

GARDEN CITY COMMUNITY COLLEGE

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

March 2, 2012

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

Dear Trustees:

The Board of Trustees will meet in regular session on **Wednesday, March 21, 2012**. 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-Retail Development Project Presentation
Matt Allen, City Manager, Garden City
D-1 Resolution No. 2462-2012 pg. 3
- E. Report from Faculty Senate
E-1 Program spotlight: Phil Hoke/Drama and Fine Arts pg. 10

II. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (February 8, 2012) pg. 11
- B. Approval of personnel actions-Human Resources pg. 17
B-1 Adjunct/Outreach Contracts
- C. Financial information
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. 34
- D. Purchases over \$20,000
D-1 Vehicles pg. 35
D-2 Computer hardware pg. 37
D-3 Echo 360 Lecture Capture hardware pg. 40
- E. Potential Purchase of Property pg. 43
- F. Other
F-1 Resolution 2012-01 Hazard Mitigation (FEMA) pg. 44

III. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS..... **Action**
 - A-1 Monitoring Report – Academic Advancement, Annual #1, #2 pg. 46
 - A-2 Monitoring Report – General Executive Constraints, Annual #2 pg. 57
- B. Review Monitoring Report- Personal Enrichment #1, #2
- C. Board Process and Policy Governance Review

IV. OWNERSHIP LINKAGE:

V. REPORTS:

- A. President’s Report
 - A-1 Incidental Information..... pg. 58
- B. Performance Agreement 2011..... pg. 69
- C. Report from ACCT National Legislative Summit, Washington, DC (February 14-16)
- D. Report from KACCT/COP/PTK meeting in Topeka (February 15-16)
- E. Report from Finney County Economic Development Corporation (Trustee Ron Schwartz)

Upcoming Calendar Dates:

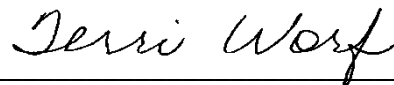
- Mar.23-24 Piano Festival
- Mar. 30-31 Kansas State High School Activities Association Regional 1A, 2A, 3A Musical Solo and Ensemble Competition
- April 3 Inauguration of Sixth President of Garden City Community College
- April 4 Student Universal
- April 6, 9 Easter Break – NO CLASSES – OFFICES CLOSED
- April 11 Regular monthly meeting, Endowment Room. Dinner 5:00 p.m. call to order at 6:00 p.m.
- April 13 Annual GCCC Endowment Association Scholarship Auction
- April 28 Ride for the Future
- May 3 DPS Scenario Day
- May 5 DPS Graduation Celebration
- May 6 GED Graduation, 2:00 p.m., DPAC
- May 12 Commencement
- May 14-16 Final Exams
- May 28 Memorial Day - NO CLASSES – OFFICES CLOSED
- July 4 Independence Day holiday – NO CLASSES – OFFICES CLOSED

VII Executive Session

VIII. Adjournment



Dr. Herbert J. Swender, Sr.
President



Terri Worf
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.*

(Published in the Garden City Telegram on April 4, 2012)

RESOLUTION NO. 2462-2012

A RESOLUTION STATING THE INTENT OF THE CITY OF GARDEN CITY, KANSAS TO CONSIDER CREATION OF A REDEVELOPMENT DISTRICT, APPROVE A REDEVELOPMENT PLAN FOR THE DISTRICT AND PROVIDING FOR NOTICE OF A PUBLIC HEARING ON SUCH MATTERS.

WHEREAS, K.S.A. 12-1770 *et seq.*, as amended (“Act”) authorizes the city of Garden City, Kansas (“City”) to create redevelopment districts, approve redevelopment plans for such districts and provide for the financing of certain of the costs of such redevelopment by issuing special obligation bonds or general obligation bonds; and

WHEREAS, the City is considering the creation of a redevelopment district located at the northeast corner of the U.S. Highway 83 Bypass and Schulman Avenue in Finney County, Kansas, consisting of approximately 61.3 acres of land, as more particularly described herein (the “Redevelopment District”); and

WHEREAS, pursuant to the Act the City is required to set a date for a public hearing to consider the creation of the proposed Redevelopment District.

THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF GARDEN CITY, KANSAS:

SECTION 1. The governing body of the City hereby finds and determines that, pursuant to the Act:

(a) A public hearing shall be held as part of the regular meeting of the City Commission on April 17, 2012 at 1:30 p.m., in the City Commission meeting room at 301 N. 8th Street, to consider the creation of the Redevelopment District.

(b) The proposed Redevelopment District includes the following property:

That portion of the West Half of the Southeast Quarter Section 9, T24S, R32W, Finney County, Kansas, lying East of US-50/83/400 and South of 156 Commercial, Phase Four.

The boundaries of the proposed Redevelopment District are shown on the map attached to this resolution as **Exhibit A**.

(c) The proposed redevelopment district plan is generally described as the phased redevelopment of the property described in subsection (b) above into a commercial retail development, with national level tenants, anticipated to be over 400,000 square feet at full build-out, including large and small scale retail stores, restaurants and other complimentary uses. The preliminary redevelopment district plan is attached to this resolution as **Exhibit B**.

(d) A description of the proposed redevelopment district and the proposed redevelopment district plan are available for inspection at the City Clerk's office, 301 N. 8th Street, from 8:00 a.m. to 5:00 p.m., Monday through Friday.

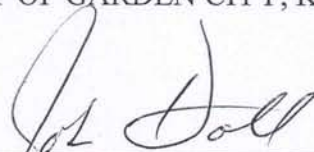
SECTION 2. This Resolution and **Exhibits A and B** shall be sent, by certified mail with return receipt requested, to the Board of Education of Unified School District No. 457, to the Board of County Commissioners of Finney County, to the Board of Trustees of Garden City Community College, and to each owner or occupant of land in the proposed redevelopment district, not less than 10 days after the date of this resolution. This resolution and **Exhibits A and B** shall also be published one time in the official city newspaper not less than one week nor more than two weeks before the public hearing date of April 17, 2012.

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ADOPTED AND APPROVED by the governing body of the City of Garden City, Kansas on March 6, 2012.

CITY OF GARDEN CITY, KANSAS

[seal]

By 
John Doll, Mayor

ATTEST:

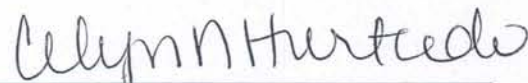
By 
Celyn N. Hurtado, City Clerk

EXHIBIT A – RESOLUTION NO. 2462-2012

(MAP OF PROPOSED DISTRICT)

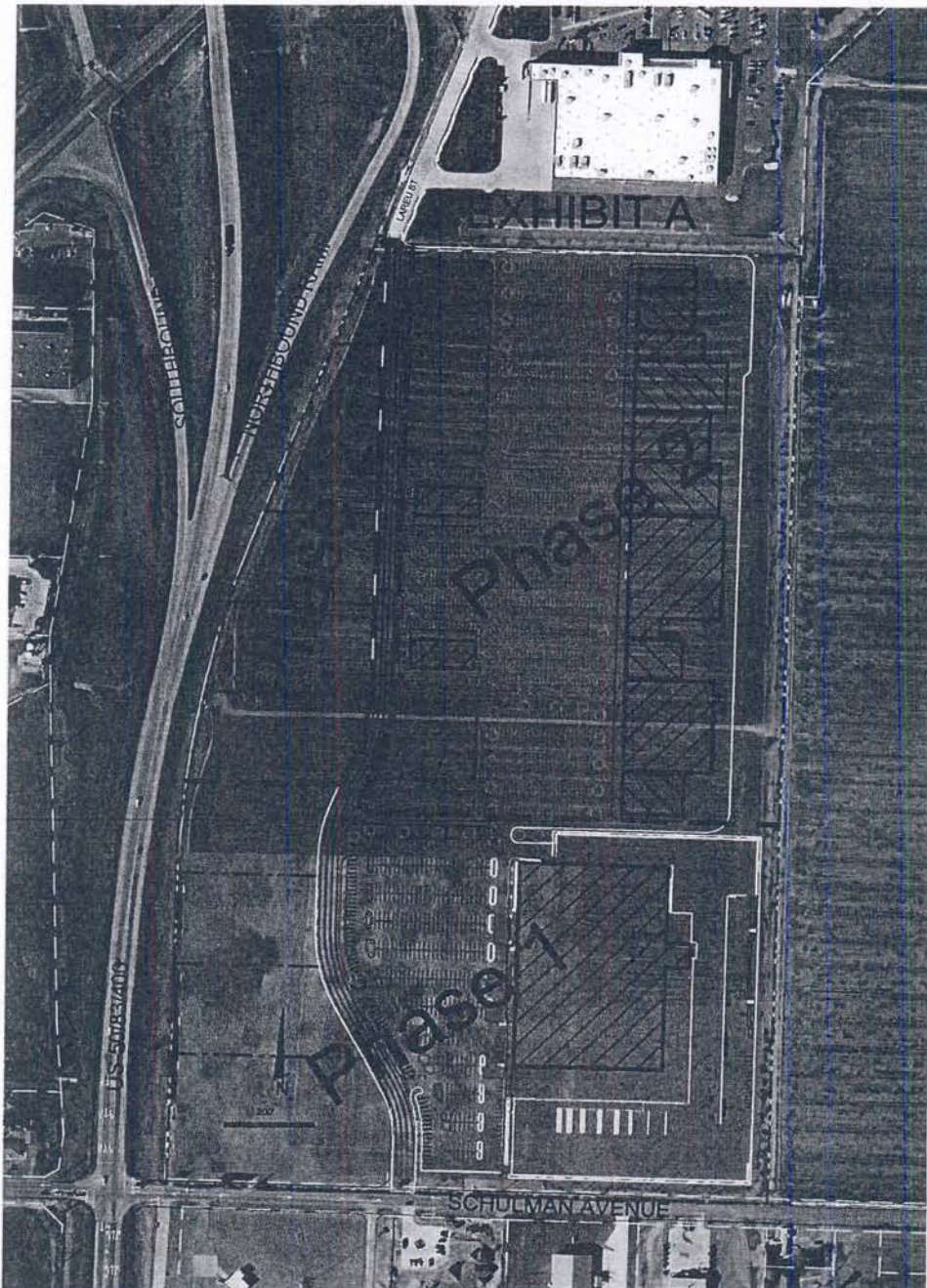


EXHIBIT B – RESOLUTION NO. 2462-2012

(REDEVELOPMENT DISTRICT PLAN)

**REDEVELOPMENT DISTRICT PLAN FOR REDEVELOPMENT
THROUGH TAX INCREMENT FINANCING
GARDEN CITY, KANSAS**

March 6, 2012

SECTION 1. PURPOSE

The City of Garden City, Kansas (the "City") intends to create a redevelopment district within the City. Kansas statutes governing the creation of redevelopment districts and tax increment financing (K.S.A. 12-1770 *et seq.*, and particularly, K.S.A. 12-1771(a)) require preparation of a "redevelopment district plan" (referred to herein as the "district plan") before creation of a redevelopment district. The district plan is the preliminary plan identifying the proposed redevelopment project areas and generally describing the buildings, facilities and improvements proposed to be constructed in such areas.

SECTION 2. DESCRIPTION OF TAX INCREMENT FINANCING

Projects financed through tax increment financing involve the creation of an "increment" in real estate property taxes. The increment is the amount of property taxes paid on the increase in assessed valuation of property in the redevelopment district over the property taxes paid in the redevelopment district before redevelopment occurs. When the aggregate tax rates of all tax jurisdictions are applied to the increased property valuation in the redevelopment district, tax increment is generated and paid to the City to fund and pay over time certain costs of the development project. The property taxes attributable to the assessed value of the district before redevelopment (the "base valuation"), are distributed to all taxing jurisdictions just as before development of the redevelopment district.

SECTION 3. REDEVELOPMENT DISTRICT

A map showing the boundaries of the proposed redevelopment district is attached as **Exhibit A**. The proposed redevelopment district is will be annexed within the city limits of Garden City, Kansas before creation of the redevelopment district and consists of 61.3 acres (more or less) of currently undeveloped real estate, located at the northeast corner of the intersection of U.S. Highway 83 Bypass and Schulman Avenue and southeast of the existing southern terminus of Lareu Street..

The proposed redevelopment district qualifies as an "eligible area" for tax increment financing because it is an area in the City designated as an enterprise zone before July 1, 1992, pursuant to K.S.A. 12-17,107 to 12-17,113 before such statutes were repealed, and the development of the area is necessary to promote the general and economic welfare of the City.

SECTION 4. REDEVELOPMENT PROJECT

The proposed district is near existing large retail stores in the City, including Home Depot and Wal-Mart, and is in an area identified by the City as desirable for additional retail development. The establishment of the proposed redevelopment district will permit the City to aid in financing of

land acquisition, infrastructure and site development and to partner with private developers to bring additional retail and other commercial development to the City.

The proposed redevelopment project consists of the acquisition of the site, necessary infrastructure and site improvements to permit a full scale commercial development anticipated to include over 400,000 square feet of retail/commercial space at full build out, with national level tenants, large and small scale retail, restaurants and complimentary uses. The project is expected to develop in two phases, with the first phase including highway, street and infrastructure improvements, site development and construction of one large big box retail store, development of four (4) out lots for retail, parking and related infrastructure. The second phase of the project will include development of the remaining property in the district including larger retail sites and smaller out lots consistent with a detailed project plan to be approved by the City.

SECTION 5. TAX INCREMENT FINANCING

Kansas statutes governing tax increment financing allow such financing to be used for property acquisition, site preparation, utilities, drainage, street improvements, landscape amenities, public outdoor spaces, streetscape amenities and parking facilities in a redevelopment district. The City anticipates using tax increment financing pay a portion of these costs related to the proposed project. The project plan (described in Section 6) and development agreements between the City and private developers will specify details. The anticipated plan contemplates that 100% of the tax increment attributable to the redevelopment will be pledged to finance such costs for a period not exceeding 20 years as provided by law. Tax increment financing may be accomplished by issuing the City's special obligation bonds and/or the City's general obligation bonds with such bonds payable over time from the tax increment. Financing may also be structured as "pay as you go" reimbursement over time. The City is considering financing certain highway, street and related infrastructure improvements related to the project independently of any tax increment financing.

SECTION 6. PROJECT PLAN

The statutes governing tax increment financing and redevelopment districts require that all proposed redevelopment projects in a redevelopment district be presented to and authorized by the City Commission through its approval of detailed "project plans". Each project plan will identify specific project areas within the redevelopment district and will include detailed descriptions of the proposed improvements and methods of financing. Before approving a project plan the City must obtain a financial feasibility study as required by statute. Project plans must be reviewed by the Holcomb-Garden City - Finney County Area Planning Commission and are submitted to a public hearing after published notice and notification of affected property owners. Before going forward a project plan must be adopted by a two-thirds majority of the City Commission. No tax increment may be applied to a redevelopment project until a project plan is approved.



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 March 21, 2012

Faculty Senate Program Spotlight: Drama & Fine Arts

The March Program Spotlight focuses on the Drama Department with a review of the numerous activities, special events and productions completed and/or upcoming for this school year. These events include the fall production, KCACTF, student involvement at the festival, the dinner theatre and a special invitation to the board to attend Man of La Mancha. The Fine Arts Day career exploration opportunity held on March 1, 2012 will also be reviewed. Presenter: Drama Instructor Phil Hoke.

Faculty Senate Meeting Highlights

- Faculty Senate Elections for 2012-2013
- Faculty Breakfast/Lunches with Dr. Swender are continuing. These opportunities are provided to encourage information sharing between faculty members and our CEO.
- Continuing work with faculty, the TLC and IT to expand technology usage and opportunities to continually improve teaching and learning in the classroom.
- Faculty Peer Observations are in progress for approximately 1/3 of the faculty to promote peer sharing of ideas for instructional excellence.

MEETING OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE

February 8, 2012

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

Others Present: Debra Atkinson, Deputy Clerk
Kevin Brungardt, Dean of Academics
Dr. Lenora Cook, Dean of Technical Education
Brittany Garcia, President of Student Government Association
Rachel Gray, *Garden City Telegram*
Cynthia Johnson, Allied Health Program Specialist, Title V
Micah Kasriel, Coordinator of Student Activities
Deanna Mann, Assistant to President for Grants and Accreditation
Cathy McKinley, Dean of Continuing Education and Community Services
Linda Morgan, Faculty Senate President/Criminal Justice Instructor
Steve Quakenbush, Director of Information Services and Publications
Ryan Ruda, Dean of Student Services
Jeff Southern, Director of Information Technology
Dr. Herbert Swender, President
Dee Wigner, Vice President, Operations and Finance
Patsy Zeller, Director of Nursing and Allied Health

CALL TO ORDER:

Chair Worf called the meeting to order at 6:00 PM.

COMMENTS FROM THE CHAIR:

Chair Worf made the following comments:

- Noted that the Vocal Music department valentine concert is tomorrow, Thursday, February 9, 7:30 p.m. in the auditorium of Pauline Joyce Fine Arts Building.
- Encouraged all to attend the Archie Oliver Painting Exhibition that is currently open in Mercer Gallery. The collection will be on display through February 25.
- Reminded trustees about the February 16-19 dinner theatre presentation of “Almost Maine”, by the GCCC Drama department.
- Remarked that both women’s and men’s basketball is in full swing.
- Noted that April 13 has been chosen by the GCCC Endowment Association for the annual scholarship auction, entitled “Lucky 13.” Told trustees that admission wristbands and donation drawing car tickets were available for purchase.
- Remarked that Trustee Ron Schwartz will be in Washington, DC February 13-16 for the ACCT National Legislative Summit.
- Remarked that Phi Theta Kappa-All Kansas Academic Team awards luncheon is noon Thursday, February 16 at the Ramada Hotel, Topeka Kansas.

OPEN COMMENTS FROM PUBLIC:

Chair Worf noted that no one from the public had registered to make comments.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Brittany Garcia, President of Student Government Association, shared highlights:

Past Events:

- On January 16, celebrated Martin Luther King Jr. Day with campus and community. The guest speaker was Mahatma Gandhi's grandson, Arun Gandhi along with a poetry presentations by students and music by the Mount Zion Church of God in Christ choir
- January 19, SGA hosted movie night, showing "Contraband," with 159 students attending.
- January 26, approximately 150 students participated in Bowl Mania.

Future Events:

- February 16, Breakfast Bingo from 8-10 p.m. in the cafeteria. The theme is "Breakfast in Hawaii."
- "Glow Crazy" is the theme for the February 23 dance planned in the portico from 9 p.m. to midnight.
- Casino Night is Thursday, March 1, 8:30-11:30 p.m. in the BTSC. Theme for this event is "Mardi Gras." Volunteers are needed.
- March 8 "We Make You Laugh" will take place in the cafeteria.

SGA was awarded a grant from the Tobacco Free Campus Collation to promote the Tobacco Free campus initiative. Garcia told trustees that SGA would be reporting on results from acquisition of the grant, which is renewable on a yearly basis.

SGA is in the process of scheduling regular meetings with President Swender.

Trustee Clifford encouraged SGA to look at the impact that scheduled activities have in addition to routine reporting of what transpired.

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. Morgan added that faculty breakfasts/lunches with Dr. Swender have been scheduled for February and March. In addition, work continues with faculty, the Teaching and Learning Center and Information Technology to expand technology usage and opportunities to continually improve teaching and learning in the classroom.

(Supporting documents filed with official minutes.)

Program Report:

Nursing and Allied Health Department

Patsy Zeller, Director of Nursing

Cynthia Johnson, Allied Health Program Specialist, Title V

Patsy Zeller, director of nursing, with assistance from Cynthia Johnson, allied health program specialist, title V, outlined advances made in the college's two-year registered nursing program, one-year practical nursing program, paramedic-to RN bridge program and allied health program. The allied health curriculum serves people who want to become certified nurse aides, certified medication aides, EKG technicians, phlebotomy technicians, pharmacy technicians, rehabilitative aides or home health aides, as well as individuals who want to work in medical terminology or respiratory therapy, or gain IV certification.

