 Campus Drive
Garden City, KS 67846-6333

Dear Dr. Ballantyne,

We are pleased to announce that the **Alpha Xi Upsilon Chapter** of Phi Theta Kappa Honor Society at Garden City Community College received special commendation during the Kansas Regional Convention for fulfilling all requirements to be named a "**5 Star Chapter**". The chapter was also recognized at the Society's recent Annual Convention and will be cited on the Society website at www.ptk.org.

The Five Star Chapter Development Plan serves as a blueprint for developing a strong chapter, improves student engagement on your campus, and recognizes progress in the attainment of goals set by the chapter. Using the Five Star Plan as a guide, chapters enhance their strategies to recognize eligible students, provide significant personal and professional development opportunities for members through Honors in Action, and build a working relationship with the college administration by becoming active on campus and in the community. As chapters reach these milestones they progress through each level of the Five Star Plan, ultimately reaching the pinnacle Five Star Level.

Your support, and the support of your administration, is key to unleashing the potential success of your Phi Theta Kappa members. On behalf of the outstanding chapter members and advisors of the Alpha Xi Upsilon Chapter, we express appreciation for your efforts toward providing rewarding educational experiences inside and outside the classroom.

Sincerely,

Rod A. Risley
Executive Director of Phi Theta Kappa

cc: Ms. Shelia Hendershot



Steve Quakenbush

The GCCC Department of Public Safety is continuing to provide the Kansas Concealed Carry handgun class for citizens seeking licensure to carry concealed firearms, with the next session scheduled June 11, and an off-site class is planned July 9 in Tribune. The course, approved by the Kansas Attorney General's Office, is conducted in partnership with Sand and Sage Rifle and Pistol Club.

Classes will start June 13 in the main session of the 2011 summer semester. An early short session got under way on May 23. As of May 20, a total of 681 students had enrolled for summer, an increase from the same point last year, when the summer student count stood at 617. The full-time student count for summer of 2011 had reached 230.2, an increase from the previous year, when FTE had reached 203.1.

The first session of GCCC's 10th Annual GCCC Kids' College is scheduled to begin June 13, offering summer season fun and learning opportunities for children from kindergarten through sixth grade. Two camps are planned during the first week, including Planet Art Remix and Better Than Words: Fantastic Photos. Other sessions are set for June 20-24, including Junior Citizens Academy, offered in partnership with City of Garden City; July 11-15, including Extreme Recess, on the ROPES Challenge course; and July 18-22, including Super Sleuth CSI and the Amazing Race Around the World.

A World Refugee Day open house will take place 10 a.m.-noon June 20 at GCCC Adult Learning Center, on the lower level of the Student and Community Services Center, hosted by the ALC Refugee Center. The event will feature food, displays, demonstrations, music, dances and traditional clothing of Burmese, Ethiopian, Somali and various Latino cultures. The public is invited, and there will be brief presentations at 10 and 11 a.m. Immigrant and refugee students will be on hand to visit with guests.

Dr. Sonia Esquivel, an alumnus of GCCC, was recently honored in a luncheon at the Marriot Country Club Plaza in Kansas City as the Missouri-Kansas-Nebraska College Student Trio Achiever for 2011. Dr. Esquivel, who participated in the GCCC Student Support Services Program, earned an associate degree in nursing here, before completing bachelor's and master's degrees at Fort Hays State University and her doctorate this spring at Kansas State University. In addition, 2002 GCCC graduate Hieu Doan received the 2011 SSS Trio Achiever Award. The native of Vietnam was also a Student Support Services participant at GCCC, and is now graduating from the University of Kansas with a degree in internal medicine, after first transferring from GCCC to Kansas State University, where she helped conduct cancer research.

In addition to the recent selection of retiring instructor Shelia Hendershot as the 2011 Outstanding Faculty Award recipient by Faculty Senate, the GCCC Student Support Services Program has chosen Judy Whitehill, social science instructor and Social Science Division director, to receive the 2011 SSS Outstanding Faculty Award.

Three Western Kansas students were recently selected to receive GCCC's most prestigious scholarship, the Ambassador Award, for the 2011-2012 academic year. Ambassador Scholars serve as a sounding board for the college, host campus visitors, speak at special events, assist with GCCC Endowment Association activities, and represent the college in a number of additional ways. The new Ambassadors include Jordan Lee, a Southwestern Heights High School graduate from Kismet; Angie Schieber, a Garden City High School graduate from Garden City; and Rilee Spresser, a Golden Plains High School graduate from Gem. Among other criteria, selection is based on academic achievement, school and community service, recommendations from high school officials and personal interviews.

The 2011 Leadership Kansas class began its series of meetings around the state May 25-27 in Garden City, focusing in at least eight communities on business, industry, government, education and additional topics. The class of approximately 40 leaders from the public and private sectors includes Cathy McKinley, GCCC dean of

continuing education and community services; and Liz Sosa, GCCC alumnus and former business retention director for the Finney County Economic Development Corporation. The class received an orientation April 22-23 in Lawrence and will also gather in Kansas City, Colby, Goodland, Wichita, Hutchinson and Pittsburg before concluding in Topeka in October.

Lenora Cook – Dean of Technical Education

3 – I Show

Eddie Estes, Kansas Postsecondary Technical Education Authority (TEA) Member, complimented Garden City Community College's participation in the 3 I Show during the TEA meeting on May 25, 2011. Twelve GCCC students along with faculty presented agriculture career options and ten Criminal Justice students under the direction of Dave Rupp provided assistance with security for the three day show.

