

GARDEN CITY COMMUNITY COLLEGE

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

December 9, 2011

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

Dear Trustees:

The Board of Trustees will meet in regular session on **Wednesday, December 14, 2011**. The meeting will be held in **Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner in the Broncbuster 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. Open comments from the public
- C. Student Government Report
- D. Report from Faculty Senate pg. 3
 - D-1 Program spotlight: Social Science Department

II. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (November 16, 2011)..... pg. 10
- B. Approval of personnel actions-Human Resources pg. 16
 - B-1 Adjunct/Outreach Contracts pg. 18
- C. Financial information pg. 25
 - C-1 Checks processed in excess of \$20,000 pg. 26
 - C-2 Revenues pg. 27
 - C-3 Expenses pg. 28
 - C-4 Cash in bank pg. 35
- D. Approval of purchase orders over \$20,000..... pg. 36
 - D-1 Hartsook Memorandum of Understanding pg. 37
 - D-2 Property and Liability Insurance Renewal..... pg. 42
- E. Other pg. 44
 - E-1 Resolution 2011-3 pg. 45
 - Updating signers on purchase card

III. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS pg. 46
 - A-1 Monitoring Report - General Executive Constraints #14 Action
- B. Review Monitoring Report-General Executive Constraints #9, #10
- C. Board Process and Policy Governance Review

IV. OWNERSHIP LINKAGE:

A. KARL Thank You pg. 47

V. REPORTS:

- A. President's Report
 - A-1 Incidental Information pg. 48
- B. Report on KACCT/COP at Independence Community College
- C. Report from Finney County Economic Development Corporation (Trustee Ron Schwartz)

Upcoming Calendar Dates:

Dec. 19-Dec.30 Christmas Holiday – NO CLASSES – OFFICES CLOSED
Jan.2 OFFICES OPEN
Jan.9 Faculty Report – In-Service
Jan. 11 Classes Begin
Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 6:00 p.m. Endowment Room
Jan.16 Campus and community celebration of Dr. Martin Luther King, Jr., holiday, 10:00 a.m. in the main gymnasium, Dennis Perryman Athletic Complex

VII Executive Session

VIII. Adjournment



Dr. Herbert J. Swender, Sr.
President 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

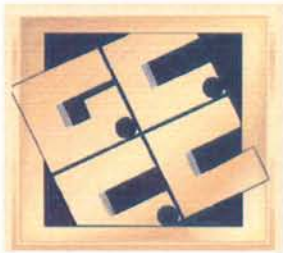
Faculty Senate Report December 14, 2011

Faculty Senate Program Spotlight: Social Science

The Social Science Department provides core curriculum general education classes for GCCC's academic degree programs. What are often lost in the shuffle are students who are majoring in social science programs. Leonard will be sharing developments/changes/activities of the Social studies department with a short demonstration activity demonstrating the application of social science to real world applications. Social science is more than just lecture and notes. Presentation by Leonard Rodenbur, Social Science Instructor.

Faculty Senate Meeting Highlights

- The Faculty Visitation Process has been implemented.
- The evaluations from the 4 'Faculty Breakfast with the President' sessions indicated that the breakfast communication opportunity was well received. A variety of comments were also noted including varying the 6:45 a.m. meeting time; allowing more time during the sessions and continuing to mix faculty. Faculty Senate intends to continue the small group Faculty-President sessions in the spring.
- Faculty Senate is currently planning faculty in-service for January 9, 2012.



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Faculty and Program Accomplishment Report Fall 2011

GC3 Student Media:

- GC3 Student Media launched egc3media.com in September. The new site features videos and slideshows as well as incorporating social media feeds such as Twitter, Facebook and Google+. Students are working on marketing the site as well as expanding coverage to include daily news and feature updates.
- As a part of the VISUAL COMMUNICATION program, the media department continues to recruit and enroll students. The department is taking part in the Nov. 16 Exploration Day as well as the March 1 Fine Arts Performance Day.
- Provided VisCom posters, flyers and DVDs to area principals and superintendents
- GC3 Media has provided videotaping, editing and production services to:
 - * the theatre department so they could enter their production in the Kennedy Center Arts completion;
 - * the College Skills development program so the three guest lecture topics can be provided online;
 - * the Department of Public Safety, recording it's Ride for the Future event

Physics Department:

- New equipment in the form of electronic balancers has been acquired, allowing the students to make lab measurements not previously possible.
- We have also acquired a set of college-level physics videos produced by Cal Tech Berkley that will present physics concepts using computer graphics in motion.
- The large, high-quality telescope has been repaired and will be in service for the evening astronomy course in the spring semester. To make this course more accessible to the community, its time has been changed from Tuesday 7 - 10 pm to Tuesday and Thursday 7 - 8:30 pm.

Economics Department:

- I've been invited to Alta Brown to do a presentation to the 4th graders about the economy and the importance of furthering their education past high school.
- Plans are continuing to host the 3rd Bi-ennial Economic Symposium: The Economics of Health Care (April 13/14, 2012)

Animal Science Department:

- *Biggest news* - \$1.74 million grant for Animal & Food Science.
- Clint Alexander elected to serve as the Central/Midwest Region director for the Intercollegiate Meat Coaches Association.
- *Meat Judging Team* – Reserve Champions at Beef Empire Days, American Royal and High Plains Contests. Reserve National Champions. National Champion Team in Beef Judging, Pork Judging and Questions (Questions have to do with taking notes and having a good memory...we are the best at it

this year). Jacob Fish (Hillsboro, KS) 1st Team All-American, High Individual at National Championship contest; National Champion in Beef Judging, Total Beef and Placings. Alyssa Heitschmidt (Garden City) was 4th at Nationals, 2nd Team All American, National Champion in Lamb Judging, Pork Judging and Questions (she only missed 4 out of 50 questions in the contest).

- *GCCC Alum's-* Amanda White (Garden City) was a member of the Texas Tech Meats Judging Team that just won National Champions for 2011. Additionally, James (JD) Heitschmidt (Garden City) was a member of the Kansas State University Meats Team that was 3rd at the National Championship but 2 weeks earlier won the High Plains Contest. Also, two members of the 2010 meats team at GCCC will be judging for universities starting this spring. Brooke Giles (Gustine, CA) will be on the 2012 Oklahoma State University meats team and she recently won their invitational contest by 60 points. Alyssa Kerckhove (Gustine, CA) will be a member of the 2012 Fresno State University meats team.

Theatre Department:

The theatre program was involved in a number of projects during the summer and early fall. We produced a summer show, a fall offering for the Kennedy Center American College Theatre Festival, and the theatre director was involved in additional activities as well.

- *June 2011-* Phil Hoke assisted Arch Hooks in shooting and completing a music video that is currently available through Youtube.com. He served as back up vocalist, set designer, production assistant, lighting designer, and special effects (blood props) for the concept video.
- *July 2011-* Produced *Dream Your Dreams* by Duane West. The cast was composed entirely by community volunteers. Special recognition is given to Bruce Spiller and Carolyn Klassen for musical support.
- *October 2011* Produced *Seven Deadly Sins* by Thornton Wilder as a participating entry in the Kennedy Center American College Theatre Festival. Irene Ryan Nominations were awarded to Nancy Wright, Holden Eisiminger, and Justin Godwin. Alan Kessler and Ivonne Flores will forward their design work to the Design Exposition at the Region V festival to be held in Ames, Iowa in January. Nicole Dyer will present her stage management work at the same festival. Carissa Hodgs has entered the 10-minute play festival.
- *November 2011-*The theatre director served as a respondent for the Kennedy Center American College Theatre Festival for Southwestern College's production of *Is He Dead?* by Mark Twain.

Cosmetology Department:

- We are very excited that we have been able to transition into the new updated Pivot Point Curriculum. Pivot Point has updated to the newest and latest techniques in the field of Cosmetology. Including the book covers, pictures, theories, procedures and learning styles. This is a new generation and we believe that we have to meet them at a different level. In order to achieve this, as a program we will be integrating iPad's into our teaching methods.
- We have six non-traditional, male students currently enrolled (2 senior's and 4 freshman).
- Special Educators this year include:
Christi Smith - Nail Tec Supply, for EZ Flow Acrylic Nail Class
Jan & Stan - Patrice', for product knowledge and additional color classes
Michael Thomson – Massage Therapist, Scalp & Body Massage class
- Our community partnerships are growing with the salon owners and stylist becoming more involved with the student's education. The professionals come in and explain what is expected of them and available for them in their profession, including Smart Style, Regis Hair Salon, City Kuts Barber Shop and Illusions Hair Salon.
- As a program we have enjoyed participating on campus for Exploration Day, 71 students from various High Schools visited, we assisted SDSI's and other entities Prom for the Mentally Handicapped by doing 36 Up-Do's and Manicure's to help their clientele prepare for the big night, and The GCCC Endowment Phonathon.
- The Strategic Team Building was a great success for our students this year. The course was a successful in bringing our students together as teammates. They also have to do community service

as part of the class. This year the students choose to volunteer their time make scarves for three different Elementary Schools.

- The Instructor's and Students also participated in going to the Peels Expo Hair Show in Denver in October, 2011. This provided both us and our students with a wide variety of learning styles, as well as the latest trends in the industry. This definitely will help the students learn more advanced techniques that will be very beneficial to them when they enter the working industry, as we continue to teach them the newly acquired techniques in class, for both the students who attended and those who were unable to make the trip.
- Currently, both fall and spring students are on the clinic floor, and our enrollment for the Spring Semester of 2012 is currently at 10, which already puts us halfway full for the next semester!

Dr. Jean Ferguson and Marsha Wright

- Professional Accomplishments for Jean Louise Ferguson, ESL Instructor
- Two Conference Presentations this semester:
 - "Prescriptive Is Not a Four-Letter Word," TYCA Midwest Conference, Columbus, Ohio, October 15, 2011 (with Marsha Wright)
- "Techniques That Improve Written Comprehension and Comprehensibility," CoTESOL Conference, Denver, Colorado, November 12, 2011

Reading

Jan Bitikofer and Michelle Branton

- College Reading and Reading Improvement were made mandatory classes for students who scored accordingly on their COMPASS tests. Reading Improvement is a class designed for those students who score 0-45 on the Compass and College Reading is for those students who score between 46-80. Both classes are mandatory. If a student scores into Reading Improvement, they must follow up by taking College Reading. No student is allowed to enroll in English I unless they have had their required reading courses, but are allowed to take English I concurrently with College Reading. It was made mandatory to help students improve in all subject areas.
- College Reading is now offered as a 100 class, giving the students credit for graduation. This is an incentive because it now gives them credits for graduation and previous to this year, that was not available. Students do not get credit for Reading Improvement.
- A reading accomplishment that we are working on at the present time is to establish a state-wide developmental reading group for all community colleges in Kansas. The steps to establish this group have been put into motion and we hope by March that we will be able to meet for the first time. A group will be contacted and invited to attend the first meeting on the GCCC campus in order to establish the by-laws and mission for what we want to accomplish.
- Hybrid classes have now been established and will be taught by Michelle Branton for Reading Improvement and College Reading. Hopefully we will be able to reach a greater number of students with this offering.

Business Department

- Signed a 2+2 degree pathway agreement with Kansas State University.
- Deb Robinson is the Program Leader for the Accounting Program which is going well. GCCC has several accounting articulation agreements with area high schools. She has been serving on the (CTE) Career and Technical Education Program Advisory Council with Garden City High School (GCHS) for the past several years. Ember Dortch (the GCHS Accounting Instructor) and Deb have worked closely together to insure that GCHS students are prepared to enter Accounting I.
- Two years ago when the Business Department implemented several 2+2 Bachelor of Business Administration degrees with Ft. Hays, they indicated Deb wait a couple of years, then return to create a 2+2 in accounting. At the time it was indicated that Ft. Hays was revamping their accounting program.

This year she anticipates completing an Accounting 2+2 with Ft. Hays which GCCC can implement next fall.

- Additionally, when GCCC students complete Accounting I and Accounting II, it transfers across the state as "Financial Accounting". Several students who attend universities out of state have indicated these institutions also accept these course competencies as Financial Accounting.
- The other business courses Deb is teaching are going well. Some of you may have been interviewed by students enrolled in her Business Communication class this semester. At this time she would like to extend an invitation to ALL of the Board member to attend their final presentation on Monday, December 5 in Academic Room 1202 (the computer lab on the west side of the building). The class begins at 6:00 p.m. and presentations will begin shortly thereafter.
- Also, after receiving several requests from non-traditional students and a few individuals in our community, Deb will be offering Business Law I next spring on Monday nights. Business Law I basically covers general contract law and sales contract law. In addition, she touches on the laws of agencies and employment.

Nursing and Allied Health Department

The Nursing and Allied Health Department hosted the first Health Career Fair October 7, 2011. The event was held in the Erdene Corley Simulation Lab and surrounding PENKA building area from 8am – 2pm. The primary objective of this event was to fulfill the mission of GCCC by bringing parties interested in health care careers and organizations wishing to reach those parties together for the mutual benefit of all. Besides the potential for recruitment of quality employees and exposure for organization's services or products, many other benefits derived from this event. Benefits such as greater public awareness of the importance of health careers to the economy and our everyday lives, the scope of careers related to nursing, the variety of health careers and their uses, and attraction of talented young people to the field. We had 80 students come through our registration table and had 18 outside entities register to have tables for the event. I have listed those that participated below. We had great evaluations come back from each exhibitor and they are excited about next year's event.