Zeller told trustees about efforts to recruit students, build an interactive website for potential students and work with young people at the high school and earlier levels on health care career goals. The program can simultaneously serve 20 practical nursing and 40 registered nursing students, along with 10 individuals each in the paramedic-to-RN program and an LPN-to-RN program. Zeller reported that the program is not currently at capacity.

Trustees inquired about the program enrollment and Zeller related that there were several factors contributing to the lower numbers. Nursing candidates are required to take an entrance test in order to be accepted into the program. If the minimum score is not reached, candidates are not allowed to enroll, but are encouraged and counseled to determine how to reapply and what avenues are available for reapplication.

Zeller expressed her appreciation to GCCC Information Technology and Graphic-Web Designer Tiffany Heit for extensive their assistance with the nursing web page as a great recruiting tool.

Board Members expressed appreciation to Zeller and Johnson for their report.

CONSENT AGENDA

Chair Worf asked if Trustees wished to add or remove any items from the consent agenda for discussion. Trustee Clifford requested that item "D" be removed for a separate vote.

Chair Worf then asked for a motion approving consent agenda items A, B, C, and E

Motion:

Clifford, moved, seconded by Douglass, to approve consent agenda items A, B, C, E as presented

Trustees inquired about what happens to old computer hardware. Dee Wigner, Vice President, Finance, Operations told trustees that various non-profit organizations were notified and if they wished, monitors were given to them. Hard drives are removed and destroyed.

Motion carried 6-0

Approved actions follow:

- (A) APPROVED MINUTES** of previous meeting (January 11, 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.)
 - (E) APPROVED FEES FOR 2012-2013**
 - E-1 Approved Microsoft Licensing**
 - Vendor: Zones, Inc.
 - For: Third and final payment on three year licensing agreement
 - Amount: \$21,779.00
 - E-2 Approved Computer Hardware Purchase**
 - Vendor: CDW-Government
 - For: 100 desktop and notebook computers and monitors
 - Amount: \$88,200
- (Supporting documents filed with official minutes.)

PULLED CONSENT AGENDA ITEM E TUITION AND FEES:

President Herbert Swender shared with trustees that tuition and fees are determined in February so that promotional items can be updated for fall recruitment. Recommendations are based on analysis of data, such as rates of other Kansas community colleges, trends as well as actual and historical costs.

Proposed increased for FY 13:

- In-state tuition increase \$5.00 to \$50 per credit hour
- Out-of-state tuition increase \$5.00 to \$70.00 per credit hour
- Establish new border state tuition (CO, NE, MO, OK, TX, NM) \$65.00.00 per credit hour
- International student tuition increase from \$67.00 to \$90.00 per credit hour

Increase student fee \$1.00 to \$27.00 per credit hour

Increase room rates by \$200 per year. A new procedure will be implemented allowing a \$200 per year discount on room rate for resident students who are enrolled full-time on 20th day (certification day) and have all paperwork complete, including enrollment by July 1.

Maintain meal plan rates at \$2,400 per year for 19 meal plan and \$2,350 for 15 meal plan.

Motion:

Douglass moved, seconded by Sterling to accept the proposed increases for FY 13 as presented.

Motion passed 6-0

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed Personal Enrichment #1, #2.

Chair Worf encouraged Swender to convey his thoughts on the CEO interpretation portion of all monitoring reports.

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 Asset Protection, Annual #1-#7.

No changes were recommended.

OWNERSHIP LINKAGE:

Trustee Schwartz noted that he had recently visited with Mark Najera, former GCCC Student Government President. Najera is currently attending Washburn University and interning with State Senator Garette Love.

Schwartz shared an observation from Dr. Lauren Welch, a retired surgeon and former board member, who told Schwartz that GCCC graduates have a high acceptance rate at the University of Kansas School of Medicine.

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:

Automotive:

Swender informed the board that the GCCC Automotive Technology Program is going to remain in operation, with adjustments and adaptations, rather than closing as previously scheduled.

Mary Jo Williams Charitable Trust:

Swender celebrated the Mary Jo Williams Charitable Trust, which has allocated four new grant awards to programs at GCCC, including \$29,985 to the John Deere Tech Program, \$3,104.50 to the GCCC Science and Math Division, \$2,675 to the GCCC Physical Plant and \$8,732 to Saffell Library and the Mary Jo Williams

Comprehensive Learning Center. The Garden City-based trust, which works closely with the GCCC Endowment Association, has provided the college with combined gifts of more than \$1 million since 1988.

GCCC Drama:

Swender recognized Phil Hoke, GCCC drama director, who recently took six students to the Iowa State University campus in Ames, Iowa, for this year's Region V Kennedy Center American College Theater Festival, where each placed in the top five during first round competition and several earned individual awards.

GCCC Endowment:

"Lucky 13" is the theme chosen for the 2012 GCCC Endowment Association Scholarship Auction, scheduled for 6:30 p.m., Friday, April 13 at the Finney county Exhibition Building. Swender encouraged everyone to purchase admission wristbands and donation drawing car tickets.

Meats Team:

Swender congratulated the GCCC Meats Team for their recent successes, including the 2011 reserve nation championship/

Visitors to GCCC:

Swender told trustees that it was an honor and delight to have Arun Gandhi, grandson of Mahatma Gandhi as the featured speaker at GCCC Martin Luther King Day.

GCCC was privileged to have Dr. Andy Tompkins, Kansas Board of Regents executive director, also visiting. It was an excellent opportunity to get better acquainted.

Legislative:

President Swender shared with trustees that the recent Kansas sessions have been interesting. • Trustees learned that it's possible, due to legislation advancing in Topeka, that Kansas concealed carry handgun permit holders may gain the legal right to take firearms onto college campuses.

Swender told trustees that he is delighted with Governor Brownback's emphasis on career and technical education and applauded him for his leadership.

Facility Usage Fees for 2012-2013:

Swender provided an outline of facility usage policies to the Board. Swender explained stated that the document showed public availability of GCCC classrooms, meeting locations and other sites.

The Endowment, Bill Kinney and Bronbuster Rooms in the Beth Tedrow Student Center are each available for \$50 per hour, as are classrooms. For lecture halls, rental is \$100; with a charge of \$250 hourly for one of the college gymnasiums or the auditorium of the Pauline Joyce Fine Arts Building. Set-up and tear-down costs begin at \$100, with custodial charges at \$30 per hour and technical support at \$50 hour. Technology usage fees in connection with campus facilities range from \$50 to \$100 hourly, depending on needs.

Swender informed trustees that the policy and charges were designed to make campus facilities available to public at reasonable rates, but also cover costs, Facility usage is coordinated through a single campus scheduler. The policy is also designed to define hours of availability; protect college equipment and property; exclude tobacco inside campus buildings, as well as exclude alcohol from the campus; and stipulates that opinions expressed by individuals or organizations using GCCC facilities are not representative of the college. Swender noted that fees may be waived for public entities or partner organizations.

Other:

There was a brief discussion on the possibility of developing a short term Certified Driver's License program at GCCC. Necessary discussions are taking place.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Schwartz told board members that FCEDC had received 13 applications for the vacant president's position, and currently a review committee is looking at them.
- Schwartz distributed copies of the 2011 Finney County Economic Development Corporation Annual Report.
- Schwartz expressed his appreciation and thanks to GCCC Board and President Swender for allowing Cathy McKinley, dean of continuing education and community services, to serve the last two years as chair of the FCEDC board, saying it was very beneficial to us.

Chair Worf asked trustees to review the listed calendar dates.

EXECUTIVE SESSION:

Chair Worf recessed the board at 7:30 p.m. for a short 10 minute break. Board will reconvene into a 30 minute executive session at 7:40 p.m. for the purpose of preliminary discussion relating to acquisition of real property. No action will be taken.

Persons included in executive session:

GCCC Board of Trustees

Herbert J. Swender, President

Dee Wigner, Vice President Finance and Operations

Meeting adjourned at 8:30 p.m.

UPCOMING CALENDAR EVENTS:

Feb. 13-16 ACCT National Legislative Summit in Washington D.C.
Feb 15-16 KACCT/COP/PTK-All USA meetings in Topeka
Feb 20 President's Day – NO CLASSES – OFFICES CLOSED
Mar. 12-16 Spring break – NO CLASSES – OFFICES OPEN Monday-Wednesday
Mar. 21 Regular monthly meeting, Endowment Room. Dinner 5:00 p.m.; call to order at 6:00 p.m.
April 6, 9 Easter Break – NO CLASSES – OFFICES CLOSED
April 11 Regular monthly meeting, Endowment Room. Dinner 5:00 p.m. call to order at 6:00 p.m.
April 13 Annual Endowment Association Scholarship Auction
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July 4 Independence Day holiday – NO CLASSES – OFFICES CLOSED

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

Terri Worf
Chair of the Board

Agenda No: II-B

Date: March 21, 2012

**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 presented monthly to the board. 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.

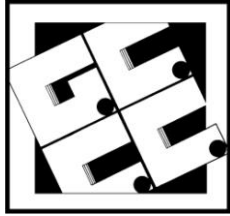
Recommended Board Action:

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

February 27, 2012

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

New Hire

Edmond Fischer, Industrial Maintenance Technology Instructor, effective February 10, 2012
Diane Garvey, GED Instructor/Assistant, effective March 1, 2012

Separations

Dusty Baumann, Cheerleader Coach, effective April 30, 2012

Retirement

Dr. John Fitzgerald, Chemistry Instructor, effective July 31, 2012

Transfers/Promotions

Vacancies

ETS – Educational Advisor
Animal Science/Food Safety Instructor
Technical Education Case Manager
Custodian
Community Prevention Assistant
Nursing 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
 ADJUNCT/OUTREACH FACULTY CONTRACTS
 (Presented to Board of Trustees for Approval 3/21/12)**

INSTRUCTOR	CLASS	AMOUNT
Baumann, Dusty	Fundamentals of Weightlifting I (HPER-191-10) (combined w/ HPER-192-10) 1.00 FLC x \$500.00/FLC 11-00-0000-11070-5260 1/11 – 5/17/12	\$ 500.00
Baxter, Marc	String Ensemble I (MUSC-126-90) (combined w/ MUSC-127-90 & MUSC-203-90) 3.34 FLC x \$470.00/FLC 11-00-0000-11033-5260 1/11 – 5/17/12	\$ 1,569.80
Baxter, Marc	Applied Music: Instrumental I (MUSC-102-12) 1.34 FLC x \$470.00/FLC 11-00-0000-11033-5260 1/11 – 5/17/12	\$ 629.80
Carpenter, Shauna	English I (ENGL-101-01) 3.75 FLC x \$470.00/FLC 11-00-0000-11021-5260 1/11 – 5/17/12	\$ 1,762.50
Carpenter, Shauna.	Creative Writing (LITR-240-90) 3.75 FLC x \$470.00/FLC 11-00-0000-11021-5260 1/11 – 5/17/12	\$ 1,762.50
Erskin, Nadine	Basic Manual Communication I (SPED-120-90) 3.00 FLC x \$400.00/FLC 11-00-0000-11060-5260 1/11 – 5/17/12	\$ 1,200.00
Everman, Anthony	Outdoor Recreation (HPER-202-90) 3.00 FLC x \$470.00/FLC 11-00-0000-11070-5260 1/11 – 5/17/12	\$ 1,410.00
Harsha, Kenneth	Accounting Basics (ACCT-101-02) 3.00 FLC x \$600.00/FLC 12-00-0000-12010-5260 1/11 – 5/17/12	\$ 1,800.00
Heaton, Stephen	College Algebra (MATH-108-90) 3.00 FLC x \$480.00/FLC 11-00-0000-11050-5260 1/11 – 5/17/12	\$ 1,440.00
Hornbaker, Stephanie.	Introduction to Corrections (CRIM-114-90) 3.00 FLC x \$470.00/FLC 12-00-0000-12240-5260 1/11 – 5/17/12	\$ 1,410.00
Kasriel, Matthew	Fire Instructor I (FIRE-204-30) 1.00 FLC x \$500.00/FLC 12-00-0000-12241-5260 1/11 – 5/17/12	\$ 500.00
Kasriel, Micah	Academic Recovery & Success (PCDE-110-01) 1.00 FLC x \$435.00/FLC 11-00-0000-11080-5260 1/11 – 5/17/12	\$ 435.00

Kasriel, Micah	Academic Recovery & Success (PCDE-110-90) 1.00 FLC x \$435.00/FLC 11-00-0000-11080-5260 1/11 – 5/17/12	\$ 435.00
Kelly, Cindy	English I (ENGL-101-90) 3.75 FLC x \$500.00/FLC 11-00-0000-11021-5260 1/11 – 5/17/12	\$ 1,875.00
Kelly, Cindy	English II (ENGL-102-90) 3.75 FLC x \$500.00/FLC 11-00-0000-11021-5260 1/11 – 5/17/12	\$ 1,875.00
Kemper, Mary	Interpersonal Communication I (SPCH-113-90) 3.00 FLC x \$480.00/FLC 11-00-0000-11022-5260 1/11 – 5/17/12	\$ 1,440.00
Kemper, Mary	Public Speaking (SPCH-111-90) 3.00 FLC x \$480.00/FLC 11-00-0000-11022-5260 1/11 – 5/17/12	\$ 1,440.00
Lamb, Colin	Teamleading/Collab Leadership (PSYC-206-01) 3.00 FLC x \$470.00/FLC 11-00-0000-11060-5260 1/11 – 5/17/12	\$ 1,410.00
Larson, Barbara	College Math (MATH-105-90) 3.00 FLC x \$500.00/FLC 11-00-0000-11050-5260 1/11 – 5/17/12	\$ 1,500.00
Linville, Donald	Managerial Accounting (ACCT-202-90) 3.00 FLC x \$500.00/FLC 12-00-0000-12010-5260 1/11 – 5/17/12	\$ 1,500.00
McClure, Timmey	Gangs (CRIM-210-90) 3.00 FLC x \$470.00/FLC 12-00-0000-12240-5260 1/11 – 5/17/12	\$ 1,410.00
McFee, Dan	Karate/Self Defense – Beg (HPER-161B-90) 2.33 FLC x \$435.00/FLC 11-00-0000-11070-5260 1/11 – 5/17/12	\$ 1,013.55
McVey, Michael D.	Elementary Ethics (PHIL-102-01) 3.00 FLC x \$500.00/FLC 11-00-0000-11023-5260 1/11 – 5/17/12	\$ 1,500.00
McVey, Michael D.	Understanding New Testament (LITR-231-90) 3.00 FLC x \$500.00/FLC 11-00-0000-11023-5260 1/11 – 5/17/12	\$ 1,500.00
Merz, Steven	Comp Aided Drafting I – Engr (DRFT-104E-90) 3.00 FLC x \$400.00/FLC 12-00-0000-12260-5260 1/11 – 5/17/12	\$ 1,200.00
Miller, Sharron	Certified Nurse Aide (HELR-1023-01) 3.00 FLC x \$1,223.50/FLC 12-00-0000-12203-5260 1/10 – 5/8/12	\$ 3,670.50

Miller, Sharron	Certified Nurse Aide Lab (HELR-102L-01) 2.33 FLC x \$1,223.50/FLC 12-00-0000-12203-5260 1/10 – 5/8/12	\$ 2,850.76
Miller, Sharron	Certified Nurse Aide Lab (HELR-102L-01A) 2.33 FLC x \$1,223.50/FLC 12-00-0000-12203-5260 1/10 – 5/8/12	\$ 2,850.76
Moquett, Katrina	Fundamentals of Weightlifting I (HPER-191-06) (combined w/ HPER-192-06) 1.00 FLC x \$470.00/FLC 11-00-0000-11070-5260 1/11 – 5/17/12	\$ 470.00
Moquett, Katrina	Substance Abuse (HPER-107-01) 3.00 FLC x \$470.00/FLC 11-00-0000-11070-5260 1/11 – 5/17/12	\$ 1,410.00
Munoz, Kellee	Academic Recovery & Success (PCDE-110-30) 1.00 FLC x \$470.00/FLC (Online course ext. amt – 0.136 x \$470/FLC x 1 cr. hr = \$63.92) 11-00-0000-11080-5260 1/11 – 5/17/12	\$ 533.92
Myers, Shawn	Introduction to Multimedia (JRNL-130-90) 3.00 FLC x \$400.00/FLC 11-00-0000-11025-5260 1/11 – 5/17/12	\$ 1,200.00
Neff, Martin	Basic PLC/SLC Programming (INPR-241-01) 3.00 FLC x \$700.00/FLC 12-00-0000-12271-5260 1/23 – 1/27/12	\$ 2,100.00
Neri, Juan	Intro Computer Concepts & Appl (CSCI-110-90) 3.00 FLC x \$435.00/FLC 12-00-0000-12012-5260 1/11 – 5/17/12	\$ 1,305.00
Neuman, Jeri	Anatomy & Physiology I (BIOL-211-02) 4.33 FLC x \$500.00/FLC 11-00-0000-11040-5260 1/11 – 5/17/12	\$ 2,165.00
Neuman, Jeri	Anatomy & Physiology II (BIOL-212-90) 4.33 FLC x \$500.00/FLC 11-00-0000-11040-5260 1/11 – 5/17/12	\$ 2,165.00
Nichols, Kip	Bowling (HPER-118-90) 1.34 FLC x \$400.00/FLC 11-00-0000-11070-5260 1/11 – 5/17/12	\$ 536.00
Rainman, Valerie	Elementary Spanish II (LANG-1331-90) 5.00 FLC x \$480.00/FLC 11-00-0000-11020-5260 1/11 – 5/17/12	\$ 2,400.00
Rainman, Valerie	Intro to Conv. Spanish II (LANG-131-90) 2.00 FLC x \$480.00/FLC 11-00-0000-11020-5260 1/11 – 5/17/12	\$ 960.00

Routon, Timothy	Applied Music: Instr I-IV (MUSC-102/103/203/204-90) 6.70 FLC x \$550.00/FLC 11-00-0000-11033-5260 1/11 – 5/17/12	\$ 3,685.00
Wasinger, Blake	Principles of Biology (BIOL-105-90) 5.66 FLC x \$500.00/FLC 11-00-0000-11040-5260 1/11 – 5/17/12	\$ 2,830.00
Wells, Sarah	Medical Terminology (EMIC-104-90) 3.00 FLC x \$400.00/FLC 12-00-0000-12203-5260 1/11 – 5/17/12	\$ 1,200.00
OUTREACH FACULTY		
Bowser, Michael	Public Speaking (SPCH-111-DE) 3.00 FLC x \$480.00/FLC 11-00-0000-11022-5220 1/11 – 5/2/12	\$ 1,440.00
Kasselman, Lalani	Nursing Home Med. Aide (HELR-1033-SC) 3.11 FLC x \$470.00/FLC 12-00-0000-12203-5220 1/3 – 5/11/12	\$ 1,461.70
Kasselman, Lalani	Nursing Home Med. Aide Lab(HELR-103L-SC) 3.35 FLC x \$470.00/FLC 12-00-0000-12203-5220 1/3 – 5/11/12	\$ 1,574.50
Rogers, Stacy	Principles of Biology (BIOL-105-SC) 5.66 FLC x \$500.00/FLC 11-00-0000-11040-5220 1/12 – 5/14/12	\$ 2,830.00
Van Dolah, Patricia	Public Speaking (SPCH-111-HO) 3.00 FLC x \$470.00/FLC 11-00-0000-11022-5220 1/5 – 5/10/12	\$ 1,410.00
TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS		\$ 73,566.29