Tyson Partnership

On May 13th seven Tyson maintenance employees completed a Gas Tungsten Arc Welding training program. Nine students from the Tyson 1 + 2 program received Industrial Maintenance Certificates on May 18, 2011.

Perkins Post Secondary Program Improvement Grant

The 2011-12 Perkins Program Improvement Grant was submitted requesting a total of \$101,077. This included \$50,487 for equipment for John Deere, Computer Science, Welding, Criminal Justice, Cosmetology, and Emergency Medical Services programs. The remainder of the grant will be used for instructional supplies, participation in state and national memberships, professional development, and promotion of Adult Basic Education to Credentials pathways.

Participation in Kansas Career Pathways

Hector Martinez and Dr. Lenora Cook will be representing Garden City Community College as panelists in the "Keeping Kansas Competitive: Career Pathways Summit" in Topeka on June 1st and 2nd.

Hector will be on a panel discussing Credential Attainment for Lower Skilled and Limited English Proficient Adults (ABE – LWIB Bridge Transitions Strategies).

Dr. Lenora Cook will be on the Designing Career Pathways Models panel discussing Garden City Community College and Tyson, Inc. 1+2 model for Industrial Maintenance and the Health Science Center of Excellence partnership with USD 457.

Kevin Brungardt-Dean of Academics

With the end of the spring semester, work is underway in several areas for implementing curriculum and scheduling changes in the fall.

Reading – The position vacated with the resignation of Shelley Meier will close on June 10 and the interview committee will be conducting interviews shortly thereafter. The department faculty consisting of Jan Bitikofer and the new hire will then be working on the following issues:

- Setting course competencies for both levels of developmental reading classes to align the classes and provide an easy transition for developmental reading classes into college-level courses.
- Align scheduling of College Reading with the various departmental needs to ensure that all students who are placed in College Reading can take it.
- Align the cut off scores from the Compass placement test to better place students into the proper level of developmental reading
- This department will also look to maintain the relationship between the developmental reading instructors in the state which they initiated in April

English – The faculty will be evaluating data from the past year to determine if there are curriculum changes needed for the new developmental English course. Larry Walker has worked hard with the English faculty so that several of the issues faced by the department are handled consistently.

Math – The math faculty will be working on setting core competencies for at least one of its classes to start the department on the academic assessment process. When that is complete, they will determine a common assessment tool that will be used to measure student growth while giving them a good indication of what the students are learning well and what materials they need to adjust instruction on.

Psychology and Economics – the faculty from both of these areas will be working on the same things as the math department. The three departments are the first to start working with academic college wide assessment. As they start through the process, the assessment committee will be working with other departments to get them started in the process as well. I will be working with the IT department to create a reporting process for data that will eventually allow faculty to recover the data in meaningful reports.

College Skills – all instructors who will be teaching College Skills for the first time in the fall of 2011 have been trained and the curriculum has been updated to better meet the needs of students toward better success and retention. Leslie Wenzel has done an excellent job in working with the faculty to ensure that all new full-time students take College Skills the first semester they are on campus and has received good cooperation from faculty, counselors, and the registrar to make this happen.

Digital Literacy – Steve Thompson and Lachele Greathouse have everything in place to pilot the program during the next school year. Mandatory placement in these classes will not go into effect until the 2012-2013 school year, but the data supplied by the classes we will offer this year will help us set cut scores for the placement test and enable us to determine the sections we will need as well as times to schedule sections to meet the needs of students from the various departments on campus.

Visual Communications – Laura Guy and Brian McCallum have met with GED students who have expressed interest in the various areas under the umbrella of Visual Communications in an effort to get them to transition to college-level classes while meeting their specific needs according to their career goals. During the fall semester, Steve Thompson will be working on developing classes such as computer animation to expand the offerings of this newly formed department.

**Cathy McKinley-Dean of Continuing Education & Community Service
Adult Learning Center**

- This year there were 79 English GED graduates.
- 19 students received a one-credit scholarship to attend Garden City College skills class.
- The Migrant Family Literacy program increased the number of migrant families to 42 in May. (MFL goal for FY11 – 35)
- The Buffalo Jones ESL/MFL site will on the GCCC campus for the summer.
- Two former GED graduates – Stephanie Mendoza and Mariah Trujillo – completed two-year programs at GCCC and are transferring to four-year universities.

Business & Community Education Classes – May 2011

	Course	Enrollments	Contact Hours	CEUs
Contract Trainings	Strategic Planning – Cimarex	4	4	1.6
	Picnic Food Safety – Mosaic College for Life	15	4	6
	High Challenge Course – USD 457	93	6	55.8

Open Enrollment	Team Building & Delegation	8	4	3.2
	Excel Advanced	2	8	1.6
	Interviewing & Hiring	9	4	3.6
	Performance Management	6	4	3.6
	TOTALS	137	34	74.2

Educational Talent Search (ETS)

Theresa Amante received the Gates Millennium Scholarship. She joins ETS students Abraham Rodriguez (sophomore at WSU) and Bianca Martinez (freshman at Washburn) as Gates Scholars. Theresa plans to attend University of Kansas as a pre-law student.

Twenty ETS students volunteered for the Easter Extravaganza at the YMCA and volunteers have signed up to participate in the GCHS End of School Bash for community service.

Nine ETS students qualified for Family Career and Community Leaders of America (FCCLA) nationals by receiving gold in the state FCCLA competition. They will be traveling to Anaheim, Calif., to present at the national competition.