Health Agencies

- Satanta District Hospital
- The Legacy at Park View
- Mosaic
- Kearny County Hospital
- Park Lane Nursing Home
- St. Catherine's Hospital
- Morton County Hospital
- Garden Valley Retirement Village
- United Methodist Mexican American Ministries
- Greeley County Health Services
- Larned State Hospital

Educational Facilities

- Fort Hays State University-Allied Health Department
- Fort Hays State University Education Opportunity Center
- Dodge City Community College
- University of Kansas Medical Center-Area Health Education
- Seward County Community College
- Northwest Kansas Technical College
- Kansas Works

Dept of Public Safety – Fire, EMST, Criminal Justice & Team-T

- State & Community Involvement
 - Brad Sisk is the President of SW Kansas Emergency Medical Services-Region II and committee member on KS Board of EMS, Educational Development Taskforce.
 - Larry Pander is a Governor appointed member of the Kansas Fire Commission representing Community College
 - Linda Morgan is the Kansas Peace Officers Association (KPOA) Training Committee Chairperson
 - David Rupp is a member of the KPOA Legislative Committee
 - Jerrad Webb is the Mayor of Deerfield and USD 216 Board of Education member, Deerfield.
- Hosted 3 Western Kansas Fire Testing sites - From 35-40 testing each time.
- Hosted 3 State EMS test sites
- Hosted 1 National Registry Paramedic testing site
 - 13 of our paramedic students challenged the National Registry Practical exam which consists of 12 hands-on practical stations. These skill stations tested the candidates on advanced airway techniques, medication administration, as well as dosages, managing cardiopulmonary arrest, interpretation of cardiac rhythms and their treatments, a random skill, as well as 2 oral stations that can be any topic within their scope of practice as a paramedic. They tested 156 stations and when the dust had settled, 12 of the 13 had passed.
- 2 EMS Advisory Council Meeting – Preparing for Accreditation Site visit spring 2012.
- Nov 2011 – Strategic Planning Session for DPS. Selected DPS Advisory Council members participated
- Fall Semester – DPS students are participating in the Big Brothers/Big Sisters Mentoring Project.
- Concealed Carry classes were held in June, August, October and December. The class schedule for spring 2011 is published.
- NRA Women on Target class was been in October with 2 more planned for spring 2011.
- Over 10 tours to prospective students
- August 2011. DPS staff picnic and fun shoot. 1st ever event to pull DPS faculty and adjuncts together. Approximately 55 attended this event including special guests.
- August 2011 - EMS and Criminal Justice met with the GCHS counterparts to discuss the 2+2 programs.
- August 2011 Tumbleweed Festival – approximately 25 DPS students assisted with gate security
- Sept 2011 Strategic Team Building – approximately 60 DPS & Cosmetology students went through the course with 6 instructors, 2 safety assistants and an additional 10 student volunteers.
- Sept. 10- Fiesta Parade- 1 student (Remaining students were in Strategic Team Bldg.)
- Sept. 24 – Paramedic Graduation. We had a standing room only graduation ceremony for the Paramedic class with an estimated 100 plus family, friends, advisory members, and college representatives. Bill Young was the keynote speaker for the class via SKYPE.
- 7 dedicated EMS students, staff and friends of DPS called during the GCCC Phonathon and raised over \$3,000 for scholarships
- Oct. 16- Holcomb Police Department Scenario Training- Traffic Stops- 9 students
- Oct 2012. Humane Society Pet Expo. 10 students assisted with this community event putting in approximately 60 collective hours. Colby Biernacki (Fire Major) was the student team organizer and Danny Keough (CJ major) was the 'dog' mascot.
- Nov 3 – DPS instructors and students worked with local Girl Scout troop in a series of mini-workshops including fire, EMS and law enforcement.
- Nov. 5- GCPD'S- Neighborhood Cleanup Project- 7 students
- Nov. 12- Veterans Day Parade- 8 students
- Nov. 16- Exploration Day- 150 students through our area. Approximately 45 student volunteers, staff and partners assisted.
- Nov. 16- Campus Clean-up- Challenge Course- over 20 students helped then enjoyed pizza together.

- Nov 2011. Sophomore DPS students helped freshmen pre-enroll for spring classes.
- Dec. 2 – SGA's Bell ringing for Salvation Army- 5-6 students
- Dec. 7 - Santa Claus and Mrs. Santa for the GCCC Daycare and Garfield Elementary School
 - GCCC DPS also provides a tree and lights for Garfield, Garfield students decorate the tree.
The tree is then donated to a family without a tree.
- Dec. 10- Holiday Parade- 16 Students signed up

MEETING OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE

November 16, 2011

Trustees Present: William S. Clifford, Merilyn Douglass, Ron Schwartz, Steve Sterling, Terri Worf,
Trustee Absent: Jeff Crist

Others Present: Debra Atkinson, Deputy Clerk
Kevin Brungardt, Dean of Academics
Scott Good, Network Manager
Daniel Gutierrez, Student Government President
Guillermina Hinde, Cosmetology Instructor
Micah Kasriel, Coordinator of Student Activities
Deanna Mann, Assistant to President for Grants and Accreditation
Elson Martinez, Cosmetology Student
Leslie Mason, EduKan Grant Writer
Linda Morgan, Faculty Senate President/Criminal Justice Instructor
Ryan Ruda, Dean of Student Services
Dr. Mark Sarver, President and CEO of EduKan
Dr. Herbert Swender, President
Dee Wigner, Vice President, Operations and Finance

CALL TO ORDER:

Chair Worf called the meeting to order at 6:04 PM.

COMMENTS FROM THE CHAIR:

Chair Worf made the following comments:

- Congratulations to GCCC Cross Country Team for finishing second in the nation.
- Congratulations to the 2011 GCCC Meats Team for runner up status in year-end national championship competition.
- Both men and women's basketball teams off to a good start.

OPEN COMMENTS FROM PUBLIC:

Dr. Mark Sarver, president of EduKan, a six-college consortium that offers associate degree courses over the Internet, told the board that EduKan enrollment has increased 14 percent for the year; and that GCCC's EduKan enrollment, up 50 percent, is the second highest of the six member institutions. The others include Barton County, Colby, Dodge City, Pratt and Seward County Community Colleges.

EduKan was launched in 1999 with 50 students, after an announcement in Garden City before the Kansas State Board of Education, and it has grown significantly over the past 12 years. Sarver noted that two-thirds of the students now enrolled in EduKan classes live in Kansas, while one-third live out of state.

GCCC and the other five founding members of the group received dividends of \$60,000 each earlier this year and Dr. Sarver presented an additional \$30,000 from EduKan to GCCC at the close of his narrative.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Daniel Gutierrez, President of Student Government Association, shared highlights:

Past Events:

- October 18, presentation by comedian Paul E. Jones, self-billed as “Bi-Polar Boy”, focusing on mental health.
- October 19, SGA putting down red tape 50 feet from each building as a reminder of the city smoking limit. SGA will be handing out a prize to the craziest fan attending the women’s soccer game against Barton County Community College.
- October 20, Blizzard of Bucks from noon-2 p. m in the cafeteria.
- Casino Night, October 27 from 7-9 p.m. in Beth Tedrow Student Center for every three non-perishable food items donated will receive an extra grand prize ticket. Prizes were handed out throughout the night. Halloween Costume contest with * 1st, 2nd and 3rd place winners received prizes.
- November 10, Comedian/Impressionist Brandon Styles

Future Events:

- November 17, Tobacco Free Campus event from 11:00 a.m. to 2:00 p.m. in front of the library. Informational handouts were given to trustees.
- December 1, BowlMania at Hard Rock Lanes from 9:30 p. m. to midnight.
- Friday December 2nd from 4-9 p.m. bell ringing for the Salvation Army at Walgreens. HALO will ring bells at Wal-Mart.

Trick-Or-Treat so Others Can Eat has been completed. Food will be taken to Emmaus House

Student Government Association has adopted two children through The Court Appointed Special Advocate program. SGA will serve as Secret Santa for both a girl and a boy.

All clubs will be cleaning their Adopt a Spots on November 28.

Final SGA meeting for the 2011 year will take place November 30.

Intramural volleyball league is now accepting team rosters, with games scheduled for Sunday and Thursday nights.

Due to limited access to electrical outlets holiday light decoration of the central campus mall for Christmas, sponsored by SGA organizations, will be postponed until next year.

Trustees expressed their appreciation for the report.

REPORT FROM FACULTY SENATE:

Linda Morgan, Department of Public Safety Instructor/Director and Faculty Senate President, reminded trustees that Faculty Senate information was part of the electronic board packet. (Supporting documents filed with official minutes.)

In addition, Morgan reported that during Garden City Community College’s 2011 Exploration Day, today approximately 387 high school junior and senior students and 35 sponsors from 19 Western Kansas high schools and GED centers and had the opportunity to take a close-up look at career opportunities in 17 fields. Five \$400 Scholarships were given away, and 21 staff participated in providing campus tours. Approximately 400 hot meals were served by Great Western Dining. Morgan thanked Dr. Lenora Cook, Dean of Technical Education; Belen Terrones, Administrative Assistant to the Dean of Technical Education for coordinating the event and said many faculty and staff helped make GCCC 2011 Exploration Day a success.

Program Report:

Cosmetology
Guilla Hinde,
Cosmetology Instructor

Trustees heard an outline of the Cosmetology Program from Guilla Hind, instructor, during a GCCC Faculty Senate report. Housed in a studio and classroom complex at the Penka Building of Practical Arts and Sciences, the one-year program prepares students for cosmetology practice and the Kansas licensure examination.

Elson Martinez, a cosmetology student, told the Trustees he was glad to be accepted into the program, and has learned skills ranging from blow dryer and curling iron techniques to cutting hair, performing facials and giving manicures. Martinez expressed his appreciation for the guidance of Hind and Instructor Pati Pfenninger.

Board Members expressed appreciation to Hinde for her report.

CONSENT AGENDA

Chair Worf asked if Trustees wished to add or remove any items from the consent agenda for discussion; no one did. Chair Worf then asked for a motion approving consent agenda items A-C

Motion:

Clifford, moved, seconded by Douglas, to approve consent agenda items A through C as presented

Motion carried 5-0

Approved actions follow:

- (A) **APPROVED MINUTES** of previous meeting (October 18, 2011)
(Supporting documents filed with official minutes.)
- (B) **APPROVED PERSONNEL ACTIONS/CONTRACTS**, as presented
(Supporting documents filed with official minutes.)
- (C) **APPROVED SUBMITTED FINANCIAL INFORMATION**, as presented
(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed General Executive Constraints #9, #10.

Chair Worf affirmed that the monitoring report had been read and provided a reasonable interpretation of the policy and evidence of compliance.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Trustees devoted time reviewing Information and Advice #2, #3, #5, and Work Preparedness, one of five objectives linked to the college statement of mission. No changes were recommended.

(Supporting documents filed with official minutes.)

OWNERSHIP LINKAGE:

Trustees acknowledged receipt of letter of congratulations from the National Center for Construction Education and Research. GCCC has been approved for a three-year accreditation period as an MCCER Accredited Training and Education Facility.

Trustee Schwartz expressed his appreciation to GCCC Softball Team for assisting the GCCC Kiwanis Club in placing and picking up flags on Veteran's Day.

Chair Worf shared with Trustees that an owner had expressed appreciation and thanks for GCCC providing an alternative learning opportunity

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:

President Swender distributed copies of the completed edition of GCCC's institutional goals and strategies for the year, including the objectives of:

- Determining enrollment goals and implementing campus-wide strategies
- Increasing GCCC engagement, pride and awareness
- Creating an atmosphere of excellence
- Expanding internal resources

Each of the four goals includes two to five strategies, ranging from developing an enrollment and student retention plan, and evaluating the student advising system, to identifying future educational markets and pursuing local, state and federal funding opportunities.

President Swender also told Trustees that President Mills from Northwest Technical has received permission from his board to seek membership in the Kansas Jayhawk Community College Conference and will also initiate a men's and women's basketball program to begin in 2012-2013. President Mills will be sending a formal letter to the conference president asking to be admitted to the KJCCC for the 2012-2013 school year. KJCCC vote will take place at the March meeting in Wichita.

President Swender also told Trustees that Dodge City, Pratt and Cowley Community Colleges (plaintiffs), have filed in Shawnee County District Court an order asking the Kansas Board of Regents to determine the amount plaintiffs would have received had the board awarded them Other Institutions Aid for Technical Education funding instead of Community College Operating Grant funding in FY 2011.

President Swender handed out to Trustees copies of projections for the year of 2020 by Martha Kanter, U.S. undersecretary of education. Projections focused on access and quality. Trustees can review at their leisure.

Two Plus Two Agreements:

Garden City Community College and Kansas State University signed a series of two-plus-two agreements in a short ceremony Oct. 26 to provide expanded associate and bachelor's degree opportunities for Southwest Kansans. The agreements cover associate-to-bachelor's degree programs in Fire Science and Technology Management; two options in Interdisciplinary Social Science, including family studies and human services; Avionics; and Business Administration and General Business.

Washington, D. C./ Council for Resource Development Presentation:

President Swender shared information on the recent 45th annual conference in Washington DC of the Council for Resource Development, where he attended and served as a presenter. While in D.C. Swender had the opportunity to meet with various legislators from Kansas and others who are supportive of community college education. In addition, Swender met with Department of Labor and Department of Education personnel.

Gift from Mexican Consulate:

Swender told Trustees that the college also recently accepted a \$10,000 gift from the Mexican Consulate of Kansas City, with the funds going for scholarships in a new EduKan pilot program to offer associate degree courses in Spanish.

GCCC Drama:

The GCCC Drama Department opened the year with four productions of Thornton Wilder's "The Seven Deadly Sins" Oct. 20-23, directed by Phil Hoke. The drama was the first presentation ever to include all seven one-act plays in the series.

GCCC's 2011 Exploration Day:

Today from 9 a.m.-1 p.m. approximately 500 students and sponsors from Southwest Kansas high schools attended GCCC's 2011 Exploration Day. Students had the opportunity for hands-on career experiences in 17 fields, including agriculture,

animal science, business, computers, cosmetology, criminal justice, fire science, industrial maintenance, John Deere technology, nursing, emergency medicine, welding, education, history, journalism, psychology and sociology.

The Kansas Governor’s Town Hall Meeting:

GCCC will host the Governor’s Town Hall meeting on Childhood Poverty tomorrow, Thursday, November 17 from 1:30-4:30 p.m. in the main gymnasium of the Dennis Perryman Athletic Complex, as part of a series of sessions across the state entitled “Rising to the Challenge: Reducing Childhood Poverty and Improving Childhood Outcomes in Kansas.” Swender expressed his appreciation to several for getting the facilities ready for this event.

Bronbusters Finished Second at the NJCAA National Meet

The Garden City Community College men's cross country team capped off a very successful season with a second place finish at the NJCAA National Championship Meet in Hobbs, New Mexico. The Busters finished with 113 points. Swender congratulated Coach Dan Delgado and all members of the GCCC Cross Country team.

Access and Opportunity Center:

Swender told Trustees that the remodeling on recently purchased property formerly known as Out West, is progressing and the facility may be ready for use in January.

Administration Remodel:

Phase II of the Administration Building remodeling project is moving along well. The space will provide more of a colligate look and feel.

Trustees also received and accepted Fiscal Operation Report and Application to Participate, Default Study Summary and Academic Quality Improvement Program Action plan update. The action projects include increasing success for incoming students in meeting college-level reading skills, expanding crisis management and improving campus safety and accessibility, and designing and implementing a system for monitoring and improving student satisfaction.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Schwartz told Trustees that Finney County Economic Development Corporation accepted the resignation of Eric Depperschmidt, president, on Friday, November 11. The resignation was effective immediately. Lona Duvall, business retention director, will act as interim president.
- FCEDC will continue to move forward with a private/public funding partnership and revision of by-laws.
- Duvall will continue working with existing contacts.
- Builders Association went before the Garden City Commission on Tuesday, November 15 to offer assistance to the city in addressing the local housing shortage.
- Work continues with Tex-Ok-Kan Manufacturing to meet their needs.
- New growth surveys are coming in, reflecting positive numbers of new jobs. This report should be ready for the December meeting.