**GARDEN CITY COMMUNITY COLLEGE
FACULTY CONTRACTS FOR NON-CREDIT CLASSES
(Presented to Board of Trustees for Approval 3/21/12)**

INSTRUCTOR	CLASS	AMOUNT
Baker, Paula	Excel 2007 Intermediate - Evening (COMP302-18) 12 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 2/27 - 3/7/12	\$ 360.00
Chappel, Angelica Castillo	Pronto Spanish (COMM108-01) 16 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 2/13 - 3/7/12	\$ 480.00
Douglass, Lucille	KS Carry Concealed Handgun - 8 Hour Class (CRMJ300-73) 3 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 2/4/12	\$ 90.00

Douglass, Lucille	KS Carry Concealed Handgun - 8 Hour Class (CRMJ300-73) 4 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 2/4/12	\$ 120.00
Ellis, Taryn	Harnessing Innovation (PROF134-03) 4 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 2/21/12	\$ 120.00
Linville, Donald	Performance Management - Daytime (PROF119-06) 4 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 2/7/12	\$ 120.00
Linville, Donald	Conflict Management (PROF122-06) 4 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 2/14/12	\$ 120.00
Moore, Nicole	All About The Web (COMP142-04) 4 contact hour(s) @ \$25.00/hour 14-00-8006-31000-5270 2/14 - 2/16/12	\$ 100.00
Moore, Nicole	Quickbooks Fundamentals - Evening (COMP701-27) 8 contact hour(s) @ \$25.00/hour 14-00-8004-31000-5270 2/7 - 2/9/12	\$ 200.00
Moore, Nicole	Discover E-Mail (COMP141-04) 4 contact hour(s) @ \$25.00/hour 14-00-8006-31000-5270 2/28 - 3/1/12	\$ 100.00
Morphew, Jamie	Quickbooks Fundamentals - Daytime (COMP701-26) 8 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 2/21 - 2/23/12	\$ 240.00
Munoz, Jessie	CDL Exam Prep (TECH100-18) 14 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 2/11 - 2/25/12	\$ 420.00
Pardo, Carlos	KS Carry Concealed Handgun - 8 Hour Class (CRMJ300-73) 4 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 2/4/12	\$ 120.00
Prewitt, Robert D.	KS Carry Concealed Handgun - 8 Hour Class (CRMJ300-73) 4 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 2/4/12	\$ 120.00
Ronn, Mark T.	KS Carry Concealed Handgun - 8 Hour Class (CRMJ300-73) 10 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 2/4/12	\$ 300.00
Stubblefield, Robert	Woodworking (HMGD175-14) 48 contact hour(s) @ \$20.00/hour 14-00-8006-31000-5270 2/21 - 5/29/12	\$ 960.00
Wilson, Mary	Excel 2007 Intermediate - Daytime (COMP302-17) 8 contact hour(s) @ \$30.00/hour	\$ 240.00

14-00-8004-31000-5270
2/7 - 2/9/12

TOTAL NON-CREDIT FACULTY CONTRACTS

\$ 4,210.00

14-00-8004-31000-5270 \$ 2,300.00 (Business & Industry)
14-00-8006-31000-5270 \$ 1,160.00 (Personal Enrichment)
14-00-8033-31000-5270 \$ 750.00 (Public Safety)

**GARDEN CITY COMMUNITY COLLEGE
SERVICE CONTRACTS
FOR ADJUNCT FACULTY**

(Presented to Board of Trustees for Approval 3/21/12)

INSTRUCTOR	CLASS	AMOUNT
Fischer, Melanie (We Care Online LLC)	Certified Nurse Aide (online) (HELR-1025-30) 3.00 FLC x \$470.00/FLC (Online class Ext. amt: 0.136 x \$470 x 3 cr. Hr = \$191.76) 12-00-0000-12203-6605 2/13 – 3/12/12	\$ 1,601.76

TOTAL ADJUNCT SERVICE CONTRACTS

\$ 1,601.76

Agenda No: II-C

Date: March 21, 2012

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
MARCH 2012

Purchases over \$20,000 requiring bid sheet:

No purchases to report this month

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

- Check #213054 to Dick Construction for \$74,978.60 for remodeling on the Administration Building and the Access and Opportunity Center. The Board previously approved these projects.
- Check #213201 to Broncbuster Bookstore for \$106,982.39 for Spring 2012 book vouchers.
- Check #213203 to City of Garden City for \$35,723.95 for utilities.
- Check #213421 to Great Western Dining for \$36,360.20 for various invoices.
- Check #213436 to Lewis Hooper & Dick, LLC for \$28,383.00 for partial payment on FY11 audit services.
- Check #214039 to Blue Cross and Blue Shield of Kansas for \$99,473.83 for employee health insurance premiums for March.

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	405.00-	1,406,859.98-	1,724,000.00-	317,140.02-	18.40
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	16,404.00-	158,852.00-	425,000.00-	266,148.00-	62.62
11-00-0000-00000-4003 AUTOMATION ELECT C	0.00	0.00	1,831.00-	0.00	1,831.00	0.00
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	1,235.00-	276,185.00-	465,000.00-	188,815.00-	40.61
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	68.00-	41,587.00-	59,100.00-	17,513.00-	29.63
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	2,380.00-	49,134.25-	70,000.00-	20,865.75-	29.81
11-00-0000-00000-4007 TECHNOLOGY FEE-C	0.00	972.00	295,389.76-	353,000.00-	57,610.24-	16.32
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	1,260.00-	26,030.25-	32,000.00-	5,969.75-	18.66
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	409.80-	1,909.10-	45,000.00	46,909.10	104.24
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	268.00-	15,745.00-	0.00	15,745.00	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	25.00-	7,535.00-	10,000.00-	2,465.00-	24.65
11-00-0000-00000-4512 VENDING MACHINES :	0.00	534.67-	6,181.42-	12,000.00-	5,818.58-	48.49
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,873,661.00-	1,872,448.00-	1,213.00	0.05-
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	5,339,431.10-	7,225,715.00-	1,886,283.90-	26.11
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	488,106.21-	643,541.00-	155,434.79-	24.15
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	6,344.67-	9,700.00-	3,355.33-	34.59
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	106,410.34-	225,000.00-	118,589.66-	52.71
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	48,163.84-	104,101.00-	55,937.16-	53.73
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	17,637.07-	19,715.00-	2,077.93-	10.54
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	1,673.16-	11,102.58-	100,000.00-	88,897.42-	88.90
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	1,672.04-	66,712.35-	95,000.00-	28,287.65-	29.78
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	10,782.24-	17,690.37-	65,000.00-	47,309.63-	72.78
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	1,050.00-	10,027.38-	16,000.00-	5,972.62-	37.33
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	270,000.00-	270,000.00-	100.00
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Totals for FUND: 11 - GENERAL	0.00	37,194.91-	10,401,281.30-	13,926,320.00-	3,525,038.70-	25.31
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12-00-0000-00000-4003 AUTOMATION ELECT C	0.00	0.00	11,767.00-	20,000.00-	8,233.00-	41.17
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	1,946.00-	94,922.22-	100,900.00-	5,977.78-	5.92
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	656,874.00-	656,839.00-	35.00	0.00
12-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	0.00	1,524,285.00-	1,524,285.00-	100.00
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Totals for FUND: 12 - PTE FUND	0.00	1,946.00-	763,563.22-	2,302,024.00-	1,538,460.78-	66.83
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61-00-0000-00000-4103 TAX CREDIT DONATIO	0.00	0.00	347,000.00-	347,000.00-	0.00	0.00
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	294,176.43-	486,809.00-	192,632.57-	39.57
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	27,109.90-	35,752.00-	8,642.10-	24.17
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	352.40-	539.00-	186.60-	34.62
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	5,921.54-	10,515.00-	4,593.46-	43.68
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	3,868.58-	5,783.00-	1,914.42-	33.10
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	1,238.14-	1,095.00-	143.14	13.06-
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	5,779.76-	7,400.00-	1,620.24-	21.90
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Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	685,446.75-	894,893.00-	209,446.25-	23.40
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Totals for BUDGET.OFFICER: Unassigned	0.00	39,140.91-	11,850,291.27-	17,123,237.00-	5,272,945.73-	30.79

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	3,941.59	3,941.59	100.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	4,107.99	28,755.58	93,524.00	64,768.42	69.25
DEPARTMENT: 11020 - HUMANITIES	0.00	210.43	5,605.91	31,536.00	25,930.09	82.22
DEPARTMENT: 11021 - ENGLISH	1,125.00	26,492.73	208,904.70	364,214.00	154,184.30	42.33
DEPARTMENT: 11022 - SPEECH	0.00	4,125.17	34,880.58	73,604.00	38,723.42	52.61
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	1,614.75	0.00	1,614.75-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	1,759.79	2,892.00	1,132.21	39.15
DEPARTMENT: 11025 - JOURNALISM	0.00	6,463.04	34,724.10	61,543.00	26,818.90	43.58
DEPARTMENT: 11026 - BROADCASTING	0.00	48.07	1,676.36	9,854.00	8,177.64	82.99
DEPARTMENT: 11030 - ART	1,558.25	13,561.41	91,684.37	144,755.00	51,512.38	35.59
DEPARTMENT: 11031 - DRAMA	2,880.00	6,340.78	47,089.68	71,772.00	21,802.32	30.38
DEPARTMENT: 11032 - VOCAL MUSIC	108.49	9,322.93	56,587.86	77,494.00	20,797.65	26.84
DEPARTMENT: 11033 - INST MUSIC	766.46	14,850.27	83,619.74	146,962.00	62,575.80	42.58
DEPARTMENT: 11040 - SCIENCE	446.50	36,652.98	274,478.02	478,187.41	203,262.89	42.51
DEPARTMENT: 11050 - MATH	0.00	27,744.73	205,998.86	364,473.00	158,474.14	43.48
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	37,268.64	277,827.60	518,252.00	240,424.40	46.39
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	12,224.66	105,150.01	159,128.00	53,977.99	33.92
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	8,681.43	62,536.01	101,922.00	39,385.99	38.64
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	0.00	4,100.67	700.00	3,400.67-	485.80-
DEPARTMENT: 11081 - READING	0.00	4,877.76	35,315.91	57,039.70	21,723.79	38.09
DEPARTMENT: 11082 - ESL	0.00	5,625.40	38,824.07	71,171.00	32,346.93	45.45
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	215.30	21,788.26	20,905.00	883.26-	4.22-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	2,810.96	5,954.74	5,000.00	954.74-	19.08-
DEPARTMENT: 11095 - FORENSICS COMPETIT	0.00	0.00	0.00	11,270.00	11,270.00	100.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	101,945.72	6,184.55	211,361.06	353,000.00	39,693.22	11.24
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12014 - FINNUP LAB	0.00	5,593.77	39,174.19	79,322.00	40,147.81	50.61
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	14.74	37.09	0.00	37.09-	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	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00
DEPARTMENT: 12240 - CRIMINAL JUSTICE	0.00	4,653.50	2,134.16-	0.00	2,134.16	0.00
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	40.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.01-	269.13	807.39	1,887.00	1,079.62	57.21
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	7,356.82	19,420.21	178,684.69	399,353.00	213,311.49	53.41
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	2,422.13-	0.00	2,422.13	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	1.68	0.00	0.00	0.00	0.00
DEPARTMENT: 21100 - GRANT MANAGMENT &	0.00	13,839.75	82,383.94	140,128.42	57,744.48	41.21
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	39,773.36	59,934.00	20,160.64	33.64
DEPARTMENT: 41000 - LIBRARY	4,188.32	12,079.33	105,636.76	179,302.00	69,476.92	38.75
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	120.00	5,863.23	47,985.36	94,907.00	46,801.64	49.31
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	344.15	12,660.98	40,812.00	28,151.02	68.98
DEPARTMENT: 42001 - DEAN OF ACADEMICS	817.00	21,149.29	154,525.40	266,687.30	111,344.90	41.75
DEPARTMENT: 42002 - OUTREACH	0.00	0.00	38,726.13	82,707.00	43,980.87	53.18
DEPARTMENT: 42003 - FACULTY SENATE	337.00	1,987.11	14,316.50	29,455.00	14,801.50	50.25

DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	12,651.92	114,714.00	200,673.00	85,959.00	42.84
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	10,630.41	79,299.29	126,629.00	47,329.71	37.38
DEPARTMENT: 43000 - TRANSITION	0.00	3,276.79	26,217.60	39,615.00	13,397.40	33.82
DEPARTMENT: 50000 - DEAN OF STUDENT SE	171.12	11,037.47	95,523.90	153,646.00	57,950.98	37.72
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	28,935.00	28,395.00	540.00-	1.89-
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	11,907.00	11,907.00	0.00	0.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	9,303.90	87,591.80	147,953.00	60,361.20	40.80
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	4,889.21	20,385.53	50,279.00	29,893.47	59.46
DEPARTMENT: 50020 - FINANCIAL AID OFFI	223.82	25,204.65	175,613.86	278,604.00	102,766.32	36.89
DEPARTMENT: 50030 - ADMISSIONS	679.98	14,424.04	116,718.55	200,191.00	82,792.47	41.36
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	583.42	10,891.17	89,757.35	142,842.00	52,501.23	36.75
DEPARTMENT: 50050 - STUDENT HEALTH SER	179.97	4,718.04	29,511.13	50,780.00	21,088.90	41.53
DEPARTMENT: 50100 - DEAN OF IE/ES	0.00	0.00	28,470.58	28,471.58	1.00	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	716.00	17,983.86	280,175.85	380,203.51	99,311.66	26.12
DEPARTMENT: 55001 - MEN'S BASKETBALL	78.00	9,074.58	89,272.04	118,568.00	29,217.96	24.64
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	286.30	8,892.09	82,518.22	106,367.90	23,563.38	22.15
DEPARTMENT: 55003 - MEN'S TRACK	3,147.89	3,339.90	23,129.37	42,866.80	16,589.54	38.70
DEPARTMENT: 55004 - WOMEN'S TRACK	425.40	3,007.00	24,984.05	40,677.80	15,268.35	37.53
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	292.00	9,052.59	41,952.91	62,141.00	19,896.09	32.02
DEPARTMENT: 55006 - FOOTBALL	53.17	22,852.03	201,731.95	294,356.90	92,571.78	31.45
DEPARTMENT: 55007 - BASEBALL	2,187.00	18,080.61	74,776.55	110,184.00	33,220.45	30.15
DEPARTMENT: 55008 - VOLLEYBALL	0.00	4,654.76	37,850.76	54,244.23	16,393.47	30.22
DEPARTMENT: 55009 - WOMEN'S SOCCER	1,309.00	5,898.12	39,537.61	50,784.98	9,938.37	19.57
DEPARTMENT: 55012 - CHEERLEADING	0.00	4,707.19	17,641.89	18,910.64	1,268.75	6.71
DEPARTMENT: 55014 - RODEO TEAM	840.00	9,149.13	86,861.19	117,710.00	30,008.81	25.49
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	23,859.10	39,500.00	15,640.90	39.60
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	12,005.42	79,196.48	124,820.24	45,623.76	36.55
DEPARTMENT: 61000 - PRESIDENT	3,365.20	30,322.12	239,550.08	397,214.00	154,298.72	38.85
DEPARTMENT: 61001 - BOARD OF TRUSTEES	310.50	805.58	13,364.02	24,840.00	11,165.48	44.95
DEPARTMENT: 61005 - ATTORNEY	0.00	434.00	7,984.94	20,250.00	12,265.06	60.57
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	4,210.29	62,891.57	859,824.85	1,272,841.00	408,805.86	32.12
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	11,450.33	71,701.15	178,456.00	106,754.85	59.82
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	3,883.49	34,752.13	61,725.00	26,972.87	43.70
DEPARTMENT: 62012 - LEADERSHIP DEVELOP	0.00	0.00	900.59	1,935.00	1,034.41	53.46
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	671.65	314,522.15	270,000.00	44,522.15-	16.48-
DEPARTMENT: 63000 - INFORMATION SERVIC	14,244.69	13,488.59	148,216.81	223,277.00	60,815.50	27.24
DEPARTMENT: 64000 - INFORMATION TECHNO	52,712.31	33,880.11	416,307.41	621,875.00	152,855.28	24.58
DEPARTMENT: 65000 - CENTRAL SERVICES	3,659.42	7,508.33	79,772.16	143,830.00	60,398.42	41.99
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	0.00	8,787.18	75,369.72	111,877.00	36,507.28	32.63
DEPARTMENT: 71000 - BUILDINGS	15,301.32	25,437.69	208,912.36	327,371.00	103,157.32	31.51
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	80.00	1,690.00	1,610.00	95.27
DEPARTMENT: 72000 - CUSTODIAL SERVICES	5,103.21	36,380.66	285,572.90	526,381.00	235,704.89	44.78
DEPARTMENT: 73000 - GROUNDS	4,798.35	9,281.66	102,861.53	145,750.00	38,090.12	26.13
DEPARTMENT: 73001 - ATHLETIC FIELDS	2,082.20	43.50	54,856.22	87,345.00	30,406.58	34.81
DEPARTMENT: 74000 - VEHICLES	2,550.34	14,300.40	162,477.11	323,344.00	158,316.55	48.96
DEPARTMENT: 75000 - CAMPUS SECURITY	450.00	14,821.24	116,271.00	190,848.00	74,127.00	38.84
DEPARTMENT: 76000 - INSURANCE	0.00	9,147.44	272,636.01	292,820.00	20,183.99	6.89
DEPARTMENT: 77000 - UTILITIES	23,461.91-	31,158.83	327,405.12	663,300.00	359,356.79	54.18
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	3,512.35-	15,187.61	62,000.00	46,812.39	75.50
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	90.00	3,060.00	9,020.00	5,960.00	66.08
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	10,260.00	20,096.00	33,087.00	12,991.00	39.26
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	1,562.00	5,345.00	3,000.00	2,345.00-	78.16-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	59,667.00	135,469.00	156,575.00	21,106.00	13.48
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	25,130.00	52,825.00	49,938.00	2,887.00-	5.77-
DEPARTMENT: 94000 - STUDENT CENTER	1,185.00	9,526.16	33,859.73	53,924.00	18,879.27	35.01
DEPARTMENT: 98001 - CHILD CARE	0.00	3,533.46	28,270.96	43,616.00	15,345.04	35.18

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FUND: 11 - GENERAL

219,333.54

974,711.90

8,638,315.62

13,926,320.00

5,068,670.84

36.40

Fiscal Year: 2012

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	3,080.41	23,507.00	77,549.00	54,042.00	69.69
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	6,228.29	44,759.97	83,171.00	38,411.03	46.18
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	4,344.53	48,558.39	61,211.00	12,652.61	20.67
DEPARTMENT: 12200 - ADN PROGRAM	1,431.02	27,836.33	210,655.56	439,233.51	227,146.93	51.71
DEPARTMENT: 12201 - LPN PROGRAM	42.42	12,820.71	97,102.34	169,012.83	71,868.07	42.52
DEPARTMENT: 12202 - EMT	1,571.12	11,230.33	85,156.52	179,913.00	93,185.36	51.79
DEPARTMENT: 12203 - ALLIED HEALTH	379.70	13,105.93	145,389.37	215,218.00	69,448.93	32.27
DEPARTMENT: 12210 - AGRICULTURE	0.00	3,563.43	29,066.73	53,603.00	24,536.27	45.77
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	15,348.09	69,917.77	99,817.00	29,899.23	29.95
DEPARTMENT: 12220 - JOHN DEERE AG TECH	787.50	14,608.33	118,219.75	189,534.00	70,526.75	37.21
DEPARTMENT: 12230 - AUTO MECHANICS	193.97	5,301.99	34,066.92	59,999.00	25,738.11	42.90
DEPARTMENT: 12240 - CRIMINAL JUSTICE	9,194.53	11,152.83	96,156.71	200,469.01	95,117.77	47.45
DEPARTMENT: 12241 - FIRE SCIENCE	984.50	5,231.31	39,805.66	72,715.00	31,924.84	43.90
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,328.95	72,333.42	123,797.00	51,463.58	41.57
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	7,951.00	7,951.00	100.00
DEPARTMENT: 12271 - AUTOMATION ELECTRI	430.00	1,809.34	11,451.35	8,558.00	3,323.35-	38.82-
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	256.46	9,634.98	51,473.26	88,653.00	36,923.28	41.65
DEPARTMENT: 12273 - WELDING	2,377.80	12,420.59	97,496.54	158,430.00	58,555.66	36.96
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	103.56	103.56	13,189.65	13,086.09	99.21
FUND: 12 - PTE FUND	17,649.02	168,149.93	1,275,220.82	2,302,024.00	1,009,154.16	43.84