In an effort to ensure that all ETS students and parents are aware of ETS opportunities, a new handbook, newsletter and contact sheet were mailed to each ETS student participant. The monthly newsletter will be distributed at the ETS target schools and will announce community service and travel opportunities to the students and parents.

ETS students Joanna Rodriguez and Rene Hernandez were named Outstanding Hispanic Students by LULAC. Former ETS student Ileana Cruz has been offered the KU internship at UMMAM in Garden City this summer.

Three ETS students – Rene Hernandez, Julie Damien and Lesly Alcantar – were selected to participate in the Multicultural Academic Program Success (MAPS) program at KSU this summer. MAPS is a Project Impact summer bridge course sponsored by Cargill Corp. and K-State’s Project Impact that is administered by K-State’s Colleges of Agriculture, Business, and Engineering.

ETS challenges and solutions

- *Challenges:*
 1. *Documenting the data for our grant of students graduating, applying to college, completing the FAFSA and scholarship applications and enrollment.*
 2. *Being sure to recruit replacements for inactives – students who have moved out of the area so the grant serves 650.*
- *Solutions:*
 - 1a. *Following up information on the senior sheet and contacting colleges*
 - 2a. *Having students recruit their friends, having information available at community service activities*

Project Destiny – Year 5:

Twenty-eight graduates from Project Destiny participated in GCCC commencement on Saturday, May 14.

Town	Students
Johnson – Stanton County	5
Garden City	11
Ulysses	2
Syracuse	4
Lakin	2
Scott City	4
	28

Classes for Project Destiny in the area: Ulysses, Scott City, Lakin, Syracuse and Garden City will continue running as usual during the summer.

Project KANCO – Year 2:

Two KANCO students from Garden City Ileana Cruz and Tricsy Garcia were selected to participate in the first summer internship program sponsored by KU Latino Internship in Health Disparities Research at Mexican-American Ministries in Garden City from June to August.

The paid internship will be supervised by Dr. Paula Cupertino, an assistant professor in Preventive Medicine & Public Health at KU Medical Center.

Alfredo DeSantiago, Deerfield, obtained the highest GPA in the Fire Science Program during the school year 2010-11. The KANCO participant is the first in his family to attend college. He plans to graduate and participate in rescue missions where needed. DeSantiago will receive an award as recognition for his high academic scores and dedication.

Small Business Development Center

In May, GCCC KSBDC attended the Youth Entrepreneurship of Kansas (YEK) for Southwest Kansas end of year celebration and scholarship awards ceremony and hosted the Western Kansas chapter of the Professional Accountants Association of Kansas quarterly meeting. SBDC participated in the 3i Show with Asst. Director Cheryl Schmale and office manager Kathy Nance working with the Chamber of Commerce Ambassadors and Director Pat Veesart with Kansas Cavalry.

Internal training included a webinar on SBA 504 Loan refinance options and another on WebCATS reports (the SBDC internal client database). Cheryl attended the Economic Gardening Certification Training held in Littleton, Colo. This training and travel was funded by the Edward G. Lowe Foundation. She was the only KSBDC consultant in this small select group of trainees. Consultants Mike O’Kane and Mark Buckley traveled to Omaha for training by the Energy Department funded by an energy grant from the Nebraska SBDC.

Southwest Kansas Regional Prevention Center

- The Regional Prevention Center recently conducted a Community Readiness Assessment for the citizens of Ness County. The results of this assessment will serve as a guide for the SWKRPC as it continues to work with the citizens of Ness County to address the problem of underage drinking.
- Regional Prevention Consultant Annette Waetzig has succeeded in reestablishing contact with the Ford and Gray County coalition, FroG. Work with this coalition had slowed after the departure of Becky Upshaw last year, so Annette has made this coalition one of her top priorities.
- SWKRPC recently completed and submitted the grant application for the 2012 fiscal year. This grant will support the continued operation of the RPC and also allows work to begin addressing problem gambling in SWKRPC’s 25-county region.
- The GCCC and the RPC staff were sad to say goodbye to longtime Director, Dr. John Calbeck, at the end of April. However, we are excited to announce that Regional Prevention Consultant Chris Bell will be taking over as Director of the Southwest Kansas Regional Prevention Center starting June 1, 2011.

Dee Wigner-Dean of Administrative Services

Payroll Office

State statute allows faculty covered by the negotiated agreement to request a lump sum payout of their contract. In May, twenty three faculty requested and received a lump sum payment. The Payroll Office

is working with Deb Nicholson, GCCC Comptroller, to establish electronic funds transfer for employee and employer contributions to the 403(b) companies.

Health insurance renewal rates, effective October 1, were received and distributed via bustermail. The college rates are based on incurred claims. At this time, the premiums collected are adequate to pay allowed claims. The premium for low option (\$2,500 deductible) decreased .4% and the premium for high option (\$1,000 deductible) decreased 3.2%.

Business Office

Kim Harrison, Student Accounts Coordinator, and Annie Stoppel, Assistant Registrar will be attending a workshop on VA Certification on June 1. The college continues to have a few students enrolled through the VA program.

The office has been very busy processing summer enrollments, processing purchase orders and preparing for fiscal year end.

Two years ago, the college transferred the worker's compensation insurance to Accident Fund through Keller Leopold Insurance. The policy included a divided program. The college was notified that a divided check will be issued for \$13,499.25 which was based on the ratio of worker's comp claims to audited premium.

Physical Plant

Remodeling in the Academic Building is well underway. Dick Construction was on the job early on May 23 to begin demolition. By the end of the week, the existing doorways had been widened and work had begun to add the new brick.

The electrical contractor began work on the installation of the new fire alarm system for East Units.