Chair Worf drew trustee attention to the following calendar dates:

- | | |
|----------------|---|
| November 30 | Joint Board meeting with Dodge City Community College and Seward County Community Colleges beginning at 6 p.m. in the Endowment Room of the Beth Tedrow Student Center. |
| December 4 & 5 | KACCT/COP meeting at Independence Community College. |
| February 13-16 | Association for Community College Trustees National Legislative Seminar, Washington, D.C., Ron Schwartz and President Swender attending |

EXECUTIVE SESSION:

No executive session held.

Meeting adjourned at 8:05 p.m.

UPCOMING CALENDAR EVENTS:

Nov. 23-24 Thanksgiving Break-NO CLASSES – OFFICES CLOSED
Nov. 30 6:00 p.m. Joint Board meeting, Endowment Room of the Beth Tedrow Student Center
Dec. 8 GCCC Concert Band Performance GCCC Concert Band performance, 7:30 p.m. in the auditorium, Pauline Joyce Fine Arts Building
Dec. 10 Tuba Christmas, public concert at 3 p.m. on Grant Avenue downtown
Dec. 11 Vespers Concert, featuring seasonal selections by the GCCC Concert Choir College Singers and Garden City Civic Choral Union and Symphony, 3 p.m. in the auditorium, Pauline Joyce Fine Arts Building.
Dec. 14 Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 6:00 p.m. Endowment Room
Dec.12-14 Final Exams
Dec. 19-Jan.2 Christmas Holiday – NO CLASSES – OFFICES CLOSED
Jan.2 Offices Open
Jan.9 Faculty Report – In-Service
Jan. 11 Classes Begin
Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 5:45p.m. Endowment Room

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

Terri Worf
Chair of the Board

Agenda No: II-B

Date: December 14, 2011

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

Presenter: Dr. Herbert J. Swender

Background Information:

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

Budget Information:

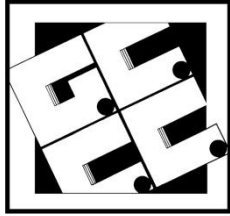
Salaries are commensurate with duties and responsibilities and are included in the annual budget.

Recommended Board Action:

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

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

Board Member Notes:



Garden City COMMUNITY COLLEGE

December 7, 2011

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

New Hire

Merri Conley, CECS Secretary, effective November 28, 2011
Brian Weber, Counselor/SSS Advisor, effective January 2, 2012
Adrian Caro, Admissions Representative, effective January 2, 2012

Separations

Retirement

Transfers/Promotions

Pam Powers, transfer to President's Receptionist, effective November 7, 2011

Vacancies

Industrial Production Instructor
ETS – Educational Advisor
ETS – Part time Secretary
ETS – Director
Assessment Clerk
Human Resources Secretary
Animal Science/Food Safety Instructor
Technical Education Case Manager
Child Care Assistant
Nursing Instructor
Adjunct Fire Science Instructor
ESL/GED Instructors

Diversity Recruitment Opportunity

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

**GARDEN CITY COMMUNITY COLLEGE
PAYMENTS TO OUTREACH COORDINATORS
FALL SEMESTER 2011
Presented to Board of Trustees for Approval 12/14/11**

Location	Coordinator	Total Student Cr. Hr.	Rate of Pay	Salary	Contract Totals
Deerfield	Lisa K. Bowser	24	\$6.04/cr. hr.	\$ 144.96 <u>200.00</u> Base	\$ 344.96
Dighton/ Healy	Debra D. Dowell	69	\$7.22/cr. hr.	\$ 498.18 <u>200.00</u> Base	\$ 698.18
Holcomb	Jennifer L. LaSalle	96	\$6.27/cr. hr.	\$ 601.92 <u>200.00</u> Base	\$ 801.92
Lakin	Praveen K. Vadapally	297	\$6.27/cr. hr.	\$ 1,862.19 <u>200.00</u> Base	\$ 2,062.19
Leoti	Janis M. Kreutzer	54	\$7.11/cr. hr.	\$ 383.94 <u>200.00</u> Base	\$ 583.94
Scott City	Elizabeth L. Hess	179	\$6.04/cr. hr.	\$ 1,081.16 <u>200.00</u> Base	\$ 1,281.16
Syracuse	Jennifer L. Lehman	107	\$5.91/cr. hr.	\$ 632.37 <u>200.00</u> Base	\$ 832.37
Tribune	Angela L. Woelk	156	\$5.91/cr. hr.	\$ 921.96 <u>200.00</u> Base	<u>\$ 1,121.96</u>
TOTAL OUTREACH COORDINATOR PAYMENTS					\$ 7,726.68
11-00-0000-42002-5160					

c: BOT
Swender
Payroll
Brungardt

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS
 (Presented to Board of Trustees for Approval 12/14/11)**

INSTRUCTOR	CLASS	AMOUNT
Kasriel, Matthew	Firefighter I (FIRE-101-01) 2.00 FLC x \$500.00/FLC 12-00-0000-12241-5260 8/17 – 11/19/11	\$ 1,000.00
McClure, Timmey	Handcuffing (CRIM-154-01) 0.50 FLC x \$470.00/FLC 12-00-0000-12240-5260 11/19/11	\$ 235.00
McClure, Timmey	Tactical Baton (CRIM-155-01) 0.50 FLC x \$470.00/FLC 12-00-0000-12240-5260 11/20/11	\$ 235.00
Neff, Martin	Basic Electr Motor Controls (INPR-231-01) 3.00 FLC x \$700.00/FLC 12-00-0000-12271-5260 11/14 – 11/18/11	\$ 2,100.00
Ochs, Edward	Beginning Rappelling (CRIM-150-01) 0.50 FLC x \$500.00/FLC 12-00-0000-12240-5260 10/1 – 10/2/11	\$ 250.00
Ochs, Edward	Intermediate Rappelling (CRIM-151-01) 0.50 FLC x \$500.00/FLC 12-00-0000-12240-5260 11/12 – 11/13/11	\$ 250.00
OUTREACH FACULTY		
Hoover, Kevin	Nursing Home Med. Aide (HELR-1033-LK) 2.40 FLC x \$470.00/FLC 12-00-0000-12203-5220 10/31 – 12/20/11	\$ 1,128.00
Hoover, Kevin	Nursing Home Med. Aide Lab (HELR-103L-LK) 3.70 FLC x \$470.00/FLC 12-00-0000-12203-5220 10/31 – 12/20/11	\$ 1,739.00
TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS		\$ 6,937.00

**GARDEN CITY COMMUNITY COLLEGE
 FACULTY CONTRACTS FOR NON-CREDIT CLASSES**
 (Presented to Board of Trustees for Approval 12/14/11)

INSTRUCTOR	CLASS	AMOUNT
Cannon, John A.	Performance Management (PROF119-05) 4 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 11/3/11	\$ 120.00
Durr, Edward	Command English for Royal Farms Dairy (CONT956-01) 20 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 11/7 - 12/12/11	\$ 600.00
TOTAL NON-CREDIT FACULTY CONTRACTS		\$ 720.00
14-00-8004-31000-5270	\$ 720.00 (Business & Industry)	

**GARDEN CITY COMMUNITY COLLEGE
SERVICE CONTRACTS
FOR ADJUNCT FACULTY**
(Presented to Board of Trustees for Approval 12/14/11)

INSTRUCTOR	CLASS	AMOUN
Cline, Cora L. (We Care Online, LLC)	Home Health Aide – online (HELR-107-51) 1.96 FLC x \$470.00/FLC (Online class Ext. amt: 0.136 x \$470 x 2 cr. Hr = \$127.84) 12-00-0000-12203-6605 11/14 – 11/28/11	\$ 1,049.04
Cline, Cora L. (We Care Online, LLC)	Para Health Team Refr Course – online (HELR-110-50) 1.00 FLC x \$470.00/FLC (Online class Ext. amt: 0.136 x \$470 x 1 cr. Hr = \$63.92) 12-00-0000-12203-6605 11/7 – 11/14/11	\$ 533.92
Fischer, Melanie (We Care Online, LLC)	Certified Nurse Aide – online (HELR-1025-32) 2.67 FLC x \$470.00/FLC (Online class Ext. amt: 0.136 x \$470 x 3 cr. Hr = \$191.76) 12-00-0000-12203-6605 11/14 – 12/12/11	\$ 1,446.66
TOTAL ADJUNCT SERVICE CONTRACTS		\$ 3,029.62

**GARDEN CITY COMMUNITY COLLEGE
SERVICE CONTRACTS
FOR OUTREACH FACULTY**
(Presented to Board of Trustees for Approval 12/14/11)

INSTRUCTOR	CLASS	AMOUN
<u>DEERFIELD – USD 216</u>		
Bowser, Michael	English I (ENGL-101-DE) \$375.00 (USD Rate) x 3.75 FLC (8 students) 11-00-0000-11021-6610 8/11 – 12/15/11	\$ 1,406.25
<u>DIGHTON – USD 482</u>		
Shearer Morse, Ashley	English I (ENGL-101-DI) \$375.00 (USD Rate) x 3.75 FLC (10 students) 11-00-0000-11021-6610 8/22 – 12/9/11	\$ 1,406.25
<u>GARDEN CITY – USD 457</u>		
Ackerman, Linda	Intro to Comp. Conc. & Appl. (CSCI-1103-GC) \$375.00 (USD Rate) x 3.00 FLC (22 students) 12-00-0000-12012-6610 8/17 – 12/21/11	\$ 1,125.00
Ackerman, Linda	Intro to Comp. Conc. & Appl. (CSCI-1103-GH) \$375.00 (USD Rate) x 3.00 FLC (24 students) 12-00-0000-12012-6610 8/17 – 12/21/11	\$ 1,125.00
Anderson, Amy	Intro to Comp. Conc. & Appl. (CSCI-1103-GD) \$375.00 (USD Rate) x 3.00 FLC (22 students) 12-00-0000-12012-6610 8/17 – 12/21/11	\$ 1,125.00
<u>HEALY – USD 468</u>		
Ostmeyer, Annette	English I (ENGL-101-HE) Pro-rated: 3/8 x \$375.00 (USD Rate) x 3.75 FLC (3 students) 11-00-0000-11021-6610 8/16 – 12/9/11	\$ 527.34
<u>HOLCOMB – USD 363</u>		
Kelly, Cindy	English I (ENGL-101-HO) \$375.00 (USD Rate) x 3.75 FLC (13 students) 11-00-0000-11021-6610 8/19 – 12/16/11	\$ 1,406.25
Kelly, Cindy	Introduction to Literature I (LITR-210-HO) Pro-rated: 2/8 x \$375.00 (USD Rate) x 3.00 FLC (2 students) 11-00-0000-11021-6610 8/19 – 12/16/11	\$ 281.25
<u>LAKIN – USD 215</u>		
White, Blain	American Government (POLS-105-LK) \$375.00 (USD Rate) x 3.00 FLC (9 students) 11-00-0000-11060-6610 8/17 – 12/16/11	\$ 1,125.00
<u>LEOTI – USD 467</u>		
Brown, H. Joy	English I (ENGL-101-LE) \$375.00 (USD Rate) x 3.75 FLC (10 students) 11-00-0000-11021-6610 8/16 – 12/16/11	\$ 1,406.25

Conard, Julie	Public Speaking (SPCH-111-LE) \$375.00 (USD Rate) x 3.00 FLC (8 students) 11-00-0000-11022-6610 8/16 – 12/16/11	\$ 1,125.00
 <u>SCOTT CITY – USD 466</u>		
Kucharik, Steve	English I (ENGL-101-SC/SO) \$375.00 (USD Rate) x 3.75 FLC (20 students) Ext. amt - \$400.00 Fiber Optic Course for Spearville & Ingalls 11-00-0000-11021-6610 8/17 – 12/15/11	\$ 1,806.25
 <u>SYRACUSE – USD 494</u>		
Brown, Richard	College Algebra (MATH-108-SY) Pro-rated: 4/8 x \$375.00 (USD Rate) x 3.00 FLC (4 students) 11-00-0000-11050-6610 8/15 – 12/20/11	\$ 562.50
Stucky, Tina	English I (ENGL-101-SY) \$375.00 (USD Rate) x 3.75 FLC (12 students) 11-00-0000-11021-6610 8/15 – 12/20/11	\$ 1,406.25
 <u>TRIBUNE – USD 200</u>		
Sill, Phillip	American Government (POLS-105-TR) \$375.00 (USD Rate) x 3.00 FLC (8 students) 11-00-0000-11060-6610 8/22 – 12/21/11	\$ 1,125.00
Sill, Phillip	American History to 1865 (HIST-103-TR) \$375.00 (USD Rate) x 3.00 FLC (10 students) 11-00-0000-11020-6610 8/22 – 12/21/11	\$ 1,125.00
 TOTAL OUTREACH SERVICE CONTRACTS		 \$ 18,083.59

**GARDEN CITY COMMUNITY COLLEGE
 PAYMENTS TO OUTREACH CENTERS
 FOR FACILITY USAGE
 FALL 2011**

(Presented to Board of Trustees for Approval 12/14/11)

Location	Total Student Cr. Hr.	Rate of Pay	Total
<u>GARDEN CITY - USD 457</u>			
Health & Movement Educ. Methods (EDUC-203-90)			
8 students			
	<u>24</u>	<u>\$5.00</u>	<u>\$ 120.00</u>
TOTALS	24		\$ 120.00

11-00-0000-42002-6620

Agenda No: II-C

Date: December 14, 2011

Topic: Financial Information

Presenter: Dr. Herbert J. Swender

Background Information:

Presentation of monthly financial documents:

Checks over \$20,000

Revenues

Expenses

Cash in Bank

Budget Information:

Financial information represents monthly expenditures over \$20,000 and revenues, expenses and cash deposits.

Recommended Board Action:

Accept and approve financial information as presented.