Fiscal Year: 2012

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	9.88	4,466.25	52,718.11	115,922.80	63,194.81	54.51
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	3,500.00	3,500.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	519.86	9,440.74	15,535.00	6,094.26	39.23
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	628.00	562.92	2,275.00	1,712.08	75.26
DEPARTMENT: 00000 - GENERAL	0.00	0.00	2,492.85	0.00	2,492.85-	0.00
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	1,749.38	20,000.00	18,250.62	91.25
DEPARTMENT: 00000 - GENERAL	0.00	0.00	349.20	0.00	349.20-	0.00
DEPARTMENT: 55012 - CHEERLEADING	409.50	157.13	1,880.01	4,000.00	1,710.49	42.76
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	274.80	5,000.00	4,725.20	94.50
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	0.00	0.00	5,350.00	5,350.00	100.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,784.00	2,060.00	9,610.74	12,000.00	605.26	5.04
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,147.10	2,332.67	10,679.45	30,910.50	19,083.95	61.74
DEPARTMENT: 55007 - BASEBALL	3,382.00	2,655.00	6,480.26	20,000.00	10,137.74	50.69
DEPARTMENT: 11031 - DRAMA	0.00	3,135.65	5,092.52	5,164.47	71.95	1.39
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	160.73	10,337.78	40,000.00	29,662.22	74.16
DEPARTMENT: 00000 - GENERAL	450.00	549.79	1,388.63	3,000.00	1,161.37	38.71
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	3,000.00	3,000.00	100.00
FUND: 14 - ADULT SUPPLEMENTARY ED	7,182.48	16,665.08	113,057.39	285,657.77	165,417.90	57.91

Fiscal Year: 2012

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	52.88	679.19	5,464.24	9,000.00	3,482.88	38.70
DEPARTMENT: 94000 - STUDENT CENTER	7,543.65	1,137.92	61,666.59	280,100.00	210,889.76	75.29
DEPARTMENT: 95000 - STUDENT HOUSING	17,866.98	75,731.11	687,198.66	1,428,960.00	723,894.36	50.66
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	0.00	48,000.00	48,000.00	100.00
DEPARTMENT: 98000 - COSMETOLOGY	1,391.20	8,958.88	59,132.56	138,955.00	78,431.24	56.44
DEPARTMENT: 98001 - CHILD CARE	0.00	775.86	11,817.68	32,000.00	20,182.32	63.07
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FUND: 16 - AUXILIARY ENTITIES	26,854.71	87,282.96	825,279.73	1,937,015.00	1,084,880.56	56.01

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	0.00	6,500.00	6,771.00	1,300.00	5,471.00-	420.84-
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	17,298.16	50,040.55	83,053.29	33,012.74	39.75
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	13,144.26	50,603.01	37,458.75	74.02
DEPARTMENT: 45011 - SCIENCE LAB ACTIVI	0.00	0.00	0.00	234.00	234.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	51,755.10	30,412.69	21,342.41-	70.17-
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,736.35	409.84	167,695.35	248,364.73	78,933.03	31.78
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	29,495.34	226,409.42	196,914.08	86.97
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	0.00	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	28,935.00-	28,935.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	865.00	19,072.85	110,932.27	304,217.00	192,419.73	63.25
DEPARTMENT: 00000 - GENERAL	0.00	0.00	11,907.00-	11,907.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	592.34	10,765.98	46,607.18	250,041.00	202,841.48	81.12
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	8,662.22	42,533.64	282,874.00	240,340.36	84.96
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	2,474.96	19,084.21	38,992.00	19,907.79	51.06
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	9,575.65	79,961.27	163,473.00	83,511.73	51.09
DEPARTMENT: 11040 - SCIENCE	0.00	4,908.11	11,093.98	37,315.00	26,221.02	70.27
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	373.08	11,306.21	52,150.00	40,843.79	78.32
DEPARTMENT: 42005 - DEAN OF TECHNICAL	18,418.29	3,876.29	59,484.88	101,077.00	23,173.83	22.93
DEPARTMENT: 42000 - DEAN OF LEARNING S	4,290.66	11,346.06	55,983.80	166,309.00	106,034.54	63.76
DEPARTMENT: 31000 - COMMUNITY SERVICE	81.62	12,815.03	64,709.41	125,737.81	60,946.78	48.47
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	4,961.00	1,875.00	37.79
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FUND: 22 - RESTRICTED GRANTS	25,984.26	108,078.23	1,181,327.94	2,972,337.15	1,765,024.95	59.38

Fiscal Year: 2012

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	40.00	208.00	5,079.70	7,970.00	2,850.30	35.76
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	0.00	0.00	4,275.06	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
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	40.00	208.00	8,859.76	19,051.80	10,152.04	53.29

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	700.00	700.00	100.00
DEPARTMENT: 13305 - ADULT ED - STAFF D	392.00	230.93	4,626.69	5,156.00	137.31	2.66
DEPARTMENT: 13301 - ADULT ED - INSTRUC	150.00	2,173.30	34,144.83	61,499.18	27,204.35	44.24
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	3,166.78	14,111.88	142,844.96	215,567.28	69,555.54	32.27
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	3,194.32	5,383.00	6,000.00	617.00	10.28
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	3,943.08	28,587.24	42,239.89	13,652.65	32.32
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	359.95	2,458.41	2,098.46	85.36
DEPARTMENT: 13301 - ADULT ED - INSTRUC	465.71	15,894.94	79,161.23	207,683.00	128,056.06	61.66
DEPARTMENT: 00000 - GENERAL	0.00	0.00	32,500.00-	32,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	3,209.89	16,080.38	121,268.77	274,708.00	150,229.34	54.69
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	8,488.86	8,555.55	66.69	0.78
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	14,000.00	0.00	14,000.00-	0.00
=====						
FUND: 24 - ADULT EDUCATION	7,384.38	55,628.83	408,237.40	788,891.99	373,270.21	47.32

Fiscal Year: 2012

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	118,585.38	76,009.85	231,264.05	894,893.00	545,043.57	60.91
=====						
FUND: 61 - CAPITAL OUTLAY	118,585.38	76,009.85	231,264.05	894,893.00	545,043.57	60.91

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	18,446.11	21,850.38	177,325.32	349,775.66	154,004.23	44.03
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,442.63	11,561.16	0.00	11,561.16-	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	4,055.52	852.53	8,048.51	43,300.00	31,195.97	72.05
DEPARTMENT: 99002 - STUDENT MAGAZINE	29.78	75.00	1,644.84	24,450.00	22,775.38	93.15
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	96.00	4,119.61	12,890.60	8,770.99	68.04
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	22,531.41	24,316.54	202,699.44	430,416.26	205,185.41	47.67

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	10,500.00	21,450.00	0.00	21,450.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	6,600.00	13,650.00	0.00	13,650.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	5,100.00	12,195.00	0.00	12,195.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	4,965.00	10,020.00	0.00	10,020.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	5,895.00	12,945.00	0.00	12,945.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	25,275.00	57,945.00	0.00	57,945.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	5,625.00	13,425.00	0.00	13,425.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	2,970.00	7,305.00	0.00	7,305.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	7,845.00	18,735.00	0.00	18,735.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	9,660.00	19,500.00	0.00	19,500.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	10,650.00	21,435.00	0.00	21,435.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	6,120.00	16,890.00	0.00	16,890.00-	0.00
DEPARTMENT: 55020 - ---	0.00	3,765.00	7,695.00	0.00	7,695.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	2,880.00	6,940.00	0.00	6,940.00-	0.00
DEPARTMENT: 11030 - ART	0.00	1,995.00	2,970.00	0.00	2,970.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	4,570.00	10,340.00	0.00	10,340.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	7,095.00	14,890.00	0.00	14,890.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	7,490.00	24,035.00	0.00	24,035.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	2,835.00	8,820.00	0.00	8,820.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	10,710.00	22,915.00	0.00	22,915.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	142,545.00	324,100.00	0.00	324,100.00-	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	3,891.55	225,052.22	429,464.00	204,411.78	47.60
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	3,891.55	225,052.22	429,464.00	204,411.78	47.60

Garden City Community College
2/28/2012

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 256,786.63	0.0000%
State Municipal Invest. Pool	\$ 2,324.65	0.0170%
Commerce Bank - Money Market	\$ 2,812,672.23	0.2500%
Landmark National Bank	\$ 60,006.24	0.0800%
	<u>\$ 3,131,789.75</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
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
Commerce Bank	CD	\$ 1,000,000.00	0.2600%	2/24/2012	5/25/2012
Commerce Bank	CD	\$ 2,000,000.00	0.3400%	2/24/2012	8/24/2012
First National Bank of Holcomb	CD	\$ 1,000,000.00	0.5900%	12/15/2011	9/15/2012
First National Bank of Holcomb	CD	\$ 1,000,000.00	0.6900%	11/7/2011	11/7/2012
First National Bank of Holcomb	CD	\$ 1,000,000.00	0.6900%	12/15/2011	12/15/2012
Commerce Bank	CD	\$ 1,000,000.00	0.4200%	2/24/2012	2/24/2013
		<u>\$ 10,000,000.00</u>			
 Total		 <u><u>\$ 13,131,789.75</u></u>			

Agenda No: II D-1

Date: March 21, 2012

Topic: Vehicle purchase

Presenter: Dr. Herbert J. Swender

Background Information:

Each year the transportation department purchases replacement vehicles and rotates high mileage vehicles out of the fleet. At the request of the Transportation Coordinator, bids were requested on sedans instead of mini-vans.

Advertisements announcing the Request for Proposals were published in The Garden City Telegram in three separate publications. Additionally, the three new car dealers in Garden City were notified directly of the RFP. Bids were received from Lewis Motor and Burtis Motor.

Budget Information:

The general fund includes a line item for the purchase of new vehicles.

Recommended Board Action:

Approve the purchase of three 2012 Ford Fusions from Burtis Motor for a cost not to exceed \$58,062.00.

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

Board Member Notes:



LINCOLN
Mercury



March 02, 2012

Garden City Community College
801 Campus Drive
Garden Cdity, Ks. 67846

2012 Ford Fusion SE FWD
3.0 Liter Duratec V6 Engine (Flex Fuel E-85)
6-Speed Automatic Transmission
AM/FM Stereo/ Single CD and MP3 Capable
Power Door Locks, Power MIRRORS AND Power Windows
Remote Keyless Entry
Intermittent Wipers and W/Washer
Cruise Control Wnd Tilt/Telescoping Steerin Column
4-Wheel Disc Brakes W/4 Wheel Anti-Lock
Power Steering--Electric Variable Assist
Air Conditioning W/Tinted Glass
Air Bags Front Seats (Driver and Passenger)
Auxilliary Power Points
Rear Window Defroster
Side Air Bags, W/Side Air Curtins
Stabillity Control
Floor Mats Front and Rear
8-Way Power Seat Driver Side
Sirius Satellite Radio (6 Months Prepaid Service)
P225/50VR All-Season Tires BSW 17" Alum. Alloy Wheels
License Plate Bracket, Front
Destination Charges
MSRP: \$25,365.00

Purchase Price:	\$19,353.00
Kansas Excixe Tax:	1.00
Total-Delivered Price:	\$19,354.00

Eldon Dailey
Eldon Dailey
Burtis Motor Co.
garden City Ks. 67846

Agenda No: II-D-2

Date: March 21, 2012

Topic: Echo 360

Presenter: Dr. Herbert J. Swender

Background Information:

This is the last year of the five-year U.S Department of Education Title V grant. The grant was awarded to GCCC as a Hispanic Serving Institution (HSI) to expand educational opportunities, improve academic attainment, enhance the academic offerings as well as improve institutional stability. The Federal Grant Project Officer has approved the purchase of Echo 360, a classroom capture system, as a means of expanding our online teaching. The Echo 360 software system can capture and manage something as simple as the audio from the instructor, or as complex as the audio/video, slides or other media from a lecture presentation in a modern classroom wired for sound, video, and peripheral visuals. The recorded and archived classroom presentation will allow students to have pertinent information anytime, anywhere, and as often as they choose. Hispanic students with language barriers will be able to review difficult concepts with ease. This software system will provide another dimension to on-line learning.

Other vendors and products were researched and analyzed for functionality and cost. It was determined that the Echo 360 system best met the objectives of the grant and was approved by our DC program officer.

Budget Information:

Costs for the Echo 360 license, appliances, service and support will be funded with Title V Grant.

Recommended Board Action:

Approve the purchase of Echo 360 license, appliances, service and support for four years at a cost of \$166,225.00.

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

Board Member Notes:

Echo360, Inc.
MASTER LICENSE CONTRACT
EXHIBIT B
ORDER FORM

I. IDENTIFICATION OF ECHO360 SOFTWARE AND HARDWARE, INCLUDING ANY OPTIONS AND FEES:

Product Name	Product Description	Quantity	Year Ending December 30, 2012	Year Ending December 30, 2013	Year Ending December 30, 2014	Year Ending December 30, 2015
Enrollment Site License for EchoCapture Basic	Site license for enrollment between __,000 and __,000 to EchoCapture Basic (See Note 1 below for definition of enrollment)	N/A	N/A	N/A	N/A	N/A
Enrollment Site License for EchoCapture Enhanced	Site license for enrollment between 1,000 and 2,000 to EchoCapture Enhanced Basic (See Note 1 below for definition of enrollment)	1	\$35,000	\$35,000	\$35,000	\$35,000
Enrollment Site License to EchoCapture Personal	Enrollment Site License for EchoCapture Personal Software	N/A	Included	Included	Included	Included
Enrollment Site License to External Media Ingest (EMI)*	Enrollment Site License to EMI which permits Customer to ingest, manage and publish instructional media produced with third party tools such as cameras, recorders and screen capture software	N/A	Included	Included	Included	Included
EchoEngage*	Bookmarks, online note taking and asynchronous discussions allow students to engage in peer-to-peer conversations and ask questions of instructors	N/A	Included	Included	Included	Included
Enrollment Site License to EchoConnect (when available)*	Live lecture Webcasting	N/A	Included	Included	Included	Included
EchoSystem Server Software	License for a single copy of EchoSystem Server Software	1	Included	Included	Included	Included
SafeCapture HD	Purchased SafeCapture HD Appliances @ \$2,995 each	5	\$14,975	N/A	N/A	N/A
Extended Warranty	A one year extension of the standard Echo360 warranty for appliances provides a total two year warranty @ \$400 per appliance	5	\$2,000	N/A	N/A	N/A
Standard Software Support	Echo360 Standard Software Support	N/A	Included	Included	Included	Included

Installation/Training	Days of onsite installation and training services @ \$3000 per day	3	\$9,000	N/A	N/A	N/A
Shipping & Handling	Shipping & Handling	5	\$250	N/A	N/A	N/A
Total			\$61,225	\$35,000	\$35,000	\$35,000
Totals for Year 1, 2, 3, and 4			\$166,225			

1. Student enrollment is determined using the Integrated Postsecondary Education Data System (IPEDS) calculation (full-time enrollment + 1/3 part-time enrollment). Official current enrollment for pricing calculations can be found at <http://nces.ed.gov/ipeds/>

*These features are considered "EchoCapture Software" features for purposes of the Master License Contract.

II. LICENSE PERIOD: Four (4) Years commencing on December 31, 2011 and ending on December 30, 2015

III. CAPTURE APPLIANCES

Five (5) Purchased SafeCapture HD Appliances

IV. LICENSE LIMITED TO FOLLOWING ENTITY:

GARDEN CITY COMMUNITY COLLEGE, LOCATED IN GARDEN CITY, KANSAS

V. CUSTOMER'S CONTACT INFORMATION:

Name of Institution: Garden City Community College

Address: _____

Attn: _____

Title: _____

Phone Number: _____

Email: _____

VII. DIRECTIONS REGARDING PURCHASE ORDERS AND MLA SIGNATURE PAGE:

All Purchase Orders and the MLA signature page shall be sent via e-Fax to 703-738-7724.

Agenda No: II D-3

Date: March 21, 2012

Topic: Computer hardware

Presenter: Dr. Herbert J. Swender

Background Information:

The Echo 360 lecture capture software requires extensive data storage. It is necessary to install 2 additional SANs (storage area networks) to archive lectures and video support. The purchase price includes 5-year extended warranty on both SANs.

The college's Information Technology department facilitated the purchasing bid process and two formal bids were received. The purchase has been approved by the Federal Grant Project Officer utilizing U.S. Department of Education Title V funds.

Budget Information:

\$80,000 from Title V account

Recommended Board Action:

Approve the purchase of computer hardware from CDW-G for a cost not to exceed \$80,000.

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

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

Board Member Notes:



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

www.CDWG.com
800-808-4239

SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
ZTS1616	11206756	2/23/2012

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

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

Customer Phone # 6202760348

Customer P.O. # ARRAYS

QUOTE

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

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	2426636	IBM STORWIZE V7000 EXPANSION 12 Mfg#: IBM-2076-212-0000 Contract: MARKET	2175.00	2175.00
12	2426637	IBM 2TB 3.5IN 7.2K HDD Mfg#: IBM-2076-212-3302 Contract: MARKET	585.00	7020.00
2	2425945	IBM 1M 6GBS EXT MINI SAS Mfg#: IBM-2076-212-5401 Contract: MARKET	95.00	190.00
1	2226674	IBM PER STORAGE DEVICE SWMA 3Y REG Mfg#: IBX-5639-SM3-0001 Contract: MARKET	3500.00	3500.00
1	2226676	IBM PER STORAGE DEVICE WITH 1Y MNT Mfg#: IBX-5639-VM1-0001 Contract: MARKET	7688.50	7688.50
1	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Manufacturer phone number _____	2016.00	2016.00
1	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Manufacturer phone number _____	9758.00	9758.00
1	2282405	IBM STORWIZE V7000 EXPANSION 24	2500.00	2500.00

TOTAL Continued

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

Please remit payment to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515



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

www.CDWG.com
800-808-4239

SALES QUOTATION

QUOTE NO.	ACCOUNT NO.	DATE
ZTS1616	11206756	2/23/2012

ANDREW GOUGH
801 N CAMPUS DR
GARDEN CITY COMMUNITY COLLEGE
GARDEN CITY, KS 67846-6333

GARDEN CITY COMMUNITY COLLEGE
801 N CAMPUS DR
ANDREW GOUGH
GARDEN CITY, KS 67846-6333
Contact: ANDREW GOUGH 620-276-0348

Customer Phone # 6202760348

Customer P.O. # ARRAYS QUOTE

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

QTY	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
		Mfg#: IBX-2076-224-0000 Contract: MARKET		
4	2467339	IBM 300GB 2.5IN SSD E MLC Mfg#: IBM-2076-224-3504 Contract: MARKET	5500.00	22000.00
2	2282406	IBM 1M 6 GB/S EXT MINI SAS Mfg#: IBX-2076-224-5401 Contract: MARKET	95.00	190.00
1	2226674	IBM PER STORAGE DEVICE SWMA 3Y REG Mfg#: IBX-5639-SM3-0001 Contract: MARKET	3500.00	3500.00
1	2226676	IBM PER STORAGE DEVICE WITH 1Y MNT Mfg#: IBX-5639-VM1-0001 Contract: MARKET	7688.50	7688.50
1	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Manufacturer phone number _____	2016.00	2016.00
1	NEW-ITEM	NEW ITEM Mfg#: CDW-NEW-ITEM Contract: MARKET Manufacturer phone number _____	9758.00	9758.00
		SUBTOTAL		.00
		FREIGHT		.00
		SALES TAX		.00

TOTAL ➔	US Currency 80,000.00
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CDW Government
230 North Milwaukee Ave.
Vernon Hills, IL 60061
General Phone: 847-371-5000 Fax: 847-419-6200
Account Manager's Direct Fax: 752-3555

Please remit payment to:
CDW Government
75 Remittance Drive
Suite 1515
Chicago, IL 60675-1515

Agenda No: II E

Date: March 21, 2012

Topic: Potential Purchase of Property

Presenter: Dr. Herbert J. Swender

Background Information:

Acquisition of land adjoining or contiguous to the campus is important for growth of the college and program expansion. The college may have an opportunity to purchase land that is contiguous to the campus and because of timing the administration requests permission to purchase property should it become available.