Due to the repair work being done in the kitchen this summer, Great Western Dining is preparing food in the St. Dominic Parish Center kitchen and serving out of the Bistro in the Beth Tedrow Student Center.

Deanna Mann – Dean of Institutional Effectiveness & Enrollment Services

Ryan Ruda-Dean of Student Services

Admissions

On Friday, May 6, the Admissions Office hosted 22 high school students from Garden City, Holcomb and Deerfield at the 3i Show High School Ag Career Day. This is the 6th time we have partnered with the 3i Show to share information with students about careers in the ag industry. Students heard information about scholarship opportunities, played "Ag Squares", a rendition of Hollywood Squares.

Questions were prepared by Kent Kolbeck, JDAT instructor, Cindy VenJohn, Ag instructor and Clint Alexander, Meats instructor and Meats team coach. GCCC students from our ag programs were the "celebrities" who gave true or false answers to the students. The morning concluded with a scavenger hunt throughout the 3i Show exhibitors' area.

Residential Life

The fire alarm system installation in the east units has begun. We have 25 summer school students for the first session and expect 20 JDAT students to check in on June 5 until the end of July. Overall damage seems minimal which is attributable to James Rodriguez, our full time maintenance man being able to stay on top of things before they get out of hand. Christine will be at home with Ella Grace until the last week of June and Margo McNutt, former RA and cross country coach is doing a fabulous job filling in for her. The West Hall is being painted as we speak and the custodians are getting through the halls cleaning in record time. WHAT A TEAM EFFORT THEY ARE PUTTING FORTH. Food

service is currently in the Bistro because of the kitchen floor project which seems to be going quite well. MAINTENANCE DID A TREMENDOUS JOB GETTING ALL THE EQUIPMENT MOVED AND RELOCATED SO THE FOOD SERVICE COULD FUNCTION.

Student Support Services

Hieu M. Doan, M.D. was selected as the Rita G. Perez TRIO Achiever for 2011

Hieu M. Doan, M.D. was born in Vietnam. She moved to Garden City when she was 13 years old and graduated in 2002 from Garden City High School. She was a participant in the GCCC Upward Bound Program while she was in High School. She entered Garden City Community College and completed her Associate in Science with honors in 2004. While at GCCC, she was a participant in Student Support Services and a member of Phi Theta Kappa. She was also selected as a member of the Phi Theta Kappa All American Team. She transferred to Kansas State University where she earned a Bachelor Degree in Human Nutrition in 2006 and graduated with Summa Cum Laude honors. She was part of the Developing Scholars program at Kansas State University. She was involved in doing research on the prevention of cancer in mice models while attending classes full time. She graduated from the University of Kansas - School of Medicine in May 2011 and will continue her training in Internal Medicine at the University of Kansas hospital. She plans to practice as a hospitalist when she completes her residency. To our knowledge, Hieu is the first alumnus of our program to become a Medical Doctor. Congratulations to Dr. Doan on having her educational goals become a reality!

GCCC CAMPUS CLIMATE SURVEY

Spring 2011

At the direction of the GCCC Board of Trustees, the perceptions of GCCC employees were measured in March, 2011 through a campus climate survey, administered by The Research Partnership, Inc., a professional market research company based in Wichita, with the objective of determining perceptions in the four areas of:

- Campus communications
- Openness and transparency
- Trust on campus
- Valuing of employees

The research was conducted through an Internet survey, which all full-time employees were invited to complete. GCCC selected The Research Partnership to conduct the survey in order to assure complete confidentiality and objectivity. Response rates included:

- Administrative personnel (22 of 25) 88%
- Faculty personnel (56 of 66) 84%
- Staff personnel (78 of 118) 66%
- **Overall participation (156 of 209) 74%**

Questions and objectives were reviewed by the Board of Trustees prior to administration of the survey. Questions and determinations of placement in Administrative, Faculty or Staff categories were reviewed by the interim president and the college deans prior to the administration of the survey. Questions were grouped within the four overall objectives, and each was presented as a positive statement, using a five-point Likert scale to gauge agreement or disagreement. In addition, there was one optional open-ended question through which employees could offer commentary.

OVERALL RESULTS

This summary provides a picture of employee responses, using the average mean values from each question, incorporating responses from all three employee categories. Based on the 1-to-5 Likert scale, a lower mean value (**left side of the scale**) indicates greater agreement with the positive statement, and a greater mean value (**right side of the sale**) indicates lesser agreement.

The research firm supplied a bound report that provides greater detail than this summary, including the confidential qualitative statements from employees who responded to the single open-ended question, as follows:

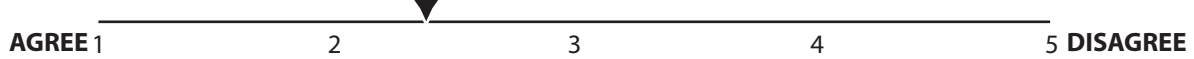
- Administrative comments 11
- Faculty comments 24
- Staff comments 31

Because it makes a number of references to specifically-identified individuals, the bound report would best be shared with the trustees in an executive session for discussion of non-elected personnel.

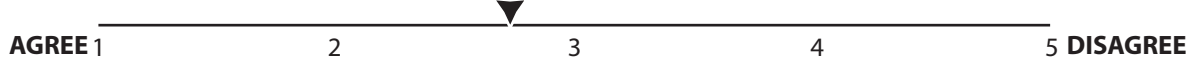
The survey results establish a baseline on employee perceptions, and the survey may be repeated periodically in future years to gather indications of change.