Board Action Taken: **Approved** **Disapproved**

Ayes **Nays** **No Action**

Board Member Notes:

CHECKS PROCESSED IN EXCESS OF \$20,000 DECEMBER 2011

Purchases over \$20,000 requiring bid sheet:

No purchases to report this month

Payments over \$20,000 not requiring bid sheets:

- Check #212065 to Ramona Munsell & Associates for \$27,282.00 for the fifth and final annual payment for professional services on the Title V grant.
- Check #212117 to Blue Cross and Blue Shield of Kansas for \$99,667.81 for December health insurance premiums.
- Check #211817 to EduKan for \$40,975.00 for Fall2011 Session 2 tuition and on-line course fees.
- Check #211824 to Great Western Dining for \$94,477.90 for various invoices.
- Check #211840 to Perceptive Software Inc., for \$26,584.00 for Image Now software maintenance renewal. The Board approved this purchase at the October 2011 board meeting.
- Check #211926 to City of Garden City for \$48,874.90 for utilities.
- Check #211929 to Commerce Bank for \$45,540.90 for various purchase card purchases.
- Check #211934 to Fleet Services for \$20,459.80 for monthly fuel purchases.

Fiscal Year: 2012

BUDGET.OFFICER: Unassigned

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
11-00-0000-00000-4001 TUITION IN STATE :	0.00	5,742.65-	752,851.65-	1,724,000.00-	971,148.35-	56.33
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	23,880.00-	114,380.00-	425,000.00-	310,620.00-	73.09
11-00-0000-00000-4003 AUTOMATION ELECT C	0.00	6,116.00-	10,730.00-	0.00	10,730.00	0.00
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	7,215.00-	154,700.00-	465,000.00-	310,300.00-	66.73
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	220.00-	25,560.00-	59,100.00-	33,540.00-	56.75
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	4.25-	27,697.25-	70,000.00-	42,302.75-	60.43
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	2,168.26-	158,213.26-	353,000.00-	194,786.74-	55.18
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	2.25-	14,681.25-	32,000.00-	17,318.75-	54.12
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	333.40-	232.11-	45,000.00	45,232.11	100.52
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	201.00-	9,112.00-	0.00	9,112.00	0.00
11-00-0000-00000-4102 PRIVATE GIFTS/GRAN	0.00	0.00	0.00	25,000.00-	25,000.00-	100.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	650.00-	6,665.00-	10,000.00-	3,335.00-	33.35
11-00-0000-00000-4512 VENDING MACHINES :	0.00	1,146.78-	3,946.53-	12,000.00-	8,053.47-	67.11
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	936,830.50-	1,872,448.00-	935,617.50-	49.97
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	3,971.52-	7,225,715.00-	7,221,743.48-	99.95
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	338,166.28-	643,541.00-	305,374.72-	47.45
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	4,840.84-	9,700.00-	4,859.16-	50.09
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	71,832.17-	225,000.00-	153,167.83-	68.07
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	104,101.00-	104,101.00-	100.00
11-00-0000-00000-4809 Rental Excise Tax	0.00	0.00	4,670.63-	0.00	4,670.63	0.00
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	569.61-	19,715.00-	19,145.39-	97.11
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	124,084.00-	150,000.00-	25,916.00-	17.28
11-00-0000-00000-4902 INTEREST INCOME :	0.00	7,209.47-	2,212.43-	100,000.00-	97,787.57-	97.79
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	1,080.99-	50,314.52-	95,000.00-	44,685.48-	47.04
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	669.14-	5,537.18-	65,000.00-	59,462.82-	91.48
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	970.00-	6,212.16-	16,000.00-	9,787.84-	61.17
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	270,000.00-	270,000.00-	100.00
=====						
Totals for FUND: 11 - GENERAL	0.00	57,609.19-	2,828,010.89-	13,926,320.00-	11,098,309.11-	79.69
=====						
12-00-0000-00000-4003 AUTOMATION ELECT C	0.00	0.00	0.00	20,000.00-	20,000.00-	100.00
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	510.00	45,423.00-	100,900.00-	55,477.00-	54.98
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	328,437.00-	656,839.00-	328,402.00-	50.00
12-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	0.00	1,524,285.00-	1,524,285.00-	100.00
=====						
Totals for FUND: 12 - PTE FUND	0.00	510.00	373,860.00-	2,302,024.00-	1,928,164.00-	83.76
=====						
61-00-0000-00000-4103 TAX CREDIT DONATIO	0.00	0.00	1,500.00-	208,233.00-	206,733.00-	99.28
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	223.85-	486,809.00-	486,585.15-	99.95
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	18,782.07-	35,752.00-	16,969.93-	47.47
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	268.89-	539.00-	270.11-	50.11
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	3,993.37-	10,515.00-	6,521.63-	62.02
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	1,215.00-	5,783.00-	4,568.00-	78.99
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	290.18-	1,095.00-	804.82-	73.50
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	5,779.76-	7,400.00-	1,620.24-	21.90
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	32,053.12-	756,126.00-	724,072.88-	95.76
=====						
Totals for BUDGET.OFFICER: Unassigned	0.00	57,099.19-	3,233,924.01-	16,984,470.00-	13,750,545.99-	80.96

Fiscal Year: 2012

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	0.00	0.00	6,561.59	6,561.59	100.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	4,107.99	16,431.61	93,524.00	77,092.39	82.43
DEPARTMENT: 11020 - HUMANITIES	89.39	1,236.65	2,693.11	31,536.00	28,753.50	91.18
DEPARTMENT: 11021 - ENGLISH	1,406.25	31,148.91	114,712.82	364,214.00	248,094.93	68.12
DEPARTMENT: 11022 - SPEECH	0.00	5,454.85	19,754.15	73,604.00	53,849.85	73.16
DEPARTMENT: 11023 - PHILOSOPHY	0.00	538.25	1,076.50	0.00	1,076.50	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	293.30	1,173.19	2,892.00	1,718.81	59.43
DEPARTMENT: 11025 - JOURNALISM	0.00	4,509.93	19,241.20	61,543.00	42,301.80	68.74
DEPARTMENT: 11026 - BROADCASTING	0.00	478.67	1,101.55	9,854.00	8,752.45	88.82
DEPARTMENT: 11030 - ART	897.05	11,189.46	55,028.80	143,255.00	87,329.15	60.96
DEPARTMENT: 11031 - DRAMA	710.32	6,555.44	29,465.57	71,772.00	41,596.11	57.96
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	7,629.80	32,208.71	77,494.00	45,285.29	58.44
DEPARTMENT: 11033 - INST MUSIC	0.00	14,857.92	47,061.57	146,962.00	99,900.43	67.98
DEPARTMENT: 11040 - SCIENCE	230.78	43,051.13	159,793.97	477,867.41	317,842.66	66.51
DEPARTMENT: 11050 - MATH	0.00	34,113.34	120,816.25	364,473.00	243,656.75	66.85
DEPARTMENT: 11060 - SOCIAL SCIENCE	90.63	44,336.03	157,554.43	518,252.00	360,606.94	69.58
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	16,536.75	67,927.76	159,128.00	91,200.24	57.31
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	9,081.39	36,530.19	101,922.00	65,391.81	64.16
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	1,106.61	2,994.06	700.00	2,294.06	327.71
DEPARTMENT: 11081 - READING	0.00	4,891.05	19,594.64	56,654.00	37,059.36	65.41
DEPARTMENT: 11082 - ESL	0.00	5,736.44	22,235.49	68,871.00	46,635.51	67.71
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	9,015.79	17,963.31	20,905.00	2,941.69	14.07
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	2,800.00	5,000.00	2,200.00	44.00
DEPARTMENT: 11095 - FORENSICS COMPETIT	0.00	0.00	0.00	11,270.00	11,270.00	100.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	68,251.18	26,621.66	186,819.21	353,000.00	97,929.61	27.74
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	810.00	0.00	810.00	0.00
DEPARTMENT: 12014 - FINNUP LAB	0.00	5,593.61	22,392.88	79,322.00	56,929.12	71.77
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12200 - ADN PROGRAM	0.00	37.09	22.35	0.00	22.35	0.00
DEPARTMENT: 12201 - LPN PROGRAM	0.00	0.00	743.05	0.00	743.05	0.00
DEPARTMENT: 12202 - EMT	0.00	0.00	1,147.53	0.00	1,147.53	0.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	6,003.66	0.00	6,003.66	0.00
DEPARTMENT: 12210 - AGRICULTURE	0.00	0.00	2,116.94	0.00	2,116.94	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	3,300.00	0.00	3,300.00	0.00
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	0.00	6.66	0.00	6.66	0.00
DEPARTMENT: 12240 - CRIMINAL JUSTICE	4,653.50	0.00	6,787.66	0.00	2,134.16	0.00
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	0.00	40.00	0.00	40.00	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.01	0.00	538.26	1,887.00	1,348.75	71.48
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	6,026.02	23,307.42	117,086.51	399,353.00	276,240.47	69.17
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	2,473.71	0.00	2,473.71	0.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	2,099.98	0.00	2,099.98	0.00
DEPARTMENT: 12273 - WELDING	0.00	0.00	1.68	0.00	1.68	0.00
DEPARTMENT: 21100 - GRANT MANAGMENT &	0.00	13,839.98	40,543.24	140,128.42	99,585.18	71.07
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	8,235.00	8,235.00	100.00
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	4,971.26	24,859.58	59,934.00	35,074.42	58.52
DEPARTMENT: 41000 - LIBRARY	1,412.84	13,972.83	62,641.53	179,302.00	115,247.63	64.28
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	7,848.62	29,746.81	94,907.00	65,160.19	68.66
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	3,044.13	10,348.29	40,812.00	30,463.71	74.64
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	28,485.17	95,519.52	268,573.00	173,053.48	64.43
DEPARTMENT: 42002 - OUTREACH	0.00	1,652.02	27,810.95	82,707.00	54,896.05	66.37
DEPARTMENT: 42003 - FACULTY SENATE	1,021.60	4,176.31	9,377.62	29,455.00	19,055.78	64.69

DEPARTMENT: 42005 - DEAN OF TECHNICAL	419.85	21,519.08	71,718.58	200,673.00	128,534.57	64.05
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	7,592.95	47,336.13	126,629.00	79,292.87	62.62
DEPARTMENT: 43000 - TRANSITION	0.00	3,276.79	16,387.23	39,615.00	23,227.77	58.63
DEPARTMENT: 50000 - DEAN OF STUDENT SE	31.73	11,546.88	58,379.77	153,646.00	95,234.50	61.98
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	0.00	28,395.00	28,395.00	100.00
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	0.00	11,907.00	11,907.00	100.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	9,929.68	56,666.78	147,953.00	91,286.22	61.70
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	1,261.88	12,008.00	50,279.00	38,271.00	76.12
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	25,289.37	107,893.70	278,604.00	170,710.30	61.27
DEPARTMENT: 50030 - ADMISSIONS	266.88	12,546.81	74,575.17	200,191.00	125,348.95	62.61
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	10,613.81	54,667.34	140,842.00	86,174.66	61.19
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	3,517.37	16,943.16	50,780.00	33,836.84	66.63
DEPARTMENT: 50100 - DEAN OF IE/ES	24.99	321.22	28,767.81	28,471.58	321.22-	1.12-
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	567.46	17,492.68	227,334.75	384,175.01	156,272.80	40.68
DEPARTMENT: 55001 - MEN'S BASKETBALL	1,450.00	11,812.21	59,378.79	118,490.00	57,661.21	48.66
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	256.74	9,358.18	57,274.43	106,231.40	48,700.23	45.84
DEPARTMENT: 55003 - MEN'S TRACK	0.00	3,732.77	17,112.72	41,942.80	24,830.08	59.20
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	3,680.02	17,383.95	40,677.80	23,293.85	57.26
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,515.27	4,065.50	23,998.30	60,597.00	35,083.43	57.90
DEPARTMENT: 55006 - FOOTBALL	134.50	21,749.86	143,896.56	294,356.90	150,325.84	51.07
DEPARTMENT: 55007 - BASEBALL	2,256.80	10,182.25	42,905.35	107,971.00	62,808.85	58.17
DEPARTMENT: 55008 - VOLLEYBALL	0.00	3,409.36	26,446.01	54,244.23	27,798.22	51.25
DEPARTMENT: 55009 - WOMEN'S SOCCER	287.50	4,164.40	28,002.56	50,784.98	22,494.92	44.29
DEPARTMENT: 55012 - CHEERLEADING	0.00	1,249.97	10,877.29	18,910.64	8,033.35	42.48
DEPARTMENT: 55014 - RODEO TEAM	432.40	8,402.12	62,235.46	117,710.00	55,042.14	46.76
DEPARTMENT: 55015 - MEN'S GOLF	0.00	1,654.65	23,824.10	39,500.00	16,275.90	40.45
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	7,426.83	55,214.57	124,820.24	69,605.67	55.76
DEPARTMENT: 61000 - PRESIDENT	2,219.29	53,206.63	152,084.50	400,138.00	245,834.21	61.44
DEPARTMENT: 61001 - BOARD OF TRUSTEES	149.20	5,994.83	11,230.54	24,840.00	13,460.26	54.19
DEPARTMENT: 61005 - ATTORNEY	0.00	588.00	7,242.50	20,250.00	13,007.50	64.23
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	1,658.55	45,099.70	272,485.05	1,272,841.00	998,697.40	78.46
DEPARTMENT: 62010 - HUMAN RESOURCES	967.12	8,725.43	42,494.61	178,456.00	134,994.27	75.65
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	3,447.85	22,846.02	61,725.00	38,878.98	62.99
DEPARTMENT: 62012 - LEADERSHIP DEVELOP	0.00	16.00	16.00	1,935.00	1,919.00	99.17
DEPARTMENT: 62050 - ONE-TIME PURCHASES	24,289.25	28,435.55	287,706.00	270,000.00	41,995.25-	15.54-
DEPARTMENT: 63000 - INFORMATION SERVIC	10,075.02	12,518.08	100,018.31	223,277.00	113,183.67	50.69
DEPARTMENT: 64000 - INFORMATION TECHNO	74,711.76	52,254.30	296,734.87	621,875.00	250,428.37	40.27
DEPARTMENT: 65000 - CENTRAL SERVICES	1,485.14	17,569.15	59,922.70	143,830.00	82,422.16	57.31
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	0.00	12,577.06	48,907.87	111,877.00	62,969.13	56.28
DEPARTMENT: 71000 - BUILDINGS	36,532.15	21,778.21	106,443.52	327,371.00	184,395.33	56.33
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	80.00	1,690.00	1,610.00	95.27
DEPARTMENT: 72000 - CUSTODIAL SERVICES	4,074.28	35,207.16	177,557.25	526,381.00	344,749.47	65.49
DEPARTMENT: 73000 - GROUNDS	14,327.66	15,003.39	64,028.35	145,750.00	67,393.99	46.24
DEPARTMENT: 73001 - ATHLETIC FIELDS	28,183.17	802.13	25,972.65	87,345.00	33,189.18	38.00
DEPARTMENT: 74000 - VEHICLES	5,685.35	28,463.63	104,871.25	323,344.00	212,787.40	65.81
DEPARTMENT: 75000 - CAMPUS SECURITY	1,154.95	15,110.35	70,754.03	190,848.00	118,939.02	62.32
DEPARTMENT: 76000 - INSURANCE	269.00	8,917.10	120,884.46	292,820.00	171,666.54	58.63
DEPARTMENT: 77000 - UTILITIES	21,596.07-	44,269.45	177,119.72	663,300.00	507,776.35	76.55
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	0.00	1,814.45-	62,000.00	63,814.45	102.93
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	45.00-	1,620.00	9,020.00	7,400.00	82.04
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	0.00	9,836.00	33,087.00	23,251.00	70.27
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	3,692.00	3,000.00	692.00-	23.06-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	575.00	75,802.00	156,575.00	80,773.00	51.59
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	27,695.00	49,938.00	22,243.00	44.54
DEPARTMENT: 94000 - STUDENT CENTER	4,177.96	2,199.12	17,882.07	53,924.00	31,863.97	59.09
DEPARTMENT: 98001 - CHILD CARE	0.00	3,533.46	17,670.58	43,616.00	25,945.42	59.49