Approval of this request will allow an offer by an authorized GCCC representative to purchase property that may only be available in a time sensitive manner. Any offer made will be at or below the value of the reported licensed professional property appraisal.

Budget Information:

General funds will be used to purchase available property with the possibility of future financing.

Recommended Board Action:

Authorize Administration to purchase property that is contiguous to the campus at a price not to exceed a licensed professional's property appraisal.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

Agenda No: II-F

Date: March 21, 2012

Topic: Resolution 2012-01
Hazard Mitigation Plan

Presenter: Dr. Herbert J. Swender

Background Information:

In order to receive Federal Emergency Management Agency (FEMA) funds in the event of a disaster, public agencies are required to have on file with FEMA a Hazard Mitigation Plan. The purpose of this Hazard Mitigation Plan is:

- To protect against the loss of life in the event of a disaster
- To preserve the safety of persons and property by reducing the risk of potential damage and economic loss in the event of a disaster
- To qualify for additional grant funding, both pre- and post-disaster
- To qualify for participation in the National Flood Insurance Program (NFIP), and the Community Rating System (CRS) to receive additional credits under the program
- To speed recovery and redevelopment following future disaster events
- To demonstrate a firm local commitment to hazard mitigation principles
- To comply with both state and federal legislative requirements for local hazard mitigation plans

Under the direction of E-Fm Consulting, GCCC staff worked with other public agencies in Finney County to develop a multi-jurisdictional plan. Section 5 of the plan outlines Finney County’s overall strategy to reduce their jurisdiction’s vulnerability to the effects of natural hazards. GCCC developed the following goals and objectives.

Garden City Community College	
#	Action
3	Seek funding for the purchase and installation of backup power sources for Garden City Community College buildings considered as critical facilities.
2	Research and pursue funding for a mass notification system for inclement weather or other campus-wide emergencies.
1	Develop and fund construction of safe rooms for Garden City Community College facilities.

Budget Information:

To be determined as financial assistance becomes available

Recommended Board Action:

Approve Resolution 2012-01 as presented.

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

Board Member Notes:

RESOLUTION NO. 2012-01

WHEREAS, Garden City Community College, with the assistance from E-Fm Consulting, LLC, Plan Author, has gathered information and prepared this portion of the Finney County Multi-Jurisdictional Plan; and

WHEREAS, Garden City Community College Mitigation Plan has been prepared in accordance with FEMA requirements at 44 C.F.R.201.6; and

WHEREAS, Garden City Community College is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, Garden City Community College Board of Trustless has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED by Garden City Community College Board of Trustees that Garden City Community College adopts the Finney County/Garden City Community College Multijurisdictional Mitigation Plan as this jurisdiction's Multi-Hazard Mitigation Plan and resolves to execute the actions in the plan.

This resolution is hereby introduced and adopted at the meeting of the Garden City Community College Board of Trustees on this 21st day of March, 2012.

By: _____

Terri Worf,
Chair, GCCC

ATTEST

**MARCH 2012 MONITORING REPORT
ANNUAL REPORT**

ENDS

Academic Advancement

#1

ANNUAL

Page 4

Students will have appropriate knowledge of transfer requirements.

CEO's Interpretation: This president is interpreting "appropriate" as knowledge that is universal for transferring students and may not necessarily be individual specific, since the myriad of public and private receiving institutions vary tremendously and requirements can literally change semesterly. Some students reverse transfer back to GCCC from a four year college or university, as well as students who laterally transfer to other two-year institutions. Therefore, students having the appropriate knowledge of transfer requirements hinges on students providing critical information to the advisor and counselor. Promoting the awareness of formalized transfer articulation agreements, which are on file with the office of Student Services, is an integral process that requires student and institutional commitment.

Background Information

College personnel annually identify measures for continuous improvement to insure that GCCC is staying abreast of transfer and advising changes. During the 2011-12 academic year GCCC hosted ten four-year institutions, (Wichita State University, University of Kansas, Kansas State University, Fort Hays State University, Pittsburg State University, Bethany College, Newman University, Kansas State-Salina and NW Oklahoma State and American Public University), allowing GCCC staff and students face-to-face contact with their representatives for information about transfer programs including changes. Additionally, these campus visits allow our staff to maintain a strong personal contact with four-year institutions to which GCCC students may transfer. To further solidify and streamline the transfer process for GCCC students, several partnerships have been forged with transfer institutions with the development of 2+2 agreements. During the 2011-12 academic year one new 2+2 agreement was launched with Fort Hays State University as well as renewing an agreement to continue the outreach bachelors completion program in Social work. Additionally, 2+2 agreements were developed with Kansas State University and Kansas State Salina in various academic and technical areas including, business administration, family and consumer science, avionics, fire science and interdisciplinary social sciences. Additionally a new Transfer and Articulation Agreement was signed with Pittsburg State University which is a Reverse transfer agreement that allows students and the institutions to work together to assist in completion of associate and bachelors degree programs. Credits can be taken at either institution and offices will coordinate together to assist in the advising of the student.

Institutional transfer agreements among community colleges that will subsequently expand to include the four year regents institutions are being discussed at the state level. The concept is to identify the core classes that have been aligned and determined for equivalency at all institutions. Currently there are 56-59 hours identified that will be listed as aligned and transferable to any public institution in Kansas to streamline the transfer process. When students take these core classes at GCCC, the transferability will not be questioned at any public institution in Kansas. Additional courses are being examined for equivalency and inclusion in this core list. This work will strengthen the current

Transfer articulation agreement that exists because it specifically states which classes will transfer as opposed to the more generic outline that currently exists.

Multiple reports are included in this ENDS report to outline the success of our students and how well they perceive the assistance and services provided to assist in their successful transition. Data contained in this report include Transfer Data from the KBOR Transfer Feedback Report, the annual follow-up survey with non-returning students, College Skills Development advising surveys, a summary of the local data used for determining transfer success and a summary of the ACT Advising survey conducted in 2011.

Data and Results of Fall 2010 College Skills Advising survey

The survey was completed by 122 students and initial results show positive gains in both content delivery and overall student knowledge comparing pre- and post-test results. Pre-test scores indicated that 59% of students surveyed lacked knowledge in 3 or more of the above areas compared to 75% in 2010-11. The post-test, given at the end of the course, showed significant improvement in overall knowledge of advising and transfer information. Post-test results showed an increase in percentages for each core advising question, and 54% answered all 7 questions correctly compared to 36% last year during the initial year of this assessment. While the preliminary results indicate a solid preparation of basic advising and transfer information needed for success, additional tools for learning are being developed. Additional questions are going to be added to this tool in fall 2012 including questions related to finding transfer information and asking for specific feedback on improving advising.

Annual Follow-Up Survey Results

The annual follow-up survey was conducted in the fall 2011. This survey was sent to all students who were at GCCC during 2010-11 but did not return for the fall 2011 semester. This survey generates information from former students to gauge their perspective of services and support that they needed and received at GCCC and how to improve services. Results of this survey are attached.

Student Survey

2010-2011

Reasons for not re-enrolling for Fall 2011 at GCCC:

- I graduated from GCCC: 17
- I'm employed as:
 - EMS Director for Haskell County EMS
 - RN for Wichita Co. Health Center
 - RN- Step Down ICU for University Medical Center at Texas Tech
 - Daycare assistant for Learning Tree Daycare
 - Circulator Nurse (RN) for Kearny County Hospital
 - CNA at Ashland Health Center
 - Accounting assistant at Glassman Corporation
 - Jail Deputy at Finney County Sheriff Department
 - Pharmacy Tech for Walmart Rx
 - Real Estate Appraiser
- I am in the Armed Forces
- I am not employed: 2
 - I can't re-enroll until I pay off my current bill.
- I reached the personal and educational goals I had planned to reach at GCCC

- GCCC was not the right school for me:
- I moved away and did not want online classes (1)
- None of the following apply. Job changes, not able to attend Fall 2011.
- I completed GCCC courses and I wanted to transfer to another school
 - Texas Tech - Major: BSN
 - Fort Hays State University – Major: Ag Business
 - WSU- Major: Sociology
 - Fort Hays State University- Major: Early Childhood
 - Fort Hays State University- Major: RN-> BSN
 - Fort Hays State University-Major: Business Management
 - KSU- Major: Athletic Training
 - Fort Hays State University- Major: Elementary Education
 - Northeastern State- Major Environmental Health & Safety

What was the best thing about attending GCCC?

- It was close to home and small
- EMST Department
- Location
- The roommate selection and general camaraderie of residential life
- Cost-Instructors-Personal Interest in me.
- How the teachers teach.
- Convenience since I am local. Friendly, great staff.
- The small classes
- People are always there when you need help.
- The small classes and the Human Cadaver program.
- Meeting new people.
- Being close and able to get the degree I wanted
- Local college
- Strategic Team building
- The classes and teachers
- The counselors were very helpful and gave very helpful advice.
- Small Class sizes, teachers made it a very personable experience.
- Easy and it was close to home
- Graduating
- The staff
- Teachers, advisors, resources available to students
- The cost of Tuition
- Online courses were very convenient
- Football and Ag Program
- Your Math Teacher

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

- No (7)

- None (4)
- Coordination within the nursing department. Testing more aimed at NCLEX design.
- I feel the process of class scheduling could use some refinement.
- No, the recent changes in the Nursing Program were good.
- Yes, giving the cheer squad a bigger budget.
- Advisors need to keep in touch more!
- Everyone should be treated equal-applies to Nursing Department (some instructors)
- Some teachers need to be put on check with their attitude
- Residential Life: Not enough activities
- Better parking

Do you feel that your GCCC courses were adequate in each of the academic areas to prepare you for your present university? (i.e. English, mathematics, sciences, social sciences) as well as your major courses?

- Yes- 21
- No
 - I'm going to attend WSU in the coming Spring
 - Mr. Lee was a great teacher and prepared me well.
 - Kind of

Were you aware of the requirements that you needed for your major (at your transfer university) when you were taking classes at GCCC?

- Yes-17
- No- 4
 - Did not Transfer

Were you satisfied with the academic advising you received at GCCC?

- Yes- 20
- No- 4
 - More training needed to direct nursing students to succeed.
 - Sometimes my counselor was hard to get a hold of.
 - Kind of
 - Once, to enroll
 - My advisor wasn't much help. Kurt Peterson was a lot of help.
 - Yes for the most part. Graduated in May 2011 and then come to find out I needed a class my advisor said I didn't so had to take it @ FHSU this fall.
 - I switched majors on transfer

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

- 0 -
- 1-3 -13
- 4 or more – 13

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

- Yes, I would because GCCC will help prepare them for a university. There is a huge leap between high school and university, and I believe, based on my experiences at GCCC, that a community college such as GCCC, eases that transition. I am very thankful that I attended GCCC before a university. Thank you!
- Yes, I would encourage others to attend programs at GCCC.
- Read all available materials. Utilize ATI as much as possible. Seek answers to all doubts or questions. Utilize the financial advisors. Go beyond the set requirements to succeed and be prepared.
- Yes (3)
- Finish your GCCC and if you can study more do it because if you do you'll have a better future.
- Take your classes serious
- Knowing what they want to do, what course they want to take, and what school they want to attend.
- If they have a science major, I recommend them to take special topics in science with Mr. Lee. This class is a great way to learn about the human body. It was a great experience!
- Yes, saves you money and less stressful with being smaller classes.
- GRADES!
- To study hard and focus on classes.
- Don't give up on your dreams!
- To know what classes the need to take to transfer.
- Be sure to see that all classes are transferable. Meet with advisor if not able to see a counselor they are super helpful and not as intimidating.
- Phi Theta Kappa- great organization and has been an asset to getting scholarships, recognition, and a good job.
- Follow your dreams and never give up!
- Time and money management
- Yes I would. Very important.
- The Geneds
- Math

Students will have the academic prerequisites sufficient for successful transfer.

CEO's Interpretation: Outlined in GCCC's student degree plans and communicated in the advising counseling process are the required course and program prerequisites. However, it is the student's responsibility to express their intention regarding matriculation and transfer. Communications between transfer institutions, GCCC and the course of study is necessary to navigate and promote that sufficient subject content within the prerequisite course of study is provided.

Supporting Data:

Starting in March of 2011, the Board of Trustees was presented with data from a revised method of monitoring that students will have the academic prerequisites sufficient to transfer. This is the second year of providing data by monitoring degree-seeking students who are on target to transfer and determining if GCCC has provided them with a core set of academic prerequisites.

The dataset used to monitor this indicator is the first-time, full-time, degree-seeking student cohort. This group denotes a national standard used to monitor successful graduation and transfer through IPEDS reporting. The data for this annual report is from the 2008 cohort, tracked for 150% of the normal timeframe for graduation or transfer (customary tracking timeline). The 2008 cohort consists of 377 students, all of whom were degree-seeking when they entered during the fall 2008 semester. Of these students, 125 were pursuing a non-transferable degree or certificate, leaving 252 students who were on track to graduate and/or transfer. The following highlights the transfer student population:

- 42% (107) students transferred to a 4-year institution
 - 60 of the 96 graduating students transferred
 - 47 students transferred prior to receiving an associate's degree at GCCC

Each institution and program differs somewhat in the courses that are accepted in a Transfer and Articulation agreement so we took a look at GCCC transfer student preparation in four specific core classes that are included in all agreements: English I, English II, Speech, and College Algebra. Considering these courses, of the 107 transfer students:

- 83% (90) students took at least one core class
- 73% (78) students took at least two core classes
- 67% (72) students took at least three core classes
- 50% (53) students took all four core classes

Note: only grades of "C" or better were considered

The following data further details the core courses that were taken by transfer students:

- 75% completed English I
- 73% completed Speech
- 71% completed English II
- 54% completed College Algebra

This data reveals the significant rates at which GCCC transfer students complete the four identified core classes which are traditionally included in transfer agreements and are required of nearly all transfer programs. These four classes represent the minimum requirements needed for students to graduate with associate and bachelor degrees. Although there may be additional coursework needed in

English and math depending upon major, passing these four core classes with a "C" or better is a prerequisite for degree completion at the transfer institution. Institutions vary on the number and specific courses required in social sciences, humanities and life sciences.

With more than half of our transfer students completing all four of these core courses, they are academically prepared for success at the transfer institution. By completing these with a "C" or better, they have prepared themselves to move directly into upper level coursework upon transferring. Two-thirds of our transfer population successfully completed at least three of the core courses, and nearly 3 out of 4 completed English I, English II, and Public Speaking. These three courses demonstrate the sufficient skills of transfer students in written and spoken language skills as evidenced by the degree requirements necessary at GCCC and transfer institutions.

Although not enough data exists yet to indicate specific trends, the following table shows some of the comparisons between the baseline data and this year's data:

Transfer Students	% Completing 4 Core Courses	% Completing 3 Core Courses	% Completing 2 Core Courses	% Completing 1 Core Course
Fall 2008 Cohort	50%	67%	73%	83%
Fall 2007 Cohort	43%	66%	83%	91%

As indicated work is in progress at the state level to assist with easing the transfer process regarding equivalency of courses. At the institution level, work is happening with students to assist in proper placement into courses and providing them with proper remedial work at GCCC to prepare them for completion of the degree required coursework. Additionally, as part of the AQIP project, GCCC is developing methods to better identify students' intentions each semester and measuring whether their intent was reached at the end of each semester. For example, if a student enters their first semester and states that their intent was to take classes for one semester and transfer, did GCCC assist in helping the student reach their goal. Currently, we have no method in place to monitor a student's intent throughout their academic career at GCCC. This process will assist us to better serve students in reaching their goals as well as provide a method by which to monitor student success that is not strictly tied to graduation. Student success will be measured based on students reaching their own unique goals and improvements can be made resources and services in specific areas based on trends. Another method to assist transfer students is tracking the intent of transfer institution at the point of initial assessment at GCCC. While taking the COMPASS assessment, a new field will be added for Fall 2012 to assist in tracking student's intent for transfer. When completing the demographic section of COMPASS, students will be instructed to enter the name of a transfer institution that they are considering. This will assist advisors in connecting them to programs at the four-year institutions and assist in more pro-active advising, enrollment and transfer planning. This will also assist GCCC in connecting students to four-year institutions when they come to campus for visits.

KBOR Transfer Feedback Report

The KBOR Transfer Feedback Report data below shows how GCCC students fared academically in fall 2010 in comparison to native students at each of the regents institutions. Garden City Community College students completed more hours per semester or a higher percentage at all but two regents institutions (FHSU and KU). Have a higher percentage of hours passed shows that GCCC students are

persisting and advancing towards degrees at a faster pace than their native counterparts. This also speaks to the levels of academic preparedness prior to transfer. Additionally, the work being done with the current AQIP project on determining goal attainment should help with connecting students to majors, assist in transferability and aid in advancing towards academic goal completion and advancement.

As illustrated below the data provided from the KBOR Transfer Feedback report shows that GCCC students continuing their education at regents institutions at or above the levels of native students when comparing percent of hours passed and G.P.A. Additionally, the report shows that our first semester transfer students had higher G.P.A.'s and/or a higher percentage of hours passed at each of the reporting regents institutions with the exception of the University of Kansas.

Institution Name	Percent of Hours Passed		Mean Grade Point Average	
	GCCC Students	Native Students	GCCC Students	Native Students
Emporia State Univ.	96%	86%	3.01	2.87
Fort Hays State	85%	89%	2.67	2.83
Kansas State Univ.	94%	91%	2.98	2.95
Univ. of Kansas	83%	89%	2.78	3.03
Washburn Univ.	89%	86%	2.86	2.85
Wichita State Univ.	86%	83%	2.94	2.94

Changes to Data Collection

□ We will be using this information to make data enhanced decisions that enable us to benchmark, set targets, and be progressive in decisions regarding curriculum and student success. Utilizing data in order to implement change enables GCCC to be proactive in bringing positive changes for GCCC students and better address the END.

□ We are analyzing student success in prerequisites to address preparation for successful transfer. By monitoring core courses completed and working with Regents Universities regarding syllabi content for these courses, we will be able to determine the most successful processes for GCCC students who transfer.