CAMPUS COMMUNICATION

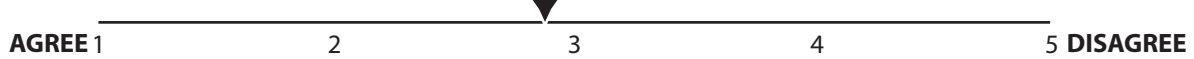
Lines of communication for addressing issues are accessible to me **(2.375)**



GCCC is receptive to faculty and staff ideas **(2.750)**



GCCC maintains an open climate for discussion of matters of importance to faculty and staff **(2.849)**



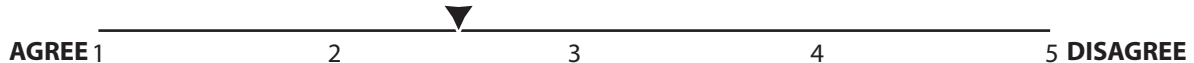
My participation in the internal governance system makes a difference **(3.165)**



My participation in the decision-making process makes a difference **(3.059)**

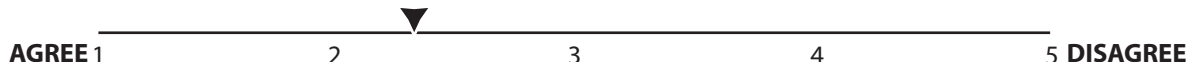


In terms of overall campus communications, GCCC is heading in a positive direction **(2.553)**

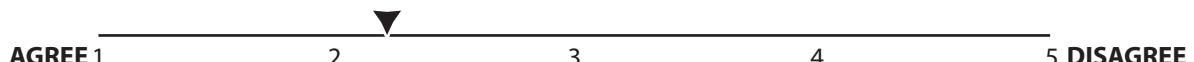


TRUST ON CAMPUS

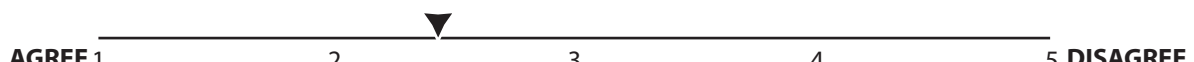
I have trust in GCCC as my employer **(2.344)**



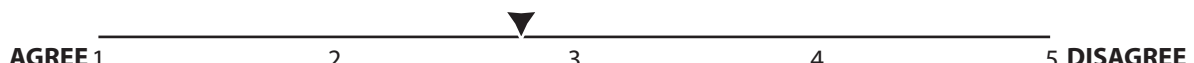
GCCC has trust in me as an employee **(2.212)**



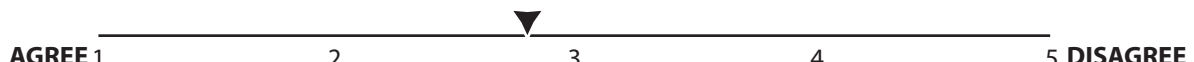
I feel secure in sharing ideas about GCCC **(2.477)**



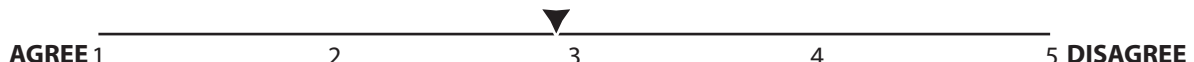
I feel secure in sharing concerns about GCCC **(2.762)**



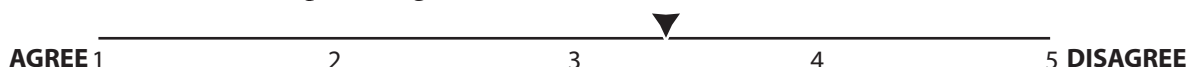
When I share ideas, I receive appropriate feedback **(2.788)**



When I share concerns, I receive appropriate feedback **(2.907)**



The overall level of trust on campus is high **(3.351)**



OPENNESS AND TRANSPARENCY

In terms of overall decision-making, GCCC operates with an open environment **(3.093)**



In terms of overall decision-making, GCCC operates with a transparent environment **(3.160)**



In contributing to decision-making, I have a sense of individual empowerment **(3.093)**



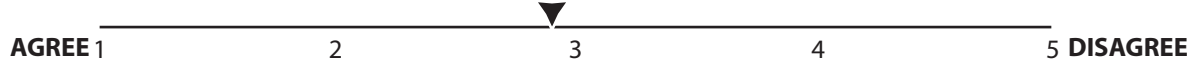
The internal governance system provides effective avenues for input on decisions **(3.020)**



Overall, the decision-making process is open to employee concerns **(2.947)**

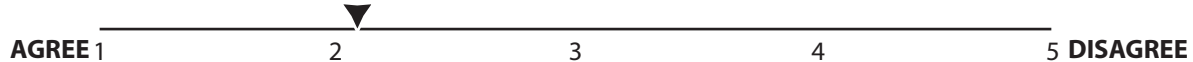


Overall, the decision-making process is open to employee suggestions **(2.853)**

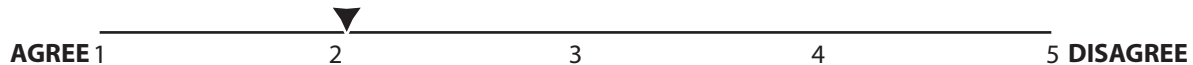


VALUING EMPLOYEES

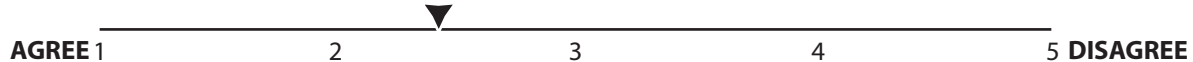
Working at GCCC provides me with job satisfaction **(2.101)**