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FUND: 11 - GENERAL

280,797.45 1,021,463.02 5,199,959.99 13,926,320.00 8,445,562.56 60.64

Fiscal Year: 2012

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	3,732.77	13,619.48	81,049.00	67,429.52	83.20
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	6,238.71	26,889.81	83,171.00	56,281.19	67.67
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	12,648.59	28,810.36	57,711.00	28,900.64	50.08
DEPARTMENT: 12200 - ADN PROGRAM	1,306.75	28,849.03	121,162.76	437,592.00	315,122.49	72.01
DEPARTMENT: 12201 - LPN PROGRAM	285.22	10,120.59	58,423.94	169,560.00	110,850.84	65.38
DEPARTMENT: 12202 - EMT	212.62	10,015.30	52,056.40	176,433.00	124,163.98	70.37
DEPARTMENT: 12203 - ALLIED HEALTH	1,389.94	22,166.57	91,132.39	215,218.00	122,695.67	57.01
DEPARTMENT: 12210 - AGRICULTURE	0.00	5,208.90	18,202.61	53,603.00	35,400.39	66.04
DEPARTMENT: 12211 - ANIMAL SCIENCE	17.23	8,499.23	39,980.61	98,617.00	58,619.16	59.44
DEPARTMENT: 12220 - JOHN DEERE AG TECH	813.69	15,796.56	73,543.71	189,534.00	115,176.60	60.77
DEPARTMENT: 12230 - AUTO MECHANICS	513.20	6,299.72	20,887.10	59,999.00	38,598.70	64.33
DEPARTMENT: 12240 - CRIMINAL JUSTICE	491.54	18,850.74	60,239.09	197,916.00	137,185.37	69.31
DEPARTMENT: 12241 - FIRE SCIENCE	393.95	5,775.10	23,080.20	72,715.00	49,240.85	67.72
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,334.59	41,340.89	123,797.00	82,456.11	66.61
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	7,951.00	7,951.00	100.00
DEPARTMENT: 12271 - AUTOMATION ELECTRI	1,287.60	0.00	5,841.94	7,600.00	470.46	6.19
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	1,728.10	5,998.94	26,718.97	88,653.00	60,205.93	67.91
DEPARTMENT: 12273 - WELDING	1,251.10	13,695.75	61,832.03	158,430.00	95,346.87	60.18
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	22,475.00	22,475.00	100.00
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FUND: 12 - PTE FUND	9,690.94	184,231.09	763,762.29	2,302,024.00	1,528,570.77	66.40

Fiscal Year: 2012

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	8,998.79	1,784.98	31,799.53	130,120.90	89,322.58	68.65
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	360.00	2,275.00	1,915.00	84.18
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	243.80	1,552.72	20,000.00	18,447.28	92.24
DEPARTMENT: 55012 - CHEERLEADING	535.50	127.40	949.52	4,000.00	2,514.98	62.87
DEPARTMENT: 55008 - VOLLEYBALL	0.00	184.80	274.80	5,000.00	4,725.20	94.50
DEPARTMENT: 11010 - BUSINNESS & ECONOMI	0.00	0.00	0.00	5,350.00	5,350.00	100.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	968.00	3,998.70	5,674.74	10,000.00	3,357.26	33.57
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.01	1,539.91	5,896.38	30,910.50	25,014.11	80.92
DEPARTMENT: 55007 - BASEBALL	1,932.50	220.50	330.56	20,000.00	17,736.94	88.68
DEPARTMENT: 11031 - DRAMA	0.00	319.99	319.99	3,864.47	3,544.48	91.72
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,167.25	3,502.15	40,000.00	36,497.85	91.24
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	3,000.00	3,000.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	3,000.00	3,000.00	100.00
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FUND: 14 - ADULT SUPPLEMENTARY ED	12,434.80	9,587.33	50,660.39	277,520.87	214,425.68	77.26

Fiscal Year: 2012

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	326.40	3,274.37	9,000.00	5,725.63	63.62
DEPARTMENT: 94000 - STUDENT CENTER	4,460.08	4,904.25	56,333.44	280,100.00	219,306.48	78.30
DEPARTMENT: 95000 - STUDENT HOUSING	19,128.02	127,128.19	406,138.99	1,428,960.00	1,003,692.99	70.24
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	0.00	48,000.00	48,000.00	100.00
DEPARTMENT: 98000 - COSMETOLOGY	2,103.11	0.00	42,951.75	138,955.00	93,900.14	67.58
DEPARTMENT: 98001 - CHILD CARE	0.00	2,111.41	7,246.82	32,000.00	24,753.18	77.35
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FUND: 16 - AUXILIARY ENTITIES	25,691.21	134,470.25	515,945.37	1,937,015.00	1,395,378.42	72.04

Fiscal Year: 2012

FUND: 21 - FEDERAL STUDENT AID

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	187,389.54	2,085,243.84	0.00	2,085,243.84-	0.00
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FUND: 21 - FEDERAL STUDENT AID	0.00	187,389.54	2,085,243.84	0.00	2,085,243.84-	0.00

Fiscal Year: 2012

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	271.00	0.00	0.00	300.00	29.00	9.67
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	17,133.67	40,053.35	83,053.29	42,999.94	51.77
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	3,469.22	13,144.26	50,211.51	37,067.25	73.82
DEPARTMENT: 45011 - SCIENCE LAB ACTIVI	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	41,233.28	30,412.69	10,820.59-	35.57-
DEPARTMENT: 50000 - DEAN OF STUDENT SE	2,434.94	6,217.58	168,452.29	248,364.73	77,477.50	31.20
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	1,720.21	29,205.46	226,409.42	197,203.96	87.10
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	285,000.00	270,000.00	15,000.00-	5.55-
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	9,578.17	15,229.41	5,651.24	37.11
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	51,994.02	63,787.00	11,792.98	18.49
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	10,483.95	11,131.35	647.40	5.82
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	210.03-	0.00	210.03	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	717.64	41,639.38	79,339.64	37,700.26	47.52
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	75,987.00	75,987.00	100.00
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	28,935.00-	28,935.00-	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,001.35	17,564.13	53,641.46	304,217.00	249,574.19	82.04
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	11,907.00-	11,907.00-	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,181.51	9,436.18	21,371.03	250,041.00	227,488.46	90.98

DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	8,182.29	16,823.49	282,874.00	266,050.51	94.05
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	291,500.00	291,500.00	100.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,457.58	10,766.56	38,992.00	28,225.44	72.39
DEPARTMENT: 31000 - COMMUNITY SERVICE	255.30	12,770.52	30,047.22	163,473.00	133,170.48	81.46
DEPARTMENT: 11040 - SCIENCE	0.00	2,600.74	2,600.74	37,315.00	34,714.26	93.03
DEPARTMENT: 31000 - COMMUNITY SERVICE	129.27	1,765.80	9,021.81	51,150.00	41,998.92	82.11
DEPARTMENT: 42005 - DEAN OF TECHNICAL	21,966.76	8,339.70	47,488.33	101,077.00	31,621.91	31.28
DEPARTMENT: 42000 - DEAN OF LEARNING S	2,595.25	11,398.24	19,789.12	166,309.00	143,924.63	86.54
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	11,631.64	44,222.61	125,737.81	81,515.20	64.83
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	0.00	0.00	3,086.00	3,086.00	0.00	0.00

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FUND: 22 - RESTRICTED GRANTS	29,835.38	115,405.14	949,432.50	2,967,836.65	1,988,568.77	67.00
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Fiscal Year: 2012

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	213.37	1,233.49	7,970.00	6,736.51	84.52
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	0.00	495.00	495.00	990.00	200.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	5,286.80	5,286.80	100.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	4,275.06	0.00	0.00	4,300.00	24.94	0.58
DEPARTMENT: 63000 - INFORMATION SERVIC	0.00	0.00	0.00	1,000.00	1,000.00	100.00

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FUND: 23 - OTHER RESTRICTED FUNDS	4,275.06	213.37	738.49	19,051.80	14,038.25	73.68
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Fiscal Year: 2012

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	5,156.00	5,156.00	100.00
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	537.95	4,749.56	5,156.00	406.44	7.88
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	408.53	28,117.32	61,499.18	33,381.86	54.28
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	1,871.87	1,980.68	108.81	5.49
DEPARTMENT: 13301 - ADULT ED - INSTRUC	1,331.00	20,106.22	107,472.85	239,834.83	131,030.98	54.63
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	60.23	234.12	6,000.00	6,234.12	103.90
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	3,763.04	17,380.58	42,239.89	24,859.31	58.85
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	350.00	350.00	2,458.41	2,108.41	85.76
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	12,261.00	37,047.26	207,683.00	170,635.74	82.16
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	32,500.00	32,500.00	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	612.00	18,035.40	59,140.89	274,708.00	214,955.11	78.25
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	855.45	7,146.00	8,555.55	1,409.55	16.48

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FUND: 24 - ADULT EDUCATION	1,943.00	56,377.82	263,042.21	812,459.54	547,474.33	67.38
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Fiscal Year: 2012

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	631.97	0.00	16,998.83	756,126.00	738,495.20	97.67
=====						
FUND: 61 - CAPITAL OUTLAY	631.97	0.00	16,998.83	756,126.00	738,495.20	97.67

Fiscal Year: 2012

FUND: 62 - FIXED ASSETS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 00000 - GENERAL	0.00	0.00	1,641,366.66	0.00	1,641,366.66-	0.00
=====						
FUND: 62 - FIXED ASSETS	0.00	0.00	1,641,366.66	0.00	1,641,366.66-	0.00

Fiscal Year: 2012

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	38,012.50-	0.00	38,012.50	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	35,786.19	0.00	35,786.19-	0.00
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	0.00	0.00	0.06	0.00	0.06-	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	272,673.42	273,718.42	0.00	273,718.42-	0.00
=====						
FUND: 63 - DEBT RETIREMENT FUND	0.00	272,673.42	271,492.17	0.00	271,492.17-	0.00

Fiscal Year: 2012

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	16,719.28	6,971.21	120,523.29	312,775.66	175,533.09	56.12
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,445.82	7,230.08	0.00	7,230.08-	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	818.69	3,052.74	5,360.38	43,300.00	37,120.93	85.73
DEPARTMENT: 99002 - STUDENT MAGAZINE	90.25	1,514.96	700.64	24,450.00	23,659.11	96.77
DEPARTMENT: 50000 - DEAN OF STUDENT SE	42.70	400.78	2,862.96	12,490.60	9,584.94	76.74
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	17,670.92	13,385.51	136,677.35	393,016.26	238,667.99	60.73

Fiscal Year: 2012

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	10,950.00	0.00	10,950.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	7,050.00	0.00	7,050.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	7,095.00	0.00	7,095.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	5,055.00	0.00	5,055.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	7,050.00	0.00	7,050.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	32,670.00	0.00	32,670.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	7,800.00	0.00	7,800.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	4,335.00	0.00	4,335.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	10,890.00	0.00	10,890.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	90.00-	9,840.00	0.00	9,840.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	10,785.00	0.00	10,785.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	10,770.00	0.00	10,770.00-	0.00
DEPARTMENT: 55020 - ---	0.00	90.00-	3,930.00	0.00	3,930.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	4,060.00	0.00	4,060.00-	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	975.00	0.00	975.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	5,770.00	0.00	5,770.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	7,795.00	0.00	7,795.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	10,660.00	0.00	10,660.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	5,985.00	0.00	5,985.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	12,205.00	0.00	12,205.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	180.00-	175,670.00	0.00	175,670.00-	0.00

Fiscal Year: 2012

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	67,496.80	207,884.29	429,464.00	221,579.71	51.59
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	67,496.80	207,884.29	429,464.00	221,579.71	51.59

Fiscal Year: 2012

FUND: 89 - OTHER

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	0.00	112,800.00-	0.00	112,800.00	0.00
DEPARTMENT: 00000 - GENERAL	0.00	11,384.87	55,565.47	0.00	55,565.47-	0.00
=====						
FUND: 89 - OTHER	0.00	11,384.87	57,234.53-	0.00	57,234.53	0.00

Garden City Community College
11/30/2011

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 295,339.00	0.0000%
State Municipal Invest. Pool	\$ 46,401.98	0.0100%
Commerce Bank - Money Market	\$ 2,007,792.43	0.2500%
Landmark National Bank	\$ 121,903.04	0.0700%
	<u>\$ 2,471,436.45</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
First National Bank of Holcomb	CD	\$ 1,000,000.00	0.6900%	11/7/2011	11/7/2012
First National Bank of GC	CD	\$ 2,000,000.00	0.4100%	6/16/2011	12/15/2011
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	5/3/2012
		<u>\$ 6,000,000.00</u>			
 Total		<u><u>\$ 8,471,436.45</u></u>			

Agenda No: II-D-1

Date: December 14, 2011

Topic: Approval of Memorandum of Understanding

Presenter: Dr. Herbert J. Swender

Background Information:

The college is eligible to apply for a Title V grant in 2012. The grant is a highly competitive national grant. As in the past, the college is requesting to work with a consultant to develop the grant objectives.

In the past, the college has contracted to pay the consultant only if the grant is awarded. Once the grant is awarded, the consultant receives 5% of the total grant award payable in annual installments over the life of the grant. The consultant fee for the previous Title V grant was \$136,000. For a one-time fee of \$25,000 Hartsook Companies, Inc., will assist with the development and writing of the Title V grant.