ACT SURVEY OF ACADEMIC ADVISING

Purpose for Survey

Following are comparative data from three administrations of the ACT Survey of Academic Advising. This survey is designed to provide institutions with student feedback regarding perceived effectiveness of advising services on campus. The results give a snapshot of student satisfaction as well as indicators of met and unmet advising needs. Survey results also provide comparative data from other 2-year public colleges. This report is a compilation of data collected on the Garden City Community

College campus in 2007, 2009 and 2011 along with national normative data gathered at other 2-year institutions during the same time periods.

Periodic evaluation of GCCC’s advising system supplies relevant data to guide in the program’s modification and improvement. Results also demonstrate the impact academic advising has on the fulfillment of the college’s mission and institutional outcomes.

GCCC Results

Survey results indicate GCCC advising *surpasses* comparative 2-year public institutions on *all* measures of student satisfaction.

- 1) Academic advising system meets student needs:
 - a) Rated exceptionally well at GCCC by 36.3-36.6% of students versus peer institutions 20.4-20.9%
 - b) Rated exceptionally well or more than adequate at GCCC by 62.0-62.4% of students versus peer institutions 41.0-44.0%
- 2) Number of meetings with advisor met the student’s needs: “yes” responses at GCCC ranged from 71.6-78.4% versus students at peer institutions ratings of 54.8-59.0%
- 3) GCCC advisors tend to meet with their advisee more frequently each year (“four or more times” 36.6-50.3% versus 17.5-19.6%) and often for longer periods of time (“16 to more than 30 minutes” 39.2-47.0% versus 24.4-25.6%)
- 4) When students assigned satisfaction ratings to 18 types of assistance advisors could provide, GCCC results exceeded those of peer institutions (5=very satisfied to 1=very dissatisfied):
 - a) 2011 GCCC ratings from 4.58-4.27 versus 4.31-4.12 at peer institutions
 - b) 2009 GCCC ratings from 4.63-4.23 versus 4.29-4.13 at peer institutions
 - c) 2007 GCCC ratings from 4.52-4.19 versus 4.26-4.08 at peer institutions
- 5) When students assigned satisfaction ratings to 36 statements concerning impressions of their advisor, GCCC results exceeded those of peer institutions (5=strongly agree to 1=strongly disagree):
 - a) 2011 GCCC ratings from 4.57-4.05 versus 4.05-3.41 at peer institutions
 - b) 2009 GCCC ratings from 4.52-3.93 versus 4.10-3.41 at peer institutions
 - c) 2007 GCCC ratings from 4.58-4.01 versus 4.06-3.33 at peer institutions

ACT SURVEY OF ACADEMIC ADVISING

Garden City Community College Survey Results and Other Public 2-Year Institutions

	GCCC 2011	GCCC 2009	GCCC 2007	July '05 – June '10	Aug '03 – July '08	July '02 – June '07
TOTAL RESPONDENTS	237	134	306	7,203	8,757	8,750
Age						
19 & under	33.4%	48.5%	26.1%	29.1%	31.6%	32.6%
20-22	36.8%	19.2%	49.4%	26.9%	26.7%	25.9%

23-29	14.3%	16.4%	13.1%	18.6%	18.3%	18.0%
30 & over	14.0%	8.9%	10.8%	21.8%	19.7%	19.6%
Blank	1.7%	6.7%	.7%	3.6%		3.8%
Race/Ethnicity						
White	51.5%	57.5%	62.1%	54.4%	57.5%	57.5%
Other Latino/Hispanic	34.6%	21.7%	27.4%	4.6%	4.4%	4.4%
Black	3.4%	3.7%	3.6%	27.4%	24.2%	24.1%
Asian American	1.7%	.7%	2.0%	1.8%	2.0%	1.9%
Native American	.8%	.7%	.7%	.8%	1.0%	.9%
Other/Pref not to resp/Blank	3.0%	15.7%	4.3%	11.0%	10.9%	11.2%
Classification						
Freshman	31.6%	50.7%	17.3%	43.9%	44.9%	47.9%
Sophomore	51.9%	39.6%	66.0%	39.0%	38.9%	37.2%
Junior/Senior/Grad/Prof	10.1%	1.4%	11.7%	8.3%	7.6%	6.7%
Other/ does not apply	6.3%	8.2%	4.9%	8.8%	8.5%	8.2%
Gender						
Male	42.6%	32.8%	43.8%	36.7%	38.3%	38.7%
Female	55.7%	60.4%	55.9%	58.6%	57.1%	56.5%
Prefer not to respond/blank	1.7	6.7%	.3%	4.7%	4.6%	4.8%
Enrollment Status						
Full-time	87.8%	88.8%	89.5%	75.1%	76.0%	76.2%
Part-time	10.1%	4.5%	9.5%	22.7%	21.5%	21.2%
Blank	2.1%	6.7%	1.0%	2.2%	2.5%	2.6%
Last School Attended						
High school	72.2%	70.1%	83.0%	58.8%	60.8%	61.2%
Vocational/technical	3.0%	.7%	1.6%	9.6%	9.2%	9.1%
2-year	13.5%	9.0%	7.5%	11.6%	10.7%	11.0%
4-year	8.0%	9.7%	4.2%	14.0%	13.3%	12.3%
Other/blank	3.4%	10.5%	3.6%	6.0%	5.9%	6.4%
Academic Advising System Meeting Student Needs						
Exceptionally well	36.3%	36.6%	36.3%	20.9%	22.3%	20.4%
More than adequate	25.8%	25.4%	25.8%	20.1%	21.7%	21.4%
Adequate	32.7%	25.4%	32.7%	38.8%	38.4%	39.7%
Less than adequate	2.3%	3.0%	2.3%	8.8%	7.7%	8.1%
Very poorly	.3%	1.5%	.3%	3.9%	3.1%	3.3%
Blank	2.6%	8.2%	2.6%	7.5%	7.0%	7.3%
	GCCC 2011	GCCC 2009	GCCC 2007	July '05 – June '10	Aug '03 – July '08	July '02 – June '07
Number meetings past year						
Never	5.2%	8.0%	4.6%	16.6%	13.4%	13.9%
Once	19.4%	8.0%	8.2%	20.6%	19.7%	21.3%

Twice	16.4%	14.8%	17.6%	18.2%	20.1%	20.2%
Three times	11.9%	18.6%	15.4%	11.6%	13.6%	12.8%
Four or five times	17.2%	15.2%	20.6%	9.0%	10.3%	9.4%
More than five times	19.4%	30.4%	29.7%	8.5%	9.3%	8.1%
Blank	10.4%	5.1%	3.9%	15.4%	13.6%	14.2%
Number of meetings met your needs						
Yes	71.6%	77.2%	78.4%	54.8%	59.0%	57.3%
No	8.2%	7.6%	8.2%	13.9%	12.3%	13.0%
Undecided	9.7%	10.1%	8.2%	14.4%	13.8%	14.1%
Blank	10.4%	5.1%	5.2%	16.9%	14.9%	15.5%
Amt time spent ea meeting						
Have not met with advisor	5.2%	6.3%	3.3%	15.4%	11.9%	12.4%
Less than 5 minutes	9.0%	6.3%	7.2%	7.6%	8.0%	8.1%
5 to 10 minutes	29.9%	44.7%	39.2%	36.9%	41.1%	40.9%
16 to 30 minutes	34.3%	24.9%	29.4%	19.4%	20.3%	19.7%
More than 30 minutes	12.7%	14.3%	17.3%	5.6%	5.3%	4.7%
Blank	9.0%	3.4%	3.6%	15.1%	13.4%	14.2%

**MARCH 2012 MONITORING REPORT
ANNUAL REPORT**

EXECUTIVE LIMITATIONS

General Executive Constraint's #2

An open climate in the decision-making process shall not be discouraged.

ANNUAL

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CEO's Interpretation:

Institutional and organizational success is achieved only through the results of reliable data and information which is collected seamlessly from the institution, thus affecting the decision-making process. In this president's view, an open climate institution is cultivated in various ways, including information and conversations gleaned from students, employees, board or Trustees, and community stake holders. Achieving a positive perception toward a presidential open climate environment, I believe, rests solely in the minds of the evaluator. This president encourages and provides opportunities for exchange and input at multiple levels of the campus community.

Activities Encouraging an Open Climate culture by the president:

- All employee monthly meetings
- Faculty breakfast and lunches
- Regular meetings with Student Government Association
- Meetings with campus clubs and organizations
- Weekly meetings with Faculty Senate President
- Involvement with community organizations
- MBWA—Management By Walking Around
- Attending student functions
- Attending Athletic events
- Advisory Board meetings
- State and Federal involvement regarding public policy affecting the college
- Chamber Activities
- Available via email, phone and personal visits from students, employees and constituents
- Service Club involvement
- Involvement with college's Endowment board
- Department visits
- Interaction with area USD's
- Joining students and staff in cafeteria

The above activities and engagements have resulted in an exchange of information and ideas campus and community-wide. On numerous occasions because of the above activities, I have perceived an institutional climate that values, appreciates and encourages open communications throughout the organization. There are and will continue to be opportunities to develop even stronger linkages of decision-making awareness.

Steve Quakenbush, GCCC Information Services and Publications

Various staff and faculty volunteers will represent the college and work to recruit students in GCCC's booth at the 2012 Better Home and Better Living Show, scheduled March 23-25 at the Finney County Exhibition Building. Sponsored by the Western Kansas Broadcast Center, the annual show draws a crowd of individuals that visit the GCCC booth to inquire about programs ranging from nursing, allied health, business, education, woodworking and cosmetology to Kids' College, online courses and Business and Community Education offerings, as well as to seek class schedules and enrollment information for the summer and fall semesters.

Steps to Startup, a free workshop to assist area entrepreneurs in launching new businesses, was conducted Jan. 17 and Feb. 14 by the Kansas Small Business Development Center at GCCC, with additional sessions scheduled March 27, April 25 and May 14. The workshop series is co-sponsored by the U.S. Small Business Administration and the Kansas Department of Commerce.

Admission wristband sales are continuing for Lucky 13, the 34th Annual GCCC Endowment Association Scholarship Auction, which will open at 6 p.m. on the Friday of April 13 at the Finney County Exhibition Building. In addition to a live and silent auction to raise funds for academic and technical scholarships, the evening will include a donation drawing for a 2012 GMC Terrain. Wristbands and vehicle tickets are available from the Endowment Association office and association board members, as well as at Keller Leopold Insurance, Kinney Glass, Goldworks, Skeeter's Body Shop and Western Motor. Scott Auction of Garden City will conduct the live action.

The Jacob Breeden Exhibition, which opened with a public reception March 3, is on display through March 24 in Mercer Gallery at the Pauline Joyce Fine Arts Building, showcasing the colorful creations of a painter and sculptor from Amarillo, Texas. The featured artist's shapes and images have appeared in a half-dozen solo exhibitions since 2006, as well as at least 20 juried art shows since 2003. Various private collections own Breeden creations too, in states across the U.S.

GCCC is hosting all three Garden City Area Chamber of Commerce legislative coffees for the spring of 2012, which have already included sessions at 10 a.m. Feb. 18 and March 17 in the Endowment Room of the Beth Tedrow Student Center. Those will be followed April 14 by the third coffee in the auditorium of the Pauline Joyce Fine Arts Building, conducted in conjunction with the community's 2012 economic outlook conference. In addition, the college hosted the 2012 Republican Party caucus March 10 in the Beth Tedrow Student Center.

Jazz saxophonist and Wichita State University Jazz Ensemble Director Robert Young led the Southwest Kansas All Star Big Band in a public concert March 5 to conclude the 2012 Garden City Jazz Festival, coordinated by GCCC Band Director Jim McAllister and staged in partnership by GCCC and the Garden City Telegram. GCCC also recently hosted the Southwest Kansas Six Grade Honor Band Clinic, and is preparing to host the 2012 Garden City Piano Festival March 23-24 and the Kansas State High School Activities Association Class 1A-2A-3A Solo and Ensemble Festival the following weekend.

The GCCC Department of Public Safety is offering the National Rifle Association Women on Target firearms class for men and women again on March 24, in partnership with the Sand and Sage Rifle and Pistol Club. In addition the department is conducting the Kansas Concealed Carry class for Southwest Kansans interested in qualifying for their state concealed carry firearms licenses. Also offered in cooperation with Sand and Sage, the concealed carry course dates are April 14 and June 9.

Collegiate reading instructors and others from across Kansas converged March 9 at GCCC for the organizational meeting of the Kansas Association of Developmental Reading Instructors. The group was

created as a professional association for reading professionals at the community college level, with backing from the Kansas Council for Instructional Administrators. The gathering, coordinated by GCCC Reading Instructors Michelle Branton and Jan Bitikofer, as well as Dean of Academics Kevin Brungardt, included drafting of bylaws and the election of the first set of officers for the organization.

The American Red Cross conducted the annual GCCC Campus Blood Drive March 7 in the Dennis Perryman Athletic Complex, coordinated by Campus Health Nurse Janice Nunn. The Bloodmobile visit offered students, faculty and staff an opportunity to donate blood to assist people facing illness, as well as those injured in accidents or victimized by violent crime across a multi-state region. Many students became blood donors for the first time in their lives.

A total of 205 people attended the Garden City segment of College Goal Sunday on Feb. 12, coordinated by Financial Aid Director Kathy Blau and the GCCC Financial Aid Office with 29 volunteers. The event provided assistance to 91 college-bound students from over a dozen communities, along with their families, in completing the Free Application for Federal Student Aid, the basis for nearly all financial assistance to postsecondary education students in the nation. College Goal Sunday took place simultaneously in 22 Kansas communities and in various states across the nation.

When the Southwest Kansas Live on Stage community concert association presented the visiting “American Spirit” musical performance March 8 in Garden City’s Clifford Hope Auditorium, the GCCC Concert Choir took to the stage as part of the program. Directed by Clay Wright, the choir joined in the patriotic production by presenting “Battle Hymn of the Republic,” “Swing Low, Sweet Chariot” and “God Bless America.” Choir members include Contessa Caraballo, Leavenworth; Jamie Evans, Elkhart; Robin Farmer, Hugoton; Lauren Groth, Dodge City; Jasmine Howell, Elkhart; Jordan Lee, Plains; Wendy Waechter, Lakin; and Nancy Wiebe, of the Kismet Plains area. Others are Kayla Pena, Holcomb, plus Garden City residents Rosaleen Amante, Megan Bartel, Jacob Brungardt, Zachary Champlin, Victoria Charles, Christy Hall, Tillie Hall, Heidi Hubbard, Andrew Korbe, Bryan Lunzmann, Erin McDonnell, Angie Schieber, Cody Schaffer, Rachael Swank, Brittany Talbott, Wendy Thiel and Rachael Wedel.

In addition to hearing the choir this month with “American Spirit,” more than 200 people attended the 2012 GCCC Valentine Concert during February in the auditorium of the Pauline Joyce Fine Arts Building, featuring a collection of classic and contemporary tunes focused on the theme of romance and love. The program included the GCCC Concert Choir and the select College Singers ensemble, as well as several solo, duet and ensemble selections. At the request of GCCC Trustee Ron Schwartz, one piece was dedicated to his wife, Janie Schwartz.

More than 300 people attended the four-night GCCC Drama Department dinner theater production, “Almost Maine,” which included a series of sentimental short plays about romance, all set in the state of Maine. Written by John Cariani and directed by GCCC Drama Director Phil Hoke, the production included a cast and crew made up of Nicole Dyer, Garden City; Alan Kessler, Lakin; Holden Eisiminger, Ulysses; Nancy Wright, Garden City; Ivonne Flores, Garden City; Chase Lumley, Sublette; Justin Godwin, Liberal; Molly Gardner, Garden City; Ashley Martinez, Garden City; Carissa Hodgs, Ingalls; and Heather Kochivar, Elizabeth, Colo. Great Western Dining provided the dinner.

The GCCC Fine Arts Department conducted Fine Arts Day on March 1 as a first-ever recruitment and enrichment event to bring high school students to campus for experiences in theater, vocal and instrumental music, visual arts and communication media. In addition to the live arts experiences, the day included scholarship audition and interview opportunities. The department invited high school students who have indicated an interest in the arts through contacts with the GCCC Admissions Department.

Fine Arts Day concluded with a public performance in the evening by the GCCC Concert Band, directed by Jim McAllister. Band members include Jasmine Howell, Elkhart; Wendy Waechter, Lakin; Dustin

Hopkins, Scott City; Samantha Lobmeyer, Leoti; Morgan Salter and Brandon Salter, both of Holcomb; Santana Arevalo and Caitlin Kinsey, each of Ulysses; as well as Wendy Thiel, Zac Champlin, Rachel Swank, Bryan Lunzman, Brittany Talbott, Alison Guerrero, Cherlyn Suderman, Hunter Rowland, Theresia Matthews and Jacob Brungardt, all of Garden City.

The Kansas Community College Information Technology Conference took place March 8 at GCCC, drawing information technology directors and other senior personnel, as well as network and security managers from a number of the 19 community colleges of Kansas. Coordinated locally by Jeff Southern, GCCC IT director, this was the first time the gathering has taken place in Garden City. Participants focused on a wide range of computer and network issues, concerns and functions, ranging from security and cloud storage to vendor presentations.

The Garden City Community College Academic Excellence Challenge team is back from competition at the National Academic Quiz Tournament in Panama City, Fla., after concluding competition at the NAQT sectional championships as one of the top 24 teams in the U.S.

GCCC's 45th annual intercollegiate rodeo, the longest running community college rodeo in Kansas, took place March 2-4 at the Horse Palace indoor arena on the Finney County Fairgrounds, drawing more than 450 riders from universities and colleges across Kansas and Oklahoma.

Garden City Community College Athletic Director Bob Larson, already a member of the NJCAA Hall of Fame as a football coach, was inducted March 3 into the inaugural class of the Pratt Community College Athletic Hall of Fame. A Wichita West High School graduate, he began his collegiate career at PCC as a member of the football team in 1970-71 and the wrestling team in 1970. He later transferred to Colorado State University, where he graduated.

Kevin Brungardt, Dean of Academics

On March 9, representatives from at least eleven of the state two-year institutions will be on campus to begin work on organizing the state reading organization that I have been telling you about. The purpose of the meeting will be to establish a mission, determine the kinds of things the organization will deal with, and to write the by-laws. The group is tentatively planning a state wide meeting in April to be held in Salina.

The AEC Team has returned from the National Tournament held in Panama City, Florida. We finished 16th in the nation after all was done. The team was seeded 24th going in, so we finished 8 places higher than to start. The students represented GCCC well. Please congratulate them if you see them. Team members are Bryan Lunzmann, Tillie Hall, Brandon Salter, Hunter Rowland and Daniel Quach.

Kansas Poet Laureate Caryn Mirriam-Goldberg is coming to town March 24 for a humanities talk at 11 A.M. at the Garden City Public Library. She will also be on the Garden City Community College campus as part of a one-hour, round-robin reading at Saffell Library, Friday evening, March 23, from 7:00-8:00. Refreshments will be served at this free event. The reading will consist of her work as well as community members and GCCC students who are invited to come and read their works. This casual yet inspiring event is to celebrate the written word and local talent. All are welcome.

On Wednesday, February 22, I met with a representative from the high school to talk about the possibility of concurrent classes to be taught at the high school next year. There is a possibility that we will begin teaching a few sections of classes like algebra and English at the high school once we meet the needs on this campus. We are waiting for the instructor credentials from the high school so we can start to determine who can teach these classes for us. Once we get that established, I will be working with division directors to figure out which classes the number of sections we will allow to be taught concurrently through Garden City High School.

KNEA-SP has two members running for state offices, Dustin Hopkins and Wendy Thiel. Dustin is running for President Elect and Wendy for Underclassman Representative. Our Jennie Barker Revitalization project is up for the CLASS Grand Award at the same Leadership Competition. The project will benefit Jennie Barker Elementary greatly. KNEA-SP has helped pave the way to nearly \$60,000 in contributions for the project.