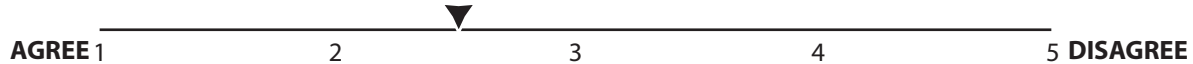
Colleagues and coworkers respect my expertise **(2.047)**



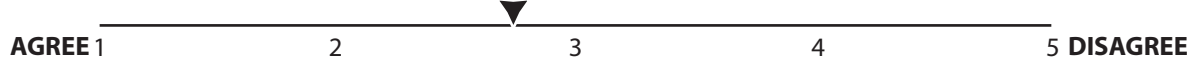
Administrative personnel respect my expertise **(2.405)**



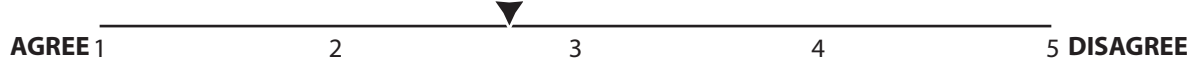
I usually have an appropriate level of input into decisions that affect the work I do for GCCC **(2.514)**



I feel well informed about decisions that affect the work I do for GCCC **(2.797)**



Overall, GCCC is open to my suggestions **(2.784)**



Business & Community Education
Three-Year Program Evaluation
May 24, 2011

State the mission of this service area.

Business & Community Education department at Garden City Community College mirrors the College's mission to produce positive contributors to the economic and social well-being of society.

This is done through building community, business and campus partnerships; determining needs; creating beneficial short-term, non-credit training programs and continuing education, in a way that provides a positive customer learning experience.

How does the mission of the service area support the overall mission of the College as adopted by the Board of Trustees?

All of Business & Industry courses are designed to be responsive to community and employer needs. B&C 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; supervisory and leadership; career skills development; Spanish for the workplace; and safety programs. The Business & Community Education department also provides access to online courses, career certificate programs and continuing education hours.

A. Essential Skills

Students will possess essential skills

- Workshops to develop personal and interpersonal communications including speaking and listening.
 - Delivered to businesses, individuals and children through Kids' College activities

B. Work Preparedness

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

“Women of Purpose” scholarship program helped women gain professional job seeking skills

Short-term career certificate programs and individual open enrollment classes to enhance:

- Computer skills
- Office skills
- Communication
- Conflict
- Problem solving
- Supervisory skills
- Leadership
- Business development
- Strategic planning

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

- Continuing Education hours offered in
 - Insurance
 - Plumbing
 - HVAC
 - Electric
 - OSHA Safety
- Test preparation in CDL, HVAC, Plumbing, Electric
- Computer software training programs

C. Academic Advancement

- Short-term certificate programming provides the students with knowledge, skills and self-confidence to know they can go on to enroll in higher education programs
- Educational “mapping” sheets provide students with a guide to how they can advance incrementally through the various degrees
- Kids’ College programming provides children ages 5-12 their first “college” experience and influence them to continue their education after high school. Since its inception in 2001, 20 percent of Kids’ College participants subsequently have enrolled a regular, credit students at GCCC

D. Workforce Development

Responsible to community economic development and employers’ needs

- Continuing education hours
- Safety training
- Computer software programs
- Professional development
- Customized contract training
- Short-term programming in an open enrollment format

E. Personal Enrichment

Recipients pursuing individual interests will be personally enriched.

Community outreach will serve the needs of all citizens.

- Short-term open enrollment classes on a semester basis including:
 - Arts and crafts
 - Foods
 - Technology
 - Dancing
 - Home & Garden
- Lifelong learning programming geared for those 50 years and older
- Kids’ College for those 5-12 years old

GCCC PROGRAM EVALUATION SERVICE AREA FUNCTIONS

1. *Indicate the principle functions or types of services performed by this service area.*

- Open enrollment classes
 - Business & Industry
 - Computer software including Microsoft Office Suite, QuickBooks, Adobe Photoshop
 - Professional development
 - Leadership
 - Business development
 - Safety and trades
 - Continuing education hours
 - Certificate programs
- Customized contract training
 - Worked with Workforce Investment Act and Finney County Economic Development Corporation to secure funding for Tyson supervisor training
 - Tyson Fresh Foods
 - Endurance Wind (United States, Canada and Great Britain)
 - Cimarex
 - Tatro Plumbing
 - Area Mental Health
- Partnership activities
 - Cultural events
 - Career fairs
 - Delivery of programming with KU and Wichita Area Technical Center
 - Presentations at organizational meetings
- Kids' College
 - Spring break and summer learning with fun-filled learning activities within a "camp" theme
 - Pursued grant funding in 2010 and 2011 to increase accessibility of Kids' College
- Personal Enrichment
 - Hobby classes
 - Lifelong learning for those over 50
 - "College for Life" for those with physical and mental disabilities
 - Cooking and cake decorating
 - Home improvement
 - Arts and crafts
- Leadership activities
 - Volunteering for community organizations and events
 - Serve on board of directors for several organizations
 - Facilitated strategic planning for Finney County United Way and Finney County Humane Society

1. *Provide indications of the service area's activity in relation to these functions over the past three years (e.g. user trends, service area output, clients served, material collected and/or distributed etc.)*

Some enrollment numbers and people served numbers may be reported low on the table below due to many contract training students do not register individually.