Budget Information:

\$25,000 from the general fund budget for professional services.

Recommended Board Action:

Approve the Memorandum of Understanding with Hartsook Companies, Inc. for \$25,000.

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

Board Member Notes:

MEMORANDUM OF UNDERSTANDING

**HARTSOOK COMPANIES, INC.
AND
GARDEN CITY COMMUNITY COLLEGE**

November 17, 2011

HARTSOOK

www.hartsookcompanies.com
866.630.8500

Town Pavilion | 1100 Walnut Street, Suite 2935 | Kansas City, Missouri 64106

Send Correspondence to: PO 410046 | Kansas City, Missouri 64141

P: 866 630 8500 | *F:* 866 630 8595 | info@hartsookcompanies.com | www.hartsookcompanies.com

The following Memorandum of Understanding (MOU) between **Hartsook Companies, Inc. and Garden City Community College** confirms an agreement wherein Garden City Community College (GCCC) contracts with Hartsook for grant writing and technical assistance services pursuant to preparation of the Title V, Hispanic Serving Institutions (Title V) grant application to the United States Department of Education in 2011 or 2012 dependent upon the federal deadline yet to be announced.

SCOPE OF SERVICES

Hartsook will assign Dr. Penny Coggins, Ph.D. as Project Lead. **This MOU does not reflect an employment relationship between GCCC and Hartsook or Dr. Coggins.** The MOU reflects only a consultant relationship with Hartsook for the purpose of preparing the GCCC application for one Title V grant application as stated above.

It is understood that federal regulations provide that grant writing services outlined in this MOU **may not be charged to the Title V grant,** but must be paid through institutional resources.

Dr. Coggins and grant writers assigned by Dr. Coggins will provide the following services to GCCC:

- Principle grant writing for the application
- Providing drafts to the college in a timely manner for review, discussion and modification via email and phone conversations
- If requested by GCCC, Dr. Coggins will provide one on-site visit to the GCCC campus in Garden City, KS to plan and finalize the design of the proposal. No additional fees will be associated with this one-time visit.

GCCC will provide the following to Hartsook and/or grant writers assigned by Hartsook to the project.

- Institutional, state, and/or regional data required by or supportive of the application guidelines and determined to strengthen the proposal
- One GCCC liaison person to work with Hartsook and writers to provide data, information and review of all draft documents
- GCCC will be responsible for all requirements of submitting the final document within the guidelines of the US Department of Education
- Access to GCCC staff for information and/or assistance in compiling data and institutional policies that impact a competitive proposal
- One printed copy of the final proposal as submitted will be provided to Hartsook within 30 days of submission

FEES AND EXPENSES

The cost for Grant Writing Service is \$25,000 (non-contingency, flat rate). Fee is due within 30 days of the submission deadline for the Title V grant established by the US Department of Education. Hartsook will invoice GCCC for the fee in a timely manner based upon the US Department of Education announcement of deadlines.

AUTHORIZATION TO PROCEED

Should you choose to accept this MOU by signing the Authorization to Proceed, this MOU shall become a binding Agreement between Hartsook Companies, Inc. and the Garden City Community College (“The Parties”). Return one signed copy to Hartsook Companies, Inc., PO Box 410046, Kansas City, MO 64141. Upon receipt of the signed contract, an authorized representative of Hartsook will sign the Agreement and return it to GCCC. It is understood that this Agreement is not final until accepted by a representative of Hartsook in the state of Missouri.

APPLICABLE LAW: This Agreement, and all of the rights and obligations of the Parties in connection with their relationship, shall be governed by and construed in accordance with the substantive laws of the State of Kansas without giving effect to principles relating to conflicts of laws.

ATTORNEYS’ FEES: In the event a lawsuit is instituted by either Party concerning a dispute under this Agreement, the prevailing party in such a lawsuit shall be entitled to recover from the losing party all reasonable attorneys’ fees, costs of suit and expenses (including the reasonable fees, costs and expenses of appeals), in addition to whatever damages or other relief the injured party is otherwise entitled to under law or equity.

ENTIRE AGREEMENT: This Agreement supersedes all prior agreements and understandings between the Parties to the extent that any such agreements or understandings conflict with the terms of this Agreement.

CONTRACTUAL PROVISIONS ATTACHMENT: The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 1-01), which is attached hereto, are hereby incorporated in this contract and made a part thereof.

AMENDMENT AND WAIVER: This Agreement and each provision hereof may be amended, modified, supplemented or waived only by a written document specifically identifying this Agreement and signed by both Parties hereto.

SUCCESSORS AND ASSIGNS: Neither Party may assign this Agreement or any of such Party’s rights or obligations hereunder to any third party or entity, and this Agreement may not be

involuntarily assigned or assigned by operation of law, without the prior written consent of the non-assigning Party, which consent may be given or withheld by such non-assigning Party in the sole exercise of such Party's discretion. This Agreement shall be binding upon and inure to the benefit of each of the Parties hereto and their respective lawful successors and permitted assigns.

COUNTERPARTS: This Agreement may be executed in any number of counterparts, and each counterpart hereof shall be deemed to be an original instrument, but all counterparts hereof taken together shall constitute but a single instrument. Signatures provided by facsimile or in portable document format (a/k/a pdf) shall be as binding as original signatures.

AUTHORIZATION TO PROCEED AS DESCRIBED ABOVE:

Accepted on behalf of Garden City Community
College

Date

Matthew J. Beem, President and CEO
Hartsook Companies, Inc.

CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 1-01), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the _____ day of _____, 20_____.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated.
2. **Agreement With Kansas Law:** All contractual agreements shall be subject to, governed by, and construed according to the laws of the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** Neither the State of Kansas nor any agency thereof shall hold harmless or indemnify any contractor beyond that liability incurred under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

Parties to this contract understand that the provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting state agency cumulatively total \$5,000 or less during the fiscal year of such agency.
6. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation shall be allowed to find the State or any agency thereof has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Further, the State of Kansas shall not agree to pay attorney fees and late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect which attempts to exclude, modify, disclaim or otherwise attempt to limit implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility For Taxes:** The State of Kansas shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas shall not be required to purchase, any insurance against loss or damage to any personal property to which this contract relates, nor shall this contract require the State to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the vendor or lessor shall bear the risk of any loss or damage to any personal property in which vendor or lessor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."

Agenda No: II D-2

Date: December 14, 2011

Topic: Approval of Property and Liability Insurance Renewal

Presenter: Dr. Herbert J. Swender

Background Information:

The college's property and liability insurance expires on December 31, 2011. Last year, the college went out for bids and received two proposals. Keller-Leopold was awarded the bid with the lowest premium. Keller-Leopold is a local vendor.

Keller-Leopold represents EMC Insurance which is the largest insurer of community colleges in Kansas. Keller has provided coverage for GCCC for over 10 years with excellent claims processing and customer service.

Estimated storm losses for the state of Kansas for 2011 were over 1 billion dollars, which resulted in a statewide insurance rate increase for all sectors. For GCCC, the five year loss ratio is 151.1%. For every dollar we pay in insurance coverage, \$1.51 is paid in claims. This is largely due to hail claims incurred in 2008.

When reviewing the prior five year premiums, the premium has fluctuated up and down with a net breakeven over the last five years.

However, this year the renewal premium increased \$11,331 or 9.7%. Currently, the deductible is \$1,000 per occurrence. The renewal proposal included an option to increase the deductible to \$3,000 per occurrence for a renewal premium increase of \$7,785 or a 6.6% increase, which the administration recommends.

Budget Information:

The general fund budget includes a line item for property and liability insurance.

Recommended Board Action:

Approve the property and liability insurance renewal with a \$3,000 per occurrence deductible at an annual premium of \$124,766.

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

Board Member Notes:

KELLER LEOPOLD INSURANCE, INC.

ANNUAL PREMIUM COMPARISON

DATE 01/01/12
 ACCOUNT NAME Garden City Community College
 Service Representative Diane Rose

POLICY TYPE	CURRENT PREMIUM	PREM CHG	RENEWAL PREMIUM	REASON FOR PREMIUM CHANGE
PROPERTY	73985	7693	81678	Blanket Limit Same at \$58,840,736. Blanket rate from .125 to .138. Deductible \$1,000. A \$3,000 Deductible saves \$3,546; A \$5,000 Deductible saves \$7,691
GENERAL LIABILITY	4040	186	4226	Added \$100,000 Violent Event Response Coverage for \$195; Optional Limits: \$250,000 for \$425, \$500,000 for \$725 & \$1,000,000 for \$1,015.
COMMERICAL AUTO	24079	1657	25736	
INLAND MARINE	6184	772	6956	
UMBRELLA	5476	863	6339	
LINEBACKER	3217	160	3377	
TOTAL:	116981	11331	128312	

+9.7%

MISC. NOTES

2011-12 premium was -2%; 2010-11 premium was -2.2%; 2009-10 premium was +2.3%; 2008-09 premium was -8.2% for break even over last 5 years.
 EMC's School Program Overall Loss Ratio for 2010 was 78% and for 3 Years was 66.6%
 GCCC's 5 Year Loss Ratio is 151.1%

Agenda No: II-E

Date: December 14, 2011

Topic: Approval of Resolution 2011-03 for purchase card signors

Presenter: Dr. Herbert J. Swender

Background Information:

Commerce Bank requires a Board Resolution to allow changes to the signature card for the purchase card account.

Budget Information:

none

Recommended Board Action:

Approve Resolution 2011-03 to update authorized signatures on the purchase card account.

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

Board Member Notes:

RESOLUTION NO. 2011-03

WHEREAS, the undersigned, Terri Worf, Chair of Garden City Community College (“Corporation”), a non-profit corporation, does hereby certify that the following resolutions were duly and regularly passed and adopted by the Garden City Community College Board of Trustees, at a meeting duly called, on the 14th day of December, 2011, and such resolutions are still in force and effect and have not been amended or revoked.

RESOLVED, that any one of the following:

Herbert J. Swender, President

Dee A. Wigner, Vice President, Finance and Operations

Debra S. Nicholson, Comptroller

be and each hereby is authorized directed and empowered to establish commercial card accounts (“Accounts”) with Commerce Bank (herein called “Commerce”), to incur debt (in the form of a line of credit established by Commerce for Corporation) associated with the Accounts, and to execute all documents to effectuate this purpose which he/she may deem necessary and proper, including without limitation any application and/or agreement (each an “Agreement”) to open the Accounts.

FURTHER RESOLVED, that any one of the foregoing named employees of this Corporation may from time to time request Commerce to issue commercial cards to any person in connection with any of the Accounts.

FURTHER RESOLVED, that any one of the foregoing named employees of this Corporation may from time to time appoint an Administrator to assist Commerce in the administration of the Program as provided in the Agreement (each such term as defined in the Agreement).

FURTHER RESOLVED, Commerce is authorized to act upon these resolutions until written notice of revocation is delivered to Commerce, and that the authority hereby granted shall apply with equal force and effect to the successors of the employees named herein.

The undersigned further certifies that the specimen signatures appearing below are the signatures of the employees authorized to sign for this corporation by authority of these resolutions.

SPECIMEN SIGNATURES:

NAME	TITLE	SIGNATURE
Herbert J. Swender	President	
Dee A. Wigner	Vice President, Finance & Operations	
Debra A. Nicholson	Comptroller	

IN WITNESS WHEREOF, I have hereunto set my hand as Chair and affixed the corporation seal of this Corporation this _____ day of _____, 2011.

(SEAL)

Chair of the Board

DECEMBER 2011 MONITORING REPORT

EXECUTIVE LIMITATIONS

Healthy Environment #14

The President shall not fail to insure a safe and healthy environment on campus.

ANNUAL

Page 7

CEO's Interpretation:

The President shall not fail to insure a safe and healthy environment for employees and students on the campus of Garden City Community College.

Data directly addressing the CEO's interpretation:

As part of insuring a safe and healthy environment for Garden City Community College, the president has:

- Created a dedicated position to serve as Director of Campus Security and Safety,
- Incorporated a plan to review and remove shrubs, trees, and obstructive foliage that could be considered hazardous or potentially dangerous for pedestrian/student campus safety,
- Participated in the review and needed modifications and/or replacement for all exterior doors to completely close and securely lock,
- Identified the final of stages of completing asbestos abatement for the entire campus,
- Identified the need for a comprehensive employee wellness plan which is identified in Goal 2, Strategy 4 of the 2011-12 Institutional Goals and Strategies in addition to AQIP Action Project 4 of the reaffirmation process of accreditation via North Central Association for Colleges and Schools,
- Expanded the campus-wide video surveillance system.

Tyler Ediger
23056 U Road
Meade, KS 67864
620-338-5755



November 16, 2011

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

Mr. Swender,

On behalf of KARL class XI, I wanted to thank you for letting us use your bus to shuttle our team around Garden. It was encouraging to see to the potential that Garden has for its citizens and for its students.

During our visit, we focused on the economic development of the community and I personally learned specific ways to spur on economic growth back home. Donors like you have made it possible for people like me to be a part of KARL. This has already been an opportunity of a lifetime and we are looking forward to the next couple of years of the program.

Thanks,

Tyler Ediger

Tyler Ediger

INFORMATION

December 2011

Steve Quakenbush, GCCC Information Services and Publications

Approximately 104 people attended as participants when GCCC hosted the Kansas Governor's Town Hall Meeting on Childhood Poverty Nov. 17 in the main gymnasium of the Dennis Perryman Athletic Complex. The event was the last in a series of three sessions across the state entitled "Rising to the Challenge: Reducing Childhood Poverty and Improving Childhood Outcomes in Kansas." Keynote speakers included Robert DeLeon, Salvation Army director for Garden City, and Ron Haskins, senior fellow in economics studies with the Brookings Institute of Washington, DC. Participants were asked to discuss and submit ideas for childhood poverty solutions for consideration by Governor Sam Brownback and the Kansas Department of Social and Rehabilitation Services.

GCCC drew 422 visitors, primarily high school juniors and seniors, when the campus hosted Exploration Day 2011 on Nov. 16, offering hands-on experiences in 17 career fields, including agriculture, animal science, business, computers, cosmetology, criminal justice, fire science, industrial maintenance, John Deere technology, nursing, emergency medicine, welding, education, history, journalism, psychology and sociology. Students attended from Colby, Deerfield, Dighton, Fowler, Garden City, Greeley County, Healy, Holcomb, Hugoton, Minneola, Moscow, Ness City, Scott Community, South Gray, Sublette and Ulysses High Schools, as well as Eagle Valley Christian School of Colby and the GCCC Adult Learning Center.