Cathy McKinley, Dean of Continuing Education and Community Services

Garden City Community College will honor General Education Development (GED) graduates at a dedicated commencement ceremony on Sunday, May 6, at 2 p.m. in the Dennis Perryman Athletic Complex. Students who have earned the GED High School Equivalency Diploma in 2011-12 through GCCC's Adult Learning Center and Project Destiny 2 programs will participate in the graduation exercises.

Adult Learning Center

- ***Migrant Family Literacy***

The Migrant Family Literacy (MFL) program conducted an event on Feb. 1 for families at East Garden Village (EGV) and Georgia Matthews Elementary School. Winter-themed activities included cookie decorating, making a snowman out of paper and cotton balls, making snowmen out of marshmallows and Reece's Peanut Butter Cups, a scavenger hunt, and reading the book *Snowy Day* by Ezra Jack Keats. There also was a large quantity of food provided by the parents.

The FY12 goal for MFL is to increase the number of migrant families served by 10%. Adrienne Hamann, MFL coordinator, has been visiting with GED students to see if any qualify as migrant, as well as visiting with Level 4 ESL students about transitioning into college. Hamann also has also been attending courses to attain a certificate as Certified Supervisor I through GCCC's Business & Community Education professional development courses.

"Incredible Years" workshops have been taking place at EGV on Fridays from 11:30 a.m. until 2:30 p.m. These workshops are facilitated by Blanca Cano and Jossandra from USD 457. When the workshops are complete in April, another session, in collaboration with USD 457, will begin for migrant families in May.

- ***ESL/Refugee Programs***

Thirty books have been delivered and are being distributed to migrant students in ESL classes. The refugee center has been working with Dal's Driving Classes to increase the number of participants completing driving skills training. Currently, 16 refugees have been issued State of Kansas Instructional Permits and six have completed driver's training and now have a regular State of Kansas driver's license.

ESL Coordinator Linda Miller has been nominated to participate with the state-wide CASAS Reading Work Group. This group will garner the expertise of adult education reading practitioners in the development of the 2015 CASAS Reading tests. Miller; Maryann Baker, ESL Level One instructor; and Hector Martinez, ALC Director, presented at the Kansas Adult Education Association annual conference in Wichita Feb. 29 and March 1.

- ***Transition Program***

Transition Coordinator Nora Salazar identified 13 students who transitioned through the adult basic education program who earned placement on the Fall GCCC Honor Roll. Former ALC students earning the honors were Yesica Acosta, Vanessa Aguirre, Thanh Cao, Jon Medina,

Cristina Acosta de Martinez, Ashlee Bean, Bridget Carr, Julio Magana, Leslie Murillo, Cynthia Ramos, Marissa McKinley, Khin Win and Veronica Medrano.

- **A-OK (Accelerated Opportunities for Kansans)**
Thirty-one participants have been enrolled into the Accelerated Opportunity for Kansas (AO-K) project. Twelve participants are working toward finishing their GED and seven participants are in the beginning stages “prep class” of the AO-K program.

Business & Community Education

Business & Community Education staff members represented Garden City Community College with a booth at the Bridal Fair on Feb. 14 at the Clarion Conference Center. There were at least 75 registered brides and many more onlookers. The GCCC display highlighted customized jewelry-making, dance, and cake decorating classes. Two \$100 gift certificates for Business & Community classes were given away to Bridal Fair attendees.

February Trainings	Course	Enrollments
Contracts		
Mosaic College for Life	Valentine Crafts & Dating 101	20
Royal Farms Dairy	2nd session ESL	12
Finney County	Scissor Lift Safety	19
Open Enrollment		
	Excel Fundamentals evening	4
	Excel Intermediate	3
	QuickBooks Fundamentals day	8
	QuickBooks Fundamentals eve	3
	Pronto Spanish	5
	CDL Exam Prep	10
	Performance Management	6
	Conflict Management	6
	Harnessing Innovation	6
	All About the Web (Silver Series)	3
	Email Basics (Silver Series)	3
	Totals	108

Educational Talent Search (ETS)

Moving toward the final step of college preparation, nine Talent Search seniors attended a pre-orientation seminar at the University of Kansas on Feb. 17. The seminar featured different discussion group topics. The groups allowed students and parents to ask questions concerning college enrollment, student work study, housing/dorms, departmental grant availabilities, etc. These students are now ready for final enrollment to the University of Kansas.

ETS parents and students from the middle and intermediate schools will volunteer at the Garden City/Finney County Animal Shelter on Feb. 25 from 8 a.m. to noon in recognition of TRiO day. This will enhance public awareness of the Talent Search program, encourage camaraderie among the students, allow parents to become closely involved with the program, and benefit the community through the volunteer service.

Nineteen Talent Search students recently were named to the Abe Hubert Middle School honor roll.

Project Destiny 2

Project Destiny staff participated in Parent/Teacher Conferences in Syracuse and Lakin to promote the HEP program and educational opportunities in an effort to recruit new participants.

Area students from **Johnson, Ulysses, and Syracuse** are coming to Garden City Community College Assessment Center to take the GED Official Exams this month. **Scott City** – Itzel Rodriguez, Project Destiny Coordinator, and Lourdes Antillon, HEP tutor, made program presentations for employees at McArthur Farms in Scott City to recruit new students for the program. Also, flyers promoting services were distributed among parents at the Scott City Elementary School. Classes in Scott City are offered at the First United Methodist Church on Tuesdays and Thursdays from 5 p.m.-8 p.m.

Spanish Radio Advertising: Project Destiny has been running Spanish radio advertising on KSSA FM in Garden City and KSMM FM La Mexicana in Liberal throughout the month of February promoting classes in southwest Kansas.

Southwest Kansas Regional Prevention Center

The Regional Prevention Center is in the process of hiring a new Community Consultant to assist in bringing prevention programs and practices to communities within its 25-county region. The RPC also will be partnering with the Liberal Area Coalition of Families to hold a training of facilitators for the Strengthening Families for Parents and Youth age 10-14 program on March 19-20. They are also continuing their work with Saint Francis Community Services to bring the Strengthening Families program to parents and youth in Ford, Finney, and Seward counties.

Small Business Development Center

February brings “KSBDC Day at the Capitol.” It was a very positive day of meetings with the legislators. SBDC Director Pat Veasart developed a “talking points” sheet that hit the highlights of the KSBDC across the state. A copy of the talking points is below. Legislators especially enjoy seeing the positive return of \$9.90 for every \$1 of the Kansas investment in the KSBDC program statewide.

Cheryl Schmale, Asst. Director, continued to participate in the Kansas Entrepreneurial Communities Initiative (KECI) board for Scott and Wichita Counties. She also directed the annual review of accounting for the Western Kansas Economic Development Alliance (wKREDA) at the end of the month.

The 2011 Annual Report to SBA and the 4th quarter 2011 financial reports were submitted to the state office. Presentations included “Steps to Start-up” workshops in Garden City. Mike O’Kane also presented a “Steps to Start-up” workshop in Liberal. Veasart was a speaker at Dodge City High School for Culinary Arts students starting a job shadowing program. The topics included finding and keeping a job, resume writing, dealing with customers and professional behavior.



The KSBDC Network – Your resource for connecting with the Small Business Community!

We work with both emerging and existing businesses in areas that include business planning, financial analysis, marketing, layout & design, human resources, tax questions, record keeping and much more!

KSBDC State Office
Greg Panichello, State Director
214 SW 6th St, Suite 301
Topeka, Kansas 66603-3719
785-296-6514
www.kansas.gov/ksbdc
KSBDC.gpanichello@fnsu.edu

GCCC KSBDC
Pat Veasart, Regional Director
801 Campus Drive
Garden City, Kansas 67846-6333
620-276-9632
www.swksbdc.com
pveasart@gcnet.com



- **Jobs** - KSBDC Business Consulting helped generate 10,434 new jobs and saved an additional 12,271 jobs in the past 9 years.
- **Sales Growth** - In 2010 KSBDC clients experienced a 24% increase in sales growth compared to the Kansas aggregate sales growth of -3.4%. This resulted in an incremental increase in sales of \$37.8 million.
- **Capital Access** - In 2010 the KSBDC helped 527 entrepreneurs obtain \$56.2 million in financing and equity.
- **ROI** - Our ongoing independent economic impact study (Docking Institute) reported that the KSBDC returns \$9.9 for every \$1 invested by KDOC.
- **Businesses Started** - In 2010 KSBDC clients started 306 new businesses, bringing the 9 year total to 2,414 new businesses.



The Kansas Small Business Development Center is funded in part through a cooperative agreement with the US Small Business Administration and the Kansas Department of Commerce.

Dee Wigner, Vice President, Finance and Operations

Spring cleaning has begun! The garage west of the Dennis Perryman Athletic Complex parking lot has been emptied. The building, which has been an eye sore for years, will soon be razed. Several wire cages have been installed in the mezzanine above the woodshop. The cages have been assigned to several departments to provide organized storage for vital records and supplies.

The Garden City economy was boosted with the disbursement of student financial aid. Disbursement began on February 22. Over 660 refunds were issued to students in excess of \$945,000.

In an effort to decrease costs and streamline operations, the GCCC Print Shop and Copy Center are switching from the Administrative Services Division to the Information Services and Publications Department under the direction of Tiffany Heit. Effective March 19, switchboard operations will move

to Student Services located in the Student and Community Services Center. In addition, the Physical Plant Department will assume responsibility for mail and freight receipt and processing.

Ryan Ruda, Dean of Students

Financial Aid

Below is a breakdown of the aid that has been disbursed for the Spring 2012 semester during the first week of disbursement.

AID DISBURSED THROUGH 2-23-12 FOR SPRING 2012

	Pell	SEOG	Loans	Institutional	TOTAL
2/16/2012	\$1,008,557.14	\$20,390.00	\$550,256.00	\$485,853.00	\$2,065,056.14
2/17/2012	\$20,863.00	\$237.00	\$10,375.00	\$1,725.00	\$33,200.00
2/21/2012	\$18,491.00	\$501.00	\$15,551.00	\$2,990.00	\$37,533.00
2/22/2012	\$7,506.00	\$0.00	\$11,843.00	\$734.00	\$20,083.00
2/23/2012	\$17,172.00	\$125.00	\$25,274.00	\$2,350.00	\$44,921.00
TOTAL	\$1,072,589.14	\$21,253.00	\$613,299.00	\$493,652.00	\$2,200,793.14

GCCC hosted a College Goal Sunday event for area students and families to attend in February. Kathy Blau coordinated the annual event which provides an opportunity for students and families to get assistance with completing the federal financial aid. The table below shows that this past event was the largest turnout for students and families served since the inception of the event.

GCCC received notice that their 2 year default rate has decreased to 8.4% in 2011-12 from 9.4% in 2010-11. The three year cohort default rate will be announced next week.

COLLGE GOAL SUNDAY SUMMARY BY YEAR--GARDEN CITY SITE

YEAR	2004	2005	2006	2007	2008	2009	2010	2011	2012
Number of Volunteers	27	29	32	33	27	32	32	38	29
Number of Students	65	73	78	76	81	78	72	87	91
Attendees (w/o volunteers)	128	150	147	141	145	148	165	191	205

Intramurals

Several intramural events have been offered over the course of the last month. Intramurals programming has been expanded this last year and has seen significant involvement and enthusiasm among students and staff.

Dodge ball Tourney (1-31-12) – 5 Staff members and 38 Students with a total of 43 total participants.

NBA 2K12 Tourney (2-9-12) – 5 College Students

3 Point Contest (2-7-12) – 12 Students

Free Throw (2-7-12) – 11 Students

Racquetball is on its way.

As of right now for **intramural Basketball** we have around **80** Students with **11** total teams.

Records

Several new projects are being completed and expanded by the Records staff to enhance the registration process. The first table shows the number of students and advisors that are currently utilizing web registration as the method for registration during the Spring 2012 enrollment period. Expansion to web registration will be taking place for Fall 2012 to further add opportunities for student registration through this mode.

Web Registration Totals

TERM	# STUDENTS	CREDIT HOURS	# ADVISORS*
12SP	45	668	6
11FA	29	408	12
11SU	10	63	8
11SP	1	3	1

TOTAL	85	1142	27
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* 13 unique advisors

The other project that has been piloted during the spring 2012 enrollment cycle and will be implemented for all courses in Fall 2012 is the Waitlist feature. Nancy Unruh has provided a snapshot of this project for review.

Waitlist Pilot Project

During registration, students may attempt to enroll in a course that has reached maximum capacity. Historically at GCCC, manual waitlists have been maintained by instructors for courses that have reached maximum enrollment.

The Waitlist application (through Datatel Colleague) provides a place for tracking students who are not yet enrolled but wish to be enrolled in a course. Colleague adds the student to the waitlist for a section of a course and also allows us to:

- Control which courses and sections can be waitlisted.
- Determine how many students can be put on the waitlist of a particular section.

By utilizing Waitlist, we will be able to keep track of these student and allow them to enroll in a course if the capacity changes. Administration may also decide to increase the maximum capacity of a specific course section (i.e., by relocating the course location to a larger room) or open another section of the course.

After the testing phase of the Waitlist application was completed, the pilot phase was implemented effective with registration for the Spring 2012 semester. Below is a recap of the Pilot Group.

Instructors: 10

Course Sections: 56

The decision was made to allow an “unlimited” number of students to be placed on any given Waitlist for a course section. Once a student is placed on a Waitlist for a course section, they are instructed to check their GC3 email on a daily basis for notification if a space becomes available. Once a space becomes available, the student has four days to accept the invitation to enroll in the course section. For the Spring 2012 semester, two additional sections of College Skills Development were opened because of the number of students who were placed on the Waitlist. Effective with the Fall 2012 semester, the Waitlist option will be available on all course sections.

Health Services

To date, 100% of Residential Life students are up to date with MMR’s (measles/mumps/rubella). Additionally, per legislation passed last session in Kansas, starting in the fall 2012 semester, all students are required to complete a Tuberculosis risk assessment prior to being able to start courses. Each higher education institution receiving federal funds is required to have a policy approved by KDHE prior to April 1, 2012. GCCC through the efforts of Janice Nunn received notice that their Tuberculosis Risk Assessment Tool/Policy has been approved by Kansas Department of Health & Education. Now the implementation of conducting the risk assessment on all students will begin for fall 2012.

Admissions:

Admissions hosted the inaugural Presidential Honors Banquet in February to recognize students who have been offered a GCCC Presidential Scholarship Award. Seventeen students from Garden City and Holcomb were able to attend, as well as 36 family guests and 18 staff members for a total of 71 attendees. Dr. Swender gave an informative presentation that was enjoyed by all. Ryan Ruda served as the master of ceremonies, and Kevin Brungardt and Melinda Harrington recognized the students and presented them with their scholarship certificates.

Stacey Diehl and her staff served unbelievably amazing food and excellent service.

Comments about the entire evening were all above positive.

Plans are to continue to host the banquet each year but move it to the fall semester.

47 Lakin Middle School Students were on campus on February 9 for their annual “Futures” Tour. They were accompanied by Wendy Hill, lead teacher and 4 other staff members. Students spent time learning about career options in Criminal Justice, Fire Science, EMST, Cosmetology, Nursing, Childcare, John Deer Ag Tech and Science. They also visited the Detention Center during the day. Lunch was in the Fire Tower classroom. This is the 13th year Ms. Hill has brought her students to the GCCC campus.

Dr. Lenora Cook, Dean of Technical Education:

Emergency Medical Services

The self-study for accreditation was sent to the Commission on Accreditation of Educational Programs. Our tentative date for the site visit is June 4th and 5th, 2012. The EMS advisory committee and medical directors have been actively involved in the accreditation process and have met several times to support Brad Sisk and Jerrad Webb as they have preparing the self-study.

Nursing and Allied Health

The nursing faculty are also preparing for an accreditation site visit to be schedule in 2013. Patsy Zeller, Amy Waters, Grace Donecker, and Elizabeth Wampler are attending an accreditation workshop 18th through 21st of March. Through the accreditation process, the faculty and staff have analyzed the nursing

program data and as a result requesting a change in curriculum. The request will be taken to the Kansas State Board of Nursing and National League of Nursing Accreditation Commission in June 2012.

Automotive

The automotive program has been reorganized to allow students to achieve stackable credential leading to an AAS degree. This program is also aligned with the Automotive Technology Program approved by the Kansas Board of Regents. The advisory committee will meet to review and revise the proposed curriculum. New program brochures are being created to promote the program.

Industrial Maintenance

We have recently hired a new industrial maintenance instructor which will allow us to schedule more classes in that area. Edmond Fischer and Devin Wackerla attended an NCCER course for new instructors.

Perkins Grant Activities

All programs are scheduling their advisory committee meetings. They will be inviting a representative from GCCC Business and Industry and the Workforce Center to broaden a collaborative effort to meet the needs of industry through career and technical education. The WorkKeys assessment test will be discussed with the industry partners as it relates to connecting students skills with the industry needs.

John Deere Ag Tech

The sophomore class of 17 concluded a 4 day tour of factory and corporate facilities in Waterloo , IA, Moline, IL and Springfield, MO.

Garden City Community College Performance Report – 1st Year – 1-01-2011 – 12-31-2011

Institution: Garden City Community College	Contact Person: Kevin Brungardt	Contact phone & e-mail: (620)276-9539 Kevin.brungardt@gcccks.edu	Date: 7/15/09 – rev 08-19-09	
Regents System Goal A: Efficiency/Effectiveness/Seamlessness				
Institutional Goal 1: : Improve Seamlessness of Transitioning ALC students to college-level classes				
Key Performance Indicator (Data)	3-Year Performance History	Targets	Performance Outcome	Evaluation
1. Of the students who have transitioned to the college after completing the GED requirements in the Adult Learning Center, increase the percentage of those who take at least one technical education course within one year of transition.	<u>Sept 2005-Aug 2006</u> 20 students enrolled in tech ed classes out of 40 who transitioned <u>Sept 2006-Aug 2007</u> 18 students enrolled in tech ed classes out of 31 who transitioned <u>Sept 2007-Aug 2008</u> 22 students enrolled in tech ed classes out of 33 who transitioned <u>Baseline - 3 year average</u> (Sept 05-Aug 08) of 57.6% (60/104)	2010 – 3% increase over baseline 2011 – 4% increase over baseline 2012 – 5% increase over baseline	2010: 63.3% (19/30) 2011: 48.4% (15/31)	Target not met
2. Of the students who have transitioned to the college after completing the GED requirements in the Adult Learning Center, increase the percentage of those enrolling in college-level English (ENGL 101) within one year of transition without the necessity of remediation.	<u>Sept 2005-Aug 2006</u> 9 students enrolled in ENGL 101 out of 40 who transitioned <u>Sept 2006-Aug 2007</u> 12 students enrolled in ENGL 101 out of 31 who transitioned <u>Sept 2007-Aug 2008</u> 5 students enrolled in ENGL 101 out of 33 who transitioned <u>Baseline - 3 year average</u> (Sept 05-Aug 08) of 25% (26/104)	2010 – 1% increase over baseline 2011 – 2% increase over baseline 2012 – 3% increase over baseline	2010: 30% (9/30) 2011: 29% (9/31)	Target met
3. Of the students who have transitioned to the college after completing the GED requirements in the Adult Learning Center, increase the percentage of those enrolling in college-level math (MATH 107 or above) within one year of transition without the necessity of remediation.	<u>Sept 2005-Aug 2006</u> 4 students enrolled in MATH 107 or above out of 40 who transitioned <u>Sept 2006-Aug 2007</u> 0 students enrolled in MATH 107 or above out of 31 who transitioned <u>Sept 2007-Aug 2008</u> 6 students enrolled in MATH 107 or above out of 33 who transitioned <u>Baseline - 3 year average</u> (Sept 05-Aug 08) of 9.3% (10/104)	2010 – 1% increase over baseline 2011 – 2% increase over baseline 2012 – 3% increase over baseline	2010: 20% (6/30) 2011: 12.9% (4/31)	Target met

NARRATIVE — INSTITUTIONAL GOAL 1: Improve Seamlessness of Transitioning ALC students to college-level classes

Key Performance Indicator 1: Percent of GED completers transitioning to college-level technical education classes.