Business & Industry numbers have been generated using Datatel according to fiscal year:

Business & Industry TOTALS	FY 08	FY09	FY10
Enrollments	823	1,154	1,402
People Served	463	744	922
Businesses Served	181	98	145
Classes Offered	111	136	138
Cancellation	21	26	41
Satisfaction Rate	98%	98%	98%
Income	\$53,629	\$68,153	\$68,456
Contract Trainings	13	12	23

Personal Enrichment numbers have been generated using Datatel according to fiscal year:

Personal Enrichment TOTALS	FY 08	FY09	FY10
Enrollments	429	182	200
People Served	253	122	141
Businesses Served	0	0	2
Classes Offered	71	61	50
Cancellation	22	40	23
Income	\$19,319	\$6,711	\$18,309
Contract Training	0	0	2

Kids' College

2011 marks the tenth anniversary of GCCC's Kids' College. Since 2001, Kids' College has provided on-campus experience to 1,090 children ages 5-13. **Almost 21% (225) of these Kids' College students subsequently enrolled as a credit student at GCCC.**

Through reassignment of staff responsibilities and using practices recommended by the national continuing education organization, Learning Resources Network (LERN), Kids' College has experienced notable changes in the last three years.

- Individual hour-long classes were eliminated and half-day themed camps are now offered. This format change resulted in a streamlined approach to registration for both staff and parents. The student is with the same teacher which promotes quicker rapport, thus quicker influence to learn and grow.
- Kids' College partnered with Finney County Health Coalition Center for Children and Families in 2010 and 2011 to provide scholarships to students.
- The number of students served increased over the same time period of 2009 by 11 while income increased by \$2,416.

- The greatest change occurred through the number of paid instructional hours which decreased by 68%, and the number of canceled classes dropped from about 63% to 0%.

Kids' College numbers have been generated using Datatel according to fiscal year:

Kids' College TOTALS	FY 08	FY09	FY10*
Enrollments	228	264	131
People Served	70	74	91
CEU	29	33	80
Classes Held	45	55	19
Income	\$9,099	\$11,646	\$9,156

*Changed from one-hour class format to half-day camp format.

Scholarship awards offered to students during the past three years:

FY 2010 \$13,000

- \$8,000 Kids' College
- \$2,600 Business & Industry career skills for women
- \$2,400 Osher history classes for senior citizens
- \$4,257 Hobby classes for senior citizens

GCCC PROGRAM EVALUATION SERVICE AREA CLIENTELE

Identify the principal clientele served.

Business & Industry: businesses and employees in the counties of Finney, Lane, Scott, Wichita, Greeley, Hamilton, Kearny.

Personal Enrichment & Kids' College: citizens from the counties of Finney, Lane, Scott, Wichita, Greeley, Hamilton, Kearny.

Approximate the number and/or percentage of services provided to each client.

- 385 Business & Industry classes
- 185 Personal Enrichment classes

GCCC PROGRAM EVALUATION PERSONNEL

Supply the information requested below for all full-time and part-time personnel. Attach additional pages if necessary.

Professional/Technical Personnel

Position	Status (FTE)	Degrees obtained	Date of employment
Director of Business & Community Education	1	B.S., M.A.	September 2006
Assistant Programmer	1	Bachelors required	Position vacant
Information Specialist (shared with Dean)	.5		January 2011
Total Staff	2.5 FTE		

Is the number of staff adequate to support the service area? If no, explain.

No. This department did have 3.5 people to run these programs; plus the shared assistant; plus the work study. Now there are two, which is not enough to provide adequate services to the business & industry contract clients; continuing education hours for trades; open enrollment for business & industry, personal enrichment programs, senior citizen Lifelong Learners, and Kids' College of the seven-county trade area.

Does the available staff possess all specialized skills required to support the service area? If no, explain.

Yes. Lifelong learning and continual improvement is what we offer to the community and it is what we strive to do internally. All personnel are trained and offered new training on a regular basis. Organization and dependability are key for B&C staff.

GCCC PROGRAM EVALUATION COMMUNITY SERVICE/PARTICIPATION

Do service area staff provide services to the community or participate in community affairs/activities, to a degree, greater than that required by their responsibilities at the college?

 X yes, please answer the remaining questions

List the pertinent community services and/or activities.

- Finney County Economic Development Corporation
- Garden City Downtown Vision
- Garden City Area Chamber of Commerce
- Humane Society
- Council of Community Services
- Finney County Job Fair
- 3I Show
- Endowment Auction
- Home & Garden Show
- Farm Show

Indicate extent of involvement of service area staff in the above activities.

Finney County Economic Development Corp.	5 years
Downtown Vision, organization and economic committees	4 years
Chamber of Commerce, biz viz and mba committees.....	5 years
Humane Society, activity volunteer	1 year
Council of Community Services, on the council	5 years
Finney County Job Fair, committee	5 years
3I Show, task volunteer	5 years
Endowment Auction, task volunteer	1 year
Home & Garden Show, booth volunteer	4 years
Farm Show, booth volunteer	1 year

How successful has this participation/involvement been?

Although there is no data on the successful participation in these activities, many of the activities depend on volunteers for the activity to happen. B&C staff strongly believes that these service organizations make the community and the College stronger, and that developing strong community partnerships is critical in determining training needs.

GCCC PROGRAM EVALUATION CAMPUS/COMMUNITY INVOLVEMENT

What campus committees or activities do staff in this service area serve on or assist with?