GCCC is staging a series of public musical performances during the holiday season, including a GCCC Concert Band performance, 7:30 p.m. Dec. 8 in the auditorium of the Pauline Joyce Fine Arts Building, conducted by Jim McAllister, director of bands; the GCCC Vespers Concert, 3 p.m. Dec. 11, also in the fine arts auditorium, featuring seasonal selections by the College Concert Choir, College Singers, GCCC Strings and Garden City Civic Choral Union and Symphony, all conducted by Clay Wright, GCCC choral music director; Tuba Christmas, a public concert sponsored by Commerce Bank, 3 p.m. Dec. 10 on Grant Avenue downtown, featuring selections by volunteer tuba players from across Southwest Kansas and also conducted by Jim McAllister; and a recital by guitar students of GCCC Adjunct Music Instructor Tim Routon, 6:30 p.m. Dec. 13 in the fine arts auditorium.

The college is conducting two events in the visual arts as part of the conclusion of the 2011 fall semester, including the GCCC Potter's Guild Holiday Art Sale, 9 a.m.-4 p.m. Dec. 7 in the lobby of the Pauline Joyce Fine Arts Building, and the opening reception for the 2011-2012 Faculty Art Exhibition in Mercer Gallery, 1-3 p.m. Dec. 11. The art sale each December includes one-of-a-kind, hand-made pottery and other ceramic goods, created by first-time and veteran students from GCCC art courses. The Art Faculty Exhibition is scheduled Dec. 4-14 and Jan. 11-28, with the Dec. 11 reception offering an opportunity to meet the artists, Kyle Chaput, new two-dimensional art instructor; and Brian McCallum, veteran three-dimensional art instructor who also became gallery director this year.

GCCC Meats Team member Jacob Fish, Hillsboro, earned the individual national championship in intercollegiate meat judging at the end of the 2011 season, during national competition in Plainview, Texas at the 29th Annual Cargill Meat Solutions High Plains Intercollegiate Meat Judging Contest. During the same contest, the GCCC team finished as reserve national champions. Over 100 students from 21 colleges participated. GCCC's 2012 team will start competition in January at the National Western Meats Contest in Greeley, Colo.

Dozens of GCCC volunteers have been ringing bells for the Salvation Army this holiday season, including a large number of faculty and staff volunteers who served at Wal Mart on Dec. 2, along with members of the Student Government Association; representatives of the Criminal Justice, Fine Science and Paramedic Programs in the GCCC Department of Public Safety; and students in the campus chapter of the Hispanic American Leadership Organization.

“College and Career Readiness 2012,” a college and university guide publication being produced by McGraw-Hill with a press run of one million copies, will include pictures of GCCC’s Pauline Joyce Fine Arts Building and the Student and Community Services Center. The publication will be produced in English and Spanish-language versions by the publisher’s School Education Group.

Approximately 50 people attended when Caryn-Miriam Goldberg, Kansas Poet Laureate, presented a workshop sponsored on campus in November by the GCCC Business and Community Education Department as part of the international project “One City, One Prompt,” a series of writing, performance and community-building events across the country.

The family of Dr. Thomas F. Saffell has scheduled a campus and community memorial service the afternoon of Jan. 14 in Saffell Library. Dr. Saffell, who died at the age of 86 on Nov. 16, served as GCCC’s third president, from 1976 to June 30 of 1988. During his tenure, GCCC went through a series of major improvements, including construction of the Penka Building of Practical Arts and Sciences, expansion and naming of the Pauline Joyce Fine Arts Building and expansion of what would later be named the Dennis Perryman Athletic Complex. Williams Stadium and the Broncbuster Baseball Academy, gifts from Garry and Janet Williams of Kokomo, Ind., were also built during his tenure. At the time of Dr. Saffell’s retirement, the campus library was named in his honor. Graveside services were conducted Nov. 21 at Lynn Creek Cemetery, Berryton, under direction of Downing and Lahey Mortuary East, of Wichita. Memorials were suggested to the Dr. Thomas F. Saffell Scholarship Fund, which is maintained by the GCCC Endowment Association. The scholarship benefits students in science, social science and nursing.

The GCCC Academic Excellence Challenge team returned from competition last weekend with first place honors in the 2011 Snow Bowl Tournament at Hutchinson Community College. GCCC won the event with a record of 7-1, earning a total of 1,610 points, trailed by Coffeyville Community College in second, at 5-2-1, and followed in third place by Redlands Community College, El Reno, Okla., also at 5-2-1. The tournament on Dec. 3 also included teams representing Johnson County, Dodge City, Colby, Allen County and Cowley County Community Colleges, as well as the host institution. The 2011 AEC season opened in November at the Dodge City Community College Invitational, where GCCC also took first place with a 5-0 final score.

Emily Miller of the GCCC Rodeo Team, who is holding first place in barrel racing standings for the Central Plains Region of the National Intercollegiate Rodeo Association, was recently pictured on the cover of Rodeo News, a Colorado-based periodical that circulates throughout the central U.S. Now in their winter break, the GCCC men’s and women’s teams will resume 2011-2012 season action at Kansas State University in February. The Broncbuster women are presently third overall in team standings, with the men’s team at 12th.

Bareback rider Casey Colletti, a GCCC Rodeo Team alumnus, has been a rising contender in Las Vegas in the Wrangler National Finals Rodeo. A first-time qualifier in the event, he has drawn national attention for his performances. While riding for the Broncbusters, the native of Pueblo, Colo., also won the Central Plains Region of the National Intercollegiate Rodeo Association, and then finished fifth at the College National Finals Rodeo.

The GCCC Nursing and Allied Health Department conducted a graduation ceremony for students in the GCCC Practical Nursing Program at 2 p.m. Dec. 3 at the Garden City Church of the Nazarene, 2720 Campus Drive.

The GCCC Department of Public Safety has scheduled a new series of 2012 Kansas Concealed Carry handgun classes for citizens seeking licensure to carry concealed firearms. Each one-day class will run from 7:30 a.m. to 6 p.m., co-sponsored by the Sand and Sage Rifle and Pistol Club. Sessions are planned

Feb. 4, March 3, April 14 and June 9, with the department's National Rifle Association-affiliated Women on Target pistol course scheduled 8 a.m.-5 p.m. Jan. 21.

Fall semester final examinations are scheduled Dec. 12-14, with classes meeting on a special timetable, followed by the official conclusion of the semester at the end of the day Dec. 15. The campus is scheduled to remain open through Dec. 16, with the holiday break taking place Dec. 17-Jan. 1, and the campus reopening Jan. 2 to resume spring semester enrollment. Faculty personnel will return Jan. 9, which is the date for employee in-service, followed Jan. 11 by the first day of classes in the new term. Enrollment and other services will be limited Jan. 9 to accommodate in-service programming, but students and the public can count on extended service hours of 8 a.m. to 7 p.m. Jan. 11, 12, 16 and 17 in the Admissions, Business, Counseling, Financial Aid and Registrar's Offices. "Inside GCCC," the spring semester class schedule, enrollment guide and newsletter, is scheduled to arrive in home mail boxes throughout the college's seven-county service area approximately Jan. 2.

Garden City's 2012 campus and community celebration of the Dr. Martin Luther King, Jr., holiday is set for 10 a.m. Jan. 16 in the main gym of the Dennis Perryman Athletic Complex, featuring keynote speaker Arun Gandhi, grandson of historic figure Mahatma Gandhi. The annual observance is sponsored jointly by GCCC and Cultural Relations Board of the City of Garden City, with support from various campus organizations. Admission is free.

While 2012 spring semester classes will get under way Jan. 11 on campus, the first session of the new term for classes in the EduKan online community college consortium is Jan. 17. Subsequent sessions are scheduled to begin Feb. 13 and March 12.

Kevin Brungardt-Dean of Academics

Academics

The last few weeks before any semester ends are usually very busy. This semester is not disappointing us in that respect. Faculty are busy attending to class and as the end becomes more and more clearly in sight, problems associated with a semester of neglect begin to arise for some students. During this time of the semester is when we see the most occurrences of academic dishonesty as well as students who have special requests concerning everything from taking finals early to dropping classes late.

Over the years we have learned that successfully meeting each of these challenges requires that we have sound protocol in place so that students are treated fairly and in a timely manner. The policy we put into place in 2004 to handle academic dishonesty, for example, has resulted in fewer issues being reported to my office. We have found over time that having fair and practical policy in place results in fewer problems in the long run.

All probationary gen ed faculty have been evaluated for the fall semester. We are required to complete performance evaluations on non-tenured faculty each semester until they are tenured. In the past two years we have been able to recruit excellent people who are not only a joy to work with, they also save me a lot of time. During the spring semester, we will be working on fine-tuning our recruitment and retention practices so that we will be better prepared to attract the best applicants and then be able to keep them. This is in connection with the planning goals for this year.

During the spring semester we will pilot hybrid classes in selected areas of general education. A hybrid class is one in which a portion of the class is taught in the traditional face-to-face format and the rest is taught in an online format. For purposes of the pilot, the face-to-face to online ratio will be two-thirds face-to-face and one-third online. If things go well and once we are able to work out any bugs we may encounter from the pilot, we will allow faculty to experiment with the ratio. The research I have done says that hybrid classes, if done correctly, often results in a better learning experience than classes that are fully face-to-face or completely online. To ensure quality, we will put together a committee that will look at newly developed hybrid classes for approval to be added to the line schedule.

The reading faculty has put together a list of people they will be inviting to campus to help them set up the statewide developmental reading organization. This will take place shortly after we return from the winter break. In the meantime, with the help of Dee Wigner, we have contacted KASB lawyers to find out what we need to do in order to get the organization approved by both the Secretary of State and the Internal Revenue Service as a non-profit organization.

The application to the Gates Foundation for the grant associated with the Spanish Gen Ed EduKan program has advanced to the next, and final, round. Applications are due December 19, so the folks at EduKan, Deanna Mann, and Hector Martinez, and I have been busy compiling information.

The System Council of Chief Academic Officers will be meeting on December 14 in Topeka and topics for discussion will include Advanced Placement credit and the proposal for changes to Performance Agreements. At the last meeting, the members of this committee were given the performance agreement proposal and asked to study it in preparation for the December meeting. Hopefully we will be able to make a recommendation for this to move up the chain of command at this meeting.

Ryan Ruda, Dean of Students

Financial Aid

Conducted Satisfactory Academic Progress (SAP) training for all advisors regarding the changes in SAP. The SAP policy changes will be effective spring 2012 and involve new standards for evaluating student's ability to continue receiving federal financial aid.

Default Management training for faculty division directors as well as several advisors regarding the default management protocol that has been implemented this fall semester. The protocol involves contacting students who are late on repayment of financial aid and how to take corrective action so it doesn't negatively impact the GCCC default rate.

Student Support Services

One of the SSS grant goals is to have GCCC student graduate and transfer to four year universities. At the end of the fall semester, SSS will have 18 of the 200 students in the program graduating and transferring to four year institutions.

Records

The waitlist feature in Datatel has been implemented for specific faculty during the spring 2012 enrollment process. Several students have started to be added to waitlists in courses. This function will assist in enrollment management and determining whether additional sections need to be added.

Cathy McKinley, Dean of Continuing Education and Community Services

Adult Learning Center

Several GCCC employees, including ALC staff members Hector Martinez, Paula Sloderbeck and Adrienne Hamann, attended the "National Conference on Effective Transitions in Adult Education" Nov. 12-16 and acquired some very useful information on what students need to transition into post-secondary education smoothly and successfully. The information gained will be used to implement GCCC's A-OK career pathways program this spring.

Jack Furrán, state Migrant Family Literacy program (MFL) Auditor, audited the Migrant Family Literacy program on Nov. 2. The audit was successful, and Furrán strongly suggested that GCCC hire a certified teacher to increase the quality of the program, using a Pre-K curriculum that coincides with the school district.

The Migrant Family coordinator teaches at the East Garden Village outreach site on Thursdays to with the migrant families work on their goals. The coordinator and site manager have also been working with students on goals at Georgia Matthews Elementary. Progress is being made on the goals and the quality of the program is rising.

The transition coordinator was visited by Cynthia Ramos, a former GED student, who is continuing her education in Dentistry. She is scheduled to graduate in May with an associate’s degree. Ramos may be able to job shadow with one of the dentists here in town so she could get some experience.

The four GED students in the KHPOP project C.N.A. program this fall were successful in completing the program and receiving their certificates. James Brown, former GED student, was recognized a successful achiever from Seeds of Hope this month. He is currently in post-secondary education seeking a career in automotives.

Almost 30 adult basic education students participated in Exploration Day this year. This is the first year that GCCC’s adult basic education students were included in Exploration Day.

Linda Beech, K-State Extension Agent, presented “Money Matters” to the ESL students in October. The presentation gave the students helpful tips on managing their money better. In November, Mohamed Abdurahman, Ph.D., the state regional refugee coordinator, gave a presentation on “Immigration Scams.” It is not uncommon for ESL students to end up in a fraud situation dealing with their finances. The presentation was conducted to help these students be more aware of ways that fraud can happen to them. The students don’t even understand identity theft, much less the scams with income tax money that has been happening in communities where refugees reside.

Nine former GED and ESL students who transitioned from the Adult Learning Center to GCCC were recognized on the Spring 2011 honor roll. President’s Honor Roll: Julio Magana and Mariah Trujillo; Dean’s Honor Roll: Enrique Borja, Erik Lozano, Veronica Medrano, Ngoc Nguyen, Jon Medina, Thanh Dan Cao, and Andrea Anderson.

Business & Community Education

NOVEMBER TRAININGS	Course	Enrollments
Contract Trainings	Thanksgiving Crafts & Cooking – Mosaic College for Life	22
	Command English for Dairies – Royal Farms Dairy	25
	Asbestos Awareness – Tatro Plumbing	59
Open Enrollment	Electrician’s Code: Fire Alarms	17
	OSHA 10-Hour Construction Outreach	6
Partnership Training		
	Garden City Arts Poetry Workshop	20
	TOTALS	66

Project Destiny

Seventeen students at the Leoti site are now half-way finished with their GED preparation. This is the first class in this site which opened in September. Students are looking at taking their Official GED Exams this spring. A new class will start in January.

Garden City, Syracuse and Ulysses: All three sites have new students working on their GED preparation.