Data Collection: Percent will be determined by dividing the total number of Adult Learning Center students who have successfully completed GED requirements and transitioned to GCCC into the number of those completers who enroll in at least one technical education class within one year of completing the GED requirements.

3-Year Performance History: From Sept. 2005-Aug. 2006, 40 Adult Learning Center students successfully completed GED requirements and transitioned to the college. Twenty of those students enrolled in a technical education class within one year of completing the GED (50%); 31 students completed and transitioned in 2006-07 and 18 of them enrolled in a technical education class within a year (58%); and 33 completed their GED and transitioned in 2007-2008 with 22 of them enrolling in a technical education class within a year (66%).

Targets: The College has begun an initiative to transition Adult Basic Education students who complete their GED and matriculate to college-level classes into technical education classes in order to give these students the training and skills necessary for eventual success in the workforce. This initiative is in alignment with the mission of the College to produce positive economic contributors to society. As the breakout of the data shows, the number of students who transition to technical education classes from those that complete their GED's through the school's Adult Basic Education program are fairly consistent. During the past year, students were changed into a college orientation class as they approached completion of their GED requirements. The intent was to introduce them to the rigors of college curriculum and get them acquainted with their chosen program of study. The fact that we need to step up our efforts for this indicator are obvious. Intensive advising for students will begin sooner in the process as they start down the path of completing their GED requirements. Instructors will also be asked to introduce themselves to those students who indicate a specific area of technical interest and they will be given the opportunity to get the GED student involved in college-level activities much sooner in the process.

Key Performance Indicator 2: Percent of GED completers transitioning to college-level composition classes.

Data Collection: Percentages will be determined by dividing the total number of Adult Learning Center students who have successfully completed GED requirements and transitioned to GCCC into the number of students from that cohort who enroll in ENGL 101 within a year of completing the GED without the need for remediation between GED completion and enrollment in English 101.

3-Year Performance History: From Sept. 2005-Aug. 2006, 40 Adult Learning Center students completed GED requirements and transitioned to the college and 9 of those students enrolled in ENGL 101 within a year completing their GED without the need for a remedial English course (22.5%). Thirty-one students completed their GED requirements and transitioned to the college in 2006-2007 and 12 enrolled in ENGL 101 within a year without being placed in a developmental English class (38.7%); and 33 students complete and transitioned in 2007-2008 with 5 of them enrolling in ENGL 101 within a year without being placed in a developmental English class (15%).

Targets: One of the Five Strategic Areas defined by the KBOR questions is the alignment of high school graduation and college preparation expectations. The focus of this target is to ensure that students who complete the requirements for a GED through the college Adult Basic Ed. program are adequately prepared to enroll in college-level composition courses without the need for developmental English. Upon registration at the college, all students are required to take the Compass Placement test for mandatory placement in math, English, and reading classes. We recently received a grant written specifically to give our Adult Basic Education instructors the resources and training they need to ensure a seamless transition into college-level composition classes. The purpose of this grant is to increase the number of individuals who were previously unemployed or underemployed entering high-demand and high-skills jobs. The goals are considered stretch because of the unpredictable nature of the students completing GED requirements. English is not the first language for many of them and while they are capable of successfully completing the GED, they often need the kind of help that an English as a Second Language class can give them before they can be successful in a college level composition class.

While we did meet the target number for this year, we did not show the kind of directional improvement we desired upon the establishment of this goal. A couple of items we did not take fully into account may be affecting the numbers. Often, students striving to attain their GED have setono

higher goal. They consider themselves completers upon passing the GED and have no desire to enroll in college-level classes at that point even though they are capable of doing so. Another factor is that a majority of our Adult Basic Education students who are working toward a GED do not consider themselves as "college material." They lack the confidence in their academic abilities to continue on to college-level classes. In order to address these factors, college orientation classes are now being offered to specific cohorts of students while they are still working toward their GED diploma. The need to step up recruiting and advising efforts between the Adult Basic Ed. instructors and the college-level instructors is equally important. In the past year, a group of college-level instructors did address cohorts of students in the area of mass media with minimal results. It is obvious that the effort must be more collaborative between both levels of instructors and with the school admissions team and our counseling/advising staff as well.

Key Performance Indicator 3: Percent of GED completers transitioning to college-level math classes.

Data Collection: Percentages will be determined by dividing the total number of Adult Learning Center students who have successfully completed GED requirements and transitioned to GCCC into the number of students from that cohort who enroll in MATH 107 or above within a year of completing the GED without the need for remediation between GED completion and enrollment.

3-Year Performance History: From Sept. 2005-Aug. 2006, 40 Adult Learning Center students successfully completed GED requirements and transitioned to the college. Four of those students enrolled in MATH 107 or higher without the need for a developmental math class(10%); 31 students completed and transitioned in 2006-2007 and none of them enrolled in MATH 107 or higher (0%); and 33 students passed their GED and transitioned in 2007-2008 with 6 of them enrolling in MATH 107 or higher without needing an additional developmental class (18%).

Targets: The focus of this target is to ensure that students who complete the requirements for a GED through the college Adult Basic Education and transition to the college are adequately prepared to enroll in college-level math courses without the need for remediation in math. Once again, this is in alignment with the Strategic Areas defined by the Board of Regents. All students must take the Compass Placement Exam upon registering at the college and are madatorily placed in math, English, and reading classes.

Once again, while we did meet the goal set for this indicator, we did not achieve directional improvement and we feel that the reasons are similar to those experienced in the college-level English indicator. Many students have set their goal at completing the GED and consider themselves completers at that point, and they often lack the confidence in their abilities to continue at a collegiate level. We will be addressing these issues for this indicator in the same manner as we are addressing those in Indicator 2.

Regents System Goal B: Improve Learner Outcomes				
Institutional Goal 2: Improve Work Keys assessment scores in the areas of math, reading, and locating information in technical education programs.				
Key Performance Indicator (Data)	3-Year Performance History	Targets	Performance Outcome	Evaluation
1. Increase Work Keys reading assessment results for students in the technical education programs.	<p><u>2004-2007 cohort</u> (41 students) avg pre-test score 65.1% & avg post-test score 65.5% = 0.4% increase</p> <p><u>2005-2008 cohort</u> (34 students) avg pre-test score 65.5% & avg post-test score 62.5% = 2.6% decrease</p> <p><u>2006-2009 cohort</u> (25 students) avg pre-test score 62.2% & avg post test score 61.1% = 1.1% decrease</p> <p><u>3-year baseline</u> of a 1.1% decrease between pre and post tests</p>	<p>2010 – Improve post-test avg score by 1% over pre-test avg score described in baseline</p> <p>2011 – Improve post-test avg score by 1.5% over pre-test avg score described in baseline</p> <p>2012 – Improve post-test avg score by 2% over pre-test avg score described in baseline</p>	<p>2010: 1.1% increase over baseline</p> <p>2011: .3% increase over baseline</p>	Target not met

2. Increase Work Keys math assessment results for students in the technical education programs.	<u>2004-2007 cohort</u> (18 students) avg pre-test score 73% & avg post-test score 74.5% = 1.5% increase <u>2005-2008 cohort</u> (30 students) avg pre-test score 68.1% & avg post-test score 72.8% = 4.7% increase <u>2006-2009 cohort</u> (22 students) avg pre-test score 68.1% & avg post-test score of 72.8% = 2% increase <u>3-year baseline</u> avg 2.2% increase	2010 – Improve post-test average score by 2% over pre-test average score described in baseline 2011 – Improve post-test average score by 3% over pre-test average score described in baseline 2012 – Improve post-test average score by 4% over pre-test average score described in baseline	2010: 2.59% decrease over baseline 2011: 1.03% decrease over baseline	Target not met
3. Increase Work Keys locating information assessment results for students in technical education programs.	<u>2004-2007 cohort</u> (23 students) avg pre-test score 69.6% & avg post-test score 70.5% = 0.9% increase <u>2005-2008 cohort</u> (23 students) avg pre-test score 70.3% & avg post-test score 68.8% = 1.5% decrease <u>2006-2009 cohort</u> (24 students) avg pre-test score 64.5% & avg post test score 63.1% = 1.4% decrease <u>3-year baseline</u> of 1.1% decrease	2010 – Improve post-test average score by 1% over pre-test average score described in baseline 2011 – Improve post-test average score by 1.5% over pre-test average score described in baseline 2012 – Improve post-test average score by 2% over pre-test average score described in baseline	2010: 2.92% increase over baseline 2011: 1.76% decrease over baseline	Target not met

NARRATIVE - INSTITUTIONAL GOAL 2: Improve Work Keys assessment scores in the areas of math, reading, and locating information.

Key Performance Indicator 1: Increase Work Keys reading assessment results.

Data Collection: Cohorts are determined by the number of students who take both the pre and post Work Keys reading assessment within 6 semesters of each other. The pre-test success rate will be determined by averaging the pre-test scores of the cohort and dividing by 7 (perfect score on the Work Keys reading assessment). The post-test scores of the cohort will also be averaged and then divided by 7 to determine the post-test success rate. The pre-test average percentage will then be subtracted from the post-test average percentage to determine the average percent of increase in the reading test score for the cohort.

3-Year Performance History: Three year avg scores were figured by cohort from entrance and exit scores between fall 2004 and spring 2009. Average test scores were figured from the students who either graduated with an AS or AAS degree or who received certification from a technical ed program who took the reading Work Keys assessment as incoming freshmen and those same students who took the reading post-assessment within 6 semesters.

Target: The College is looking to increase Work Keys reading scores between pre and post assessments with an ultimate goal of increasing the number of students who qualify for silver and gold Work Keys certification. The disaggregation of the data to include just the technical education programs shows that we have lost ground in reading test score averages. Our efforts to improve the reading scores have fallen short in the past year, and administration is currently working on learning why and developing strategies to successfully implement an improved knowledge of the importance of the Work Keys test. Mandatory training will take place for technical area faculty during the spring session and we plan on continuing that training on to their respective advisory boards in an effort to establish the Work Keys as a valuable job attainment tool. In the past year, the college has also increased the emphasis on reading at an acceptable level by increasing the mandatory reading requirements needed for graduation. Recently, a reading tutoring lab was also implemented on campus for two afternoons a week and so far it has been well received by students needing help.

Key Performance Indicator 2: Increase Work Keys math assessment results.

Data Collection: Cohorts are determined by the number of students who take both the pre and post Work Keys math assessment within 6 semesters of each other. The pre-test success rate will be determined by averaging the pre-test scores of the cohort and dividing by 7 (perfect score on the Work Keys math assessment). The post-test scores of the cohort will also be averaged and then divided by 7 to determine the post-test success rate. The pre-test avg percentage will then be subtracted from the post-test avg percentage to determine the avg percentage of increase in the math test score for the cohort.

3-Year Performance History: Three year avg scores were figured by cohort from entrance & exit scores between fall 2004 & spring 2009. Avg test scores were figured from the students who either graduated with an AS or AAS degree or who received certification from a technical education program who took the math Work Keys assessment as incoming freshmen & those same students who took the math post-assessment within 6 semesters.

Targets: The College is looking to increase Work Keys math scores for students enrolled in technical education programs between pre and post assessments with an ultimate goal of increasing the number of students who qualify for silver and gold Work Keys certification. Our efforts to improve the math scores have fallen short in the past year, and administration is currently working on learning why and developing strategies to successfully implement an improved knowledge of the importance of the Work Keys test. Mandatory training will take place for technical area faculty during the spring session and we plan on continuing that training on to their respective advisory boards in an effort to establish the Work Keys as a valuable job attainment tool.

Key Performance Indicator 3: Increase Work Keys locating information results.

Data Collection: Cohorts are determined by the number of students who take both the pre and post Work Keys locating information assessment within 6 semesters of each other. The pre-test success rate will be determined by averaging the pre-test scores of the cohort and dividing by 6 (perfect score on the Work Keys locating information assessment). The post-test scores of the cohort will also be averaged and then divided by 6 to determine the post-test success rate. The pre-test avg percentage will then be subtracted from the post-test avg percentage to determine the avg percent of increase in the locating information test score for the cohort.

3-Year Performance History: Three year avg scores were figured by cohort from entrance and exit scores between fall 2004 and spring 2009. Average test scores were figured from the students who either graduated with an AS or AAS degree or who received certification from a technical education program who took the locating information Work Keys assessment as incoming freshmen and those same students who took the locating information post-assessment within 6 semesters.

Targets: The College is looking to increase Work Keys locating information scores between pre and post assessments with an ultimate goal of increasing the number of students who qualify for silver and gold Work Keys certification. The disaggregation of the data to include just the technical education programs shows that we have lost ground. Our efforts to improve the locating information scores have fallen short in the past year, and

administration is currently working on learning why and developing strategies to successfully implement an improved knowledge of the importance of the Work Keys test. Mandatory training will take place for technical area faculty during the spring session and we plan on continuing that training on to their respective advisory boards in an effort to establish the Work Keys as a valuable job attainment tool.

Regents System Goal D: Increase Targeted Participation/Access				
Institutional Goal 3: Improve retention rates of targeted populations				
Key Performance Indicator (Data)	3-Year Performance History	Targets	Performance Outcome	Evaluation
1. Increase percent of students retained after being placed on academic probation.	<u>Spring-Fall 2006</u> , 87 students placed on academic probation, 54 successfully completed the semester (62%) <u>Spring-Fall 2007</u> , 101 students placed on academic probation, 65 successfully completed the semester (64%) <u>Spring-Fall 2008</u> , 123 students placed on academic probation, 84 successfully complete the semester (68%) <u>Baseline 3-year average</u> (Spring 2006-Fall 2008) of 65.2% (203/311)	2010 – 2% increase in retention rate over baseline 2011 – 3% increase in retention rate over baseline 2012 – 4% increase in retention rate over baseline	2010: 44.6% (37/83) 2011: 73% (54/74)	Target met
2. Increase retention rates of college level math students.	<u>2006-2007 school year</u> 646 students enrolled in college-level math & 497 were retained through the 20 th day of class (76.9%) <u>2007-2008 school year</u> 731 students enrolled in college-level math & 555 were retained through the 20 th day (75.9%) <u>2008-2009 school year</u> 952 students enrolled in college-level math & 725 were retained thru the 20 th day of class (76.1%) <u>3-year baseline avg</u> 76.3% retention rate	2010 – 2% increase over baseline 2011 – 3 % increase over baseline 2012 – 4% increase over baseline	2010: 77.15% (726/941) 2011: 89.6% (742/828)	Target met

3. Increase retention rates of college level English students.	<u>2006-2007 school year</u> 944 students enrolled in college-level English classes & 724 were retained through the 20 th day (76.6%) <u>2007-2008 school year</u> 900 students enrolled in college-level English classes & 695 were retained through the 20 th day (77.2%) <u>2008-2009 school year</u> 953 students enrolled in college-level English classes & 753 were retained through the 20 th day (77.5%) <u>3-year baseline avg</u> 77.1% retention rate	2010 – 2% increase over baseline 2011 – 3% increase over baseline 2012 – 4% increase over baseline	2010: 79.9% (783/980) 2011: 89.4% (742/830)	Target met
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NARRATIVE — INSTITUTIONAL GOAL 3: Improve retention/graduation rates of targeted populations.

Key Performance Indicator 1: Increase percent of students retained after being placed on academic probation.

Data Collection: Percentages will be determined by dividing the number of students who enroll as full-time students (a minimum of 12 credit hours) the semester after being placed on academic probation into the number of those same students who are not dismissed by the college for academic reasons by the end of that semester.

3-Year Performance History: From the spring semester of 2006 through the fall 2006 semester, 87 students who had been placed on probation the previous semester enrolled in classes and 54 successfully completed that semester without being placed on academic dismissal (62%); 101 students enrolled during the next counting period with 65 successful completers (64%); and 84 of the 123 students placed on academic probation were successful completers the following year (68%).

Targets: The college plans to increase efforts to retain students who have been identified as at-risk by being placed on academic probation. During the last year an "Academic Recovery" program was developed with implementation beginning for the fall 2009 semester. Students will be required to take a class designed to improve classroom performance and attendance and they will be limited to the number of credit hours they can take during that semester to 13 credit hours. They are also required to make regular visits to their advisors who have received training in retention of at-risk students. During the past year, important improvements were made to the requirements for students enrolled in the Academic Recovery classes. Strict attendance policies were implemented and mandatory visits with advisors were increased. Many of the students who fell into this "at risk" category were victims of attendance problems and often failed to turn in assigned work on time. The added academic discipline brought about by the revision in the scope of the class has proved successful and we are retaining more of this student segment.

Key Performance Indicator 2: Increase retention rates of college level math students.

Data Collection: "College-level" math classes are defined as either MATH 107 (Intermediate Algebra with Review) or MATH 108 (College Algebra) for the purposes of this report. Percentages will be figured by dividing the number of students who certify in all sections of MATH 107 and MATH 108 offered by the college during the calendar year by the number of students enrolled on the first day of class.

3-Year Performance History: During the 2006-07 school year, 646 students enrolled in college-level math classes and 497 were retained through the 20th day for a 76.9% retention average; in the 2007-2008 school year, 731 students enrolled in college-level math classes and 555 were retained

through the 20th day for a 75.9% retention rate; and in the 2008-2009 school year 952 students enrolled in college-level math classes and 725 were retained through the 20th day for a 76.1% retention rate. This data creates an overall 77.1% three-year average baseline.

Targets: Our studies have shown us that students who are engaged in class activities and the overall college experience during the first month of class each semester are more likely to remain in school and be successful. Math was chosen as one of the areas to track because it is required of nearly all students and because of a retention rate that is historically lower than many other areas of study on campus.

The math faculty meet regularly to discuss the success of their retention strategies and the development of new strategies. Preliminary research indicates that our improved 20th day retention efforts are translating to improved semester retention rates as well which was the initial focus of this indicator. As time permits, longitudinal analysis of semester-long retention, semester-to-semester retention, and yearly retention will be conducted as well.

Key Performance Indicator 3: Increase retention rates of college level English students.

Data Collection: "College-level" English classes are defined as either ENGL 101 (English I) or ENGL 102 (English II) for purposes of this report. Percentages will be figured by dividing the number of students who certify in all sections of ENGL 101 or ENGL 102 offered by the college during the calendar year by the number of students enrolled on the first day of class.

3-Year Performance History: During the 2006-2007 school year, 944 students enrolled in college-level English classes and 724 were retained through the 20th day for a 76.6% retention rate; in the 2007-2008 school year, 900 students enrolled in college-level English classes and 695 were retained through the 20th day for a 77.2% retention rate; and in the 2008-2009 school year, 953 students enrolled in college-level English classes and 753 were retained through the 20th day.

Targets: Our studies have shown us that students who are engaged in class activities and the overall college experience during the first month of class each semester are more likely to remain in school and be successful. English was chosen as one of the areas to track because it is required of nearly all students and because of a retention rate that is historically lower than many other areas of study on campus. The English faculty meet regularly to discuss the success of their retention strategies and the development of new strategies. Preliminary research indicates that our improved 20th day retention efforts are translating to improved semester retention rates as well which was the initial focus of this indicator. As time permits, longitudinal analysis of semester-long retention, semester-to-semester retention, and yearly retention will be conducted as well.

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Recommendation and Comments
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