- GCCC Leadership Development Academy, co-facilitator
- Datacore, committee member

GCCC PROGRAM EVALUATION PROFESSIONAL ACTIVITIES

What honors, awards, or recognition have service area personnel received in the last five years?

- GCCC Leadership Development Academy certificate
- Chair Leadership Academy certificate
- Council for Workforce Education certificate
- Certificate of Academic Achievement (3)
 - Dean's Scholar List
- Excellence in Student Writing certificate

What projects, presentations or publications have staff completed in the last five years?

Because of the scope of work covered in this department, staff has developed and presented multiple training programs and community presentations.

GCCC PROGRAM EVALUATION PROFESSIONAL DEVELOPMENT

Do staff members in this service area routinely participate in professional development activities?

- Attendance at national, regional and state conferences
- Local involvement in professional organizations
- Relevant campus in-services
- Leadership development workshops
- Visited other business & industry professionals and sites to view best practices

- Continuing education
- State network of business & industry training service providers

In what in-service opportunities have staff in this service area participated? (List such things as conferences, courses, workshops, etc.)

- Annual LERN conferences
- Technology training workshops
- Policy and legislative regulations workshops
- Diversity training workshops from Kansas State Department and on campus

Are there areas of unmet professional development needs among staff in this area? If so, list those areas of need and the individual staff members concerned.

- Ongoing need to stay abreast of trends locally, regionally and nationally in all of the areas covered by this department including: business, industry, enrichment, senior citizens, disabled and children.

GCCC PROGRAM DEVELOPMENT FACILITIES AND EQUIPMENT

Are available general use facilities, such as office and work spaces, adequate support the service area?

Yes.

Is available dedicated space adequate to support the service area?

Yes.

Is available equipment adequate to support service area objectives?

Computers need to be updated.

Is available equipment up-to-date?

No.

Are additional facilities or equipment required to support the service area?

More classrooms; computer and software upgrades.

GCCC PROGRAM EVALUATION METHODS AND TECHNOLOGY

Are the present methods of operation/delivery appropriate for meeting the service area mission?

Yes.

Do these methods utilize the best-suited, available technologies?

Yes. B&C has upgraded a laptop lab into a computer lab with smart technology via a grant.

Indicate recently implemented innovations in service and/or use of technology.

Innovation

- Took responsibility for web site updates

- Developed a Facebook page with regular updates
- Adopted LERN benchmarks
- Implemented half-day camps instead of hourly classes for Kids' College
- Developed and implemented short-term career certificate programs

GCCC PROGRAM EVALUATION ACCREDITATION

Is the service area subject to accreditation by state regional or national accrediting agencies?

No

GCCC PROGRAM EVALUATION SERVICE AREA STRENGTHS

List and comment on the major strengths of the service area.

- Staff are friendly, helpful and informative
- Staff are cross-trained to provide all services
- Perform well as a team
- Provide evening office hours and classes to customers
- Collaborate well with other areas of the college
- Communicate information appropriately through a variety of channels
- Responsive to student needs
- Creatively seek alternate funding sources
- Staff members have different strengths which can facilitate a variety of activities, instruction and innovation

GCCC PROGRAM EVALUATION SERVICE AREA WEAKNESSES

List and comment on the major weaknesses or needs for improvement of the service area.

- Lack of business communication and developing partnerships due to time constraints and lack of personnel
- Difficult to find enough quality instructors to teach classes
- Classroom space is limited
- Computers and software purchases are limited due to lack of funds

List recommendations for improving service area and correcting identified weaknesses.

- Find ways to accomplish all activities necessary and facilitate new business customers and partners
- Recruit and maintain high quality instructors
- Communicate more often with current customers
- Continue searching for earned income and grants for technology upgrades

GCCC PROGRAM EVALUATION

Have service area personnel received favorable evaluations?

Yes.

Has overall delivery of services from this area been evaluated by users?

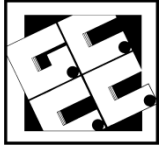
Each student is provided with an evaluation form to be filled out at the end of every class. Also, advisory committees have given input into progress. Online surveys have been targeted on occasion, such as to business owners.

From the evaluation(s) described above and other sources (if appropriate), summarize how successful the area has been in carrying out its mission (e.g. providing its stated functions and serving its various clientele.)

B&C responds to all of the comments, suggestions and critiques to make the classes appealing and a high-quality learning experience.

How has your area used these evaluations? What changes have been made as a result?

- Good teachers have expanded their scope of teaching services
- Ineffective teachers have been terminated
- Area workforce needs have been identified and training programs developed
- Classes have been lengthened



GARDEN CITY COMMUNITY COLLEGE

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MEMO

May 31, 2011

To: Dr. Swender

From: Dee Wigner

RE: FY12 Budget

Below is the proposed budget timeline for FY12 published budget. Kansas Board of Regents has not yet released the final published budget documents; therefore, the required publication date is subject to change.

The GCCC FY12 published budget will be developed assuming no mill increase for general fund or capital outlay.

A temporary working budget will be entered into Datatel on July 1. The temporary budget will be entered at 35% of the FY11 budget.

2011 BUDGET CALENDAR

June 8, 2011	Board approval for Equipment and Infrastructure purchases over \$20,000
June 30, 2011	Final FY11 revenue and expense calculations
July 13, 2011	Board approval of Published Budget
July 25, 2011	Publish Budget printed in newspaper (10 days before public hearing)
August 10, 2011	Board Budget public hearing (10 days before filing with County Clerk)
	Board of Trustees final approval of Published and Operating Budget
August 23, 2011	File approved Published Budget with County Clerk
	Required Published Budget filing deadline