Dr. Lenora Cook, Dean of Technical Education

Student Success

- 13 practical nursing students were pinned December 3, 2011. This is an extraordinary success for these students when you consider the following statistics about this class:
 - 13 out of 13 are non-traditional students
 - 11/13 have children (3 have teenagers, 4 have children under 5, and 2 have children attending college)
 - 7/13 have had a major family event of crisis while going to school this year
 - 3/13 have a spouse or child on active duty in the military
 - 3/13 are caring for parents or grandparents on a regular basis

Recruitment

GCCC Exploration Day 2011 Nursing and Allied Health Evaluation Results

- How would you rate your overall experience in the Nursing & Allied Health Department?
Excellent- 40 (65%) Good- 20 (33%) Fair- 0 Poor-1 (1%)
- The stations were well organized.
Strongly agree- 34 (55%) Agree-27 (44%) Somewhat agree- 0 Disagree- 0
- The ideas and activities presented were interesting and informative.
Strongly agree- 36 (59%) Agree- 24 (39%) Somewhat agree- 1 (1%) Disagree- 0
- Did the events today provide you enough information to help you decide if a career in nursing is for you?
Yes-46 No-2 Undecided-9

Community Service

As I was preparing this report, I saw Santa and Mrs. Claus surrounded by numerous elves leaving the Criminal Justice Department. I was told they were going to visit children at GCCC's Daycare and Garfield Elementary School.

Dee Wigner, Vice President, Finance and Operations

Larry Johnston and Dee Wigner met with Mike Muirhead, Public Utilities Director for the City of Garden City, to discuss the proposed increase to electric rates. Mr. Muirhead presented the estimated rate increases based on 2010 actual usage for the college. The projected increase for calendar year 2012 is \$15,000 and for 2013 an additional increase of \$17,296 for a yearly total of \$32,296. Although the information was based on estimates, the increase to 2012 is 3.3% and for 2013 3.8% (for a total of 7.1%).

The increases will be built in to the FY13 and FY14 general fund budgets.

Renovations to the Access and Opportunity Center (formerly Outwest) are almost complete. The building should be ready for occupancy in January. Programs that will be located in the building are English as Second Language and the Refugee Center. If space allows, the Migrant Family Literacy Center will be located in the building as well.

Work continues on the Administration Building. The Presidential offices will move to their new location in February. Once that move is complete, work will begin on the offices that will become the Endowment Office. The final phase will be to repurpose the existing Endowment office to a conference room. The entire project should be complete by the end of the spring semester.

The Business Office has been busy implementing and testing the third party tuition plan, NelNet. The payment plan will be available for the spring semester. The plan will offer several payment schedules which will allow students to pay on their accounts over three to five months. As of November 11, 545 students owed an outstanding balance of \$304,725 for Fall 2011 classes. As of December 8, 341

students owed a total of \$173,772.59. Students are not allowed to enroll for next semester until the previous semester has been paid. This significant decrease in accounts receivable indicates students are waiting as long as possible to pay their bill. It is anticipated that the payment plan will reduce the number of students waiting until the last minute to pay their bill.

BJ Kemper, Tiffany Heit and Jeff Southern have worked together to cover the workload of the Copy Center during the extended absence of JT Kent. The end of the semester is an extremely busy time of year and they have done an outstanding job of meeting the needs of the campus while meeting the obligations of their full-time positions.

This past Monday, during the recent installation of a new server, the college email system failed. As a result, the IT Department shut down the email server. The failure resulted in the loss of all historical emails. The new server was installed and the data storage backup system was activated. Most emails have been recovered. It is anticipated that all emails will be recovered within the next few days. The recovery process has been slow, but it is reassuring to know the data storage backup and recovery system works.

Jill Lucas, Director of Campus Child Care, voluntarily participated in the Kansas Quality Rating and Improvement System (KQRIS). The program examines child care programs to identify strengths and areas of improvement. In addition to the benefit of learning how to improve the child care program, the program makes available funds to assist in recommended improvements.

The program evaluates several components including; The Learning Environment, Family Partnerships, Training and Education, Adult Child Ratios/Group Size and Accreditation. The process involves an initial on-site evaluation and annual evaluations thereafter. The initial evaluation occurred on November 30, 2011. The Campus Child Care received a KQRIS Quality Rating of 2 stars out of a possible 5 stars or 11 points of a possible 42. Although Jill was disappointed, the evaluator assured her this is an excellent initial rating score. Jill will now review the recommendations and determine areas in which the staff will work to improve. The program will be evaluated again in one year.

2011 FINNEY COUNTY, KANSAS TAX LEVY SHEET - Levies shown are taxes per \$1000 valuation

State Levies:	K.S.A.	Levy	Revenue
Valuation: \$ 485,847,279			
Education Building	76-6b01	1.000	\$ 487,152.69
State Institutions Building	76-6b04	0.500	\$ 243,576.38
TOTAL		1.500	\$ 730,729.07

County Levies:	K.S.A.	Levy	Revenue
Valuation: \$ 485,847,279			
General	79-1946	18.446	\$ 8,986,020.15
Road and Bridge	70-1947	5.416	\$ 2,638,419.44
Bond & Interest	10-113	0.000	\$ -
Aging	12-1680	0.683	\$ 332,725.26
Ambulance	65-6113	1.614	\$ 786,264.49
Employee Benefit	12-16, 102	6.327	\$ 3,082,215.58
Economic Development	19-4102	0.220	\$ 107,173.66
Fair/Fairgrounds	2-129	0.425	\$ 207,039.81
Health	65-204	0.963	\$ 469,128.21
Historical Museum	19-2651	0.384	\$ 187,066.45
Library	12-1220	1.674	\$ 815,493.82
Mental Retardation	19-4004	0.528	\$ 257,216.60
Noxious Weed	2-1318	0.297	\$ 144,684.40
TOTAL		36.977	\$ 18,013,447.87

Community College:	K.S.A.	Levy	Revenue
Valuation: \$ 485,847,279			
Garden City			
General	71-204	19.185	\$ 9,346,026.03
Capital Outlay	71-501	1.057	\$ 514,920.49
TOTAL		20.242	\$ 9,860,946.52

CITIES:	K.S.A.	Levy	Revenue
Valuation: \$ 157,703,449			
GARDEN CITY			
General	79-1952	21.817	\$ 3,450,619.53
Airport	03-113	4.045	\$ 639,765.22
Bond & Interest	10-113	8.101	\$ 1,281,270.09
Employee Benefit	12-16,102	0.000	\$ -
Building	12-1737	0.000	\$ -
TOTAL GARDEN CITY		33.963	\$ 5,371,654.84
Valuation: \$ 9,433,474			
HOLCOMB			
General	79-1952	51.782	\$ 489,712.38
Bond & Interest	10-113	0.000	\$ -
TOTAL HOLCOMB		51.782	\$ 489,712.38

RECREATION:	K.S.A.	Levy	Revenue
Valuation: \$ 157,703,449			
Garden City	12-1927	5.013	\$ 792,865.98
USD 363			
Recreation	72-1927	3.363	\$ 568,368.37
Recreation Employee Benefit	12-1928/75-611	0.437	\$ 73,855.64
TOTAL		3.800	\$ 642,224.01

UNIFIED SCHOOL DISTRICTS:	K.S.A.	Levy	Revenue
Valuation: \$ 312,882,006			
USD 457			
General - (\$291,511,961)	72-6409	20.000	\$ 5,849,335.02
Supplemental General	72-6435	17.844	\$ 5,600,102.79
Bond & Interest	10-113	9.347	\$ 2,933,431.96
Capital Outlay	72-8803	2.001	\$ 627,987.38
TOTAL		49.192	\$ 15,010,857.15

Valuation: \$ 168,663,711	K.S.A.	Levy	Revenue
USD 363			
General - (\$166,607,519)	72-6409	20.000	\$ 3,339,003.08
Bond & Interest	10-113	6.893	\$ 1,164,960.75
Capital Outlay	72-8803	4.402	\$ 743,965.87
Supplemental General	72-6435	13.098	\$ 2,213,645.09
TOTAL		44.393	\$ 7,461,574.79

Valuation: \$ 4,301,562	K.S.A.	Levy	Revenue
USD 102			
General - (\$4,200,324)	72-6409	20.000	\$ 84,169.09
Bond & Interest	10-113	5.305	\$ 22,862.92
Supplemental General	72-6435	18.085	\$ 77,940.80
Capital Outlay	72-8803	0.000	\$ -
TOTAL		43.390	\$ 184,972.81

TOWNSHIPS:	K.S.A.	Levy	Revenue
Valuation: \$ 84,374,869			
Garden City			
Fire	79-1962	0.923	\$ 78,218.47
Valuation: \$ 10,289,032			
Garfield			
General	79-1962	1.426	\$ 14,706.60
Fire	79-1962	4.214	\$ 43,459.75
TOTAL		5.640	\$ 58,166.35

Valuation: \$ 33,680,228	K.S.A.	Levy	Revenue
Ivanhoe			
Fire	79-1962	0.417	\$ 14,059.94
Valuation: \$ 17,148,878			
Pierceville			
General	79-1962	0.974	\$ 16,775.21
Fire	79-1962	0.616	\$ 10,609.38
TOTAL		1.590	\$ 27,384.59

Valuation: \$ 5,273,155	K.S.A.	Levy	Revenue
Pleasant Valley			
Fire	79-1962	0.307	\$ 1,620.86
Valuation: \$ 128,760,873			
Sherlock			
Fire	79-1962	0.787	\$ 101,605.51
Valuation: \$ 48,616,795			
Terry			
Fire	79-1962	0.485	\$ 23,575.62

DRAINAGE DISTRICTS	K.S.A.	Levy	Revenue
Valuation: \$ 33,277,245			
Drainage District No. 1			
General	24-512	2.679	\$ 89,506.02
Drainage District No. 2			
Valuation: \$ 35,180,772			
General	24-512	1.822	\$ 64,410.62

SEWER DISTRICTS:	K.S.A.	Levy	Revenue
Valuation: \$ 2,160,950			
Eastside Sewer District No. 1			
General	19-27a09	4.230	\$ 9,361.32
Valuation: \$ 5,281,582			
Sewer District No. 2			
General	19-27a09	5.040	\$ 26,631.89

WATERSHED DISTRICT	K.S.A.	Levy	Revenue
Valuation: \$ 12,215,400			
Pawnee			
General	24-1208	3.263	\$ 39,947.31

2011 ABSTRACT of Valuation and Tax Levies For Finney County, Kansas

PROPERTY CLASS	VALUATION	TAX
REAL ESTATE		
Residential	\$ 125,675,820	\$ 17,289,954.38
Agriculture	\$ 21,899,339	\$ 2,408,952.96
Vacant Lots	\$ 1,605,021	\$ 219,416.78
Other	\$ 6,001,282	\$ 643,285.07
Not-for-Profit	\$ 174,137	\$ 23,440.74
Industrial & Commercial	\$ 91,293,235	\$ 12,102,702.05
TOTAL REAL ESTATE	\$ 246,648,834	\$ 32,687,751.98
PERSONAL PROPERTY	\$ 20,090,519	\$ 2,572,735.46
MINERAL LEASEHOLD	\$ 116,615,849	\$ 12,632,374.20
STATE ASSESSED UTILITIES	\$ 102,492,077	\$ 11,207,531.61
TOTAL ALL PROPERTY	\$ 485,847,279	\$ 59,100,393.25

State of Kansas
County of Finney



I, ELSA ULRICH, COUNTY CLERK IN AND FOR SAID COUNTY AND STATE, DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT STATEMENT OF THE LEVIES FOR THE YEAR 2011.

2011 TOTAL COMBINED LEVIES IN
DOLLARS PER \$1000 VALUATION

TAX UNIT	TOWNSHIP OR CITY	TOTAL LEVY
001	Garden City	146.887
002	Garden City DD2	148.709
003	Garden City DD1	149.566
005	Holcomb	159.481
006	Holcomb DD1	162.160
	GARFIELD	
010	G 102 PWD	111.012
015	G 457 PWD	116.814
020	G 457	113.551
	PLEASANT VALLEY	
025	PV 457	108.218
030	PV 457 DD2	110.040
035	PV 457 PWD	111.481
	TERRY	
040	T 457	108.396
045	T 457 JWD	108.396
050	T 363 JWD	107.397
055	T 363	107.397
	SHERLOCK	
060	S 363	107.699
063	S 363 DD1	110.378
065	S 363 JWD	107.699
	GARDEN CITY	
070	GC 363 JWD	107.835
073	GC 363 JWD DD1	110.514
075	GC 363	107.835
080	GC 363 DD2	109.657
085	GC 457 DD2	110.656
090	GC 457	108.834
093	GC 457 DD1	111.513
095	GC 457 NWID	108.834
100	GC 457 SD1	113.064
105	GC 457 DD2 SD1	114.886
106	GC 457 SD2	113.874
107	GC 457 SD3	108.834
108	GC 457 DD2 SD3	110.656
	PIERCEVILLE	
110	P 457	109.501
115	P 457 PWD	112.764
120	P 457 DD2	111.323
	IVANHOE	
125	I 457	108.328
130	I 363	107.329

Comparison to 2010 Levies:		2010	2011	% of
District	2010 Valuation	Levy	Levy	Change
State	451,133,347	1.500	1.500	0.00%
County	451,133,347	37.236	36.977	-0.70%
Community College				
Garden City	451,133,347	20.238	20.242	0.02%
CITIES				
Garden City	153,435,579	33.875	33.963	0.26%
Holcomb	8,956,721	53.004	51.782	-2.31%
RECREATION				
Garden City	153,435,579	5.003	5.013	0.20%
USD 363	157,484,945	3.802	3.800	-0.05%
Townships				
Garden City	74,128,974	1.181	0.923	-21.85%
Garfield	11,316,700	1.758	5.640	220.82%
Ivanhoe	26,639,973	0.576	0.417	-27.60%
Pierceville	14,167,845	2.232	1.590	-28.76%
Pleasant Valley	4,672,669	0.317	0.307	-3.15%
Sherlock	109,347,740	0.535	0.787	47.10%
Terry	48,467,146	0.494	0.485	-1.82%
School Districts				
USD 457 General	268,027,875	20.000	20.000	0.00%
USD 457	290,240,052	28.958	49.192	69.87%
USD 363 General	155,444,920	20.000	20.000	0.00%
USD 363	157,551,865	24.272	44.393	82.90%
USD 102 General	4,188,502	20.000	20.000	0.00%
USD 102	4,294,958	23.436	23.390	-0.20%
Drainage Districts				
Drainage District 1	33,155,553	2.634	2.679	1.71%
Drainage District 2	32,422,688	1.848	1.822	-1.41%
Sewer Districts				
Eastside Sewer #1	2,070,550	4.283	4.23	-1.24%
Sewer #2	5,110,954	5.039	5.040	0.02%
Sewer #3	0	0.000	0.000	0.00%
Watershed Districts				
Pawnee	12,214,023	3.309	3.263	-1.39%
James Draw	0	0.000	0.000	0.00%