



March 8, 2013

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

Dear Trustees:

The Board of Trustees will meet in regular session on **Tuesday, March 26, 2013**. 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. Introduction of new employees
- D. Student Government Report
- E. Report from Faculty Senate pg. 3

II. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (February 19, 2013) pg. 4
- B. Approval of personnel actions-Human Resources pg. 10
 - B-1 Human Resources Report pg. 11
 - B-2 Adjunct/Outreach Contracts pg. 12
- C. Financial information pg. 19
 - C-1 Checks processed in excess of \$20,000 pg. 20
 - C-2 Revenues pg. 21
 - C-3 Expenses pg. 23
 - C-4 Cash in bank pg. 30

III. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS..... **Action**
 - A-1 Monitoring Report – Academic Advancement, Annual, All pg. 31
 - A-2 Monitoring Report – General Executive Constraints # 2 pg. 40
- B. Review Monitoring Report
 - B-1 Personal Enrichment
- C. Board Process and Policy Governance Review

IV. OWNERSHIP LINKAGE:

V. REPORTS:

A. President's Report

A-1 Incidental Information pg. 41

A-2 EduKan Audit pg. 45

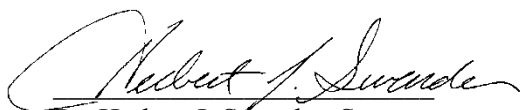
B. Report from Finney County Economic Development Corporation

Upcoming Calendar Dates:

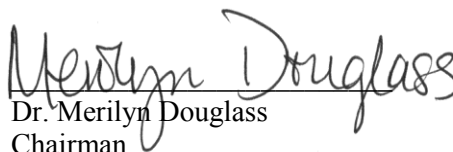
<u>April 29-March 1</u>	Easter Break – NO CLASSES – OFFICES CLOSED
<u>April 5-6</u>	Kansas State High School Activities Association Regional 1A, 2A, 3A, Musical Solo and Ensemble Competition
<u>April 5</u>	Annual Endowment Association Scholarship Auction
<u>April 16</u>	Regular monthly meeting, Endowment Room. Dinner 5:00 p.m. call to order at 6:00 p.m.
<u>April 19-20</u>	Piano Festival
<u>April 25-28</u>	Drama production of 12 th Night, 7:30 p.m. nightly
<u>April 27</u>	Ride for the Future
<u>May 9</u>	DPS Scenario Day
<u>May 16</u>	DPS Graduation Celebration
<u>May 17</u>	Commencement
<u>May 20-22</u>	Final Exams
<u>May 27</u>	Memorial Day - NO CLASSES – OFFICES CLOSED
<u>July 4</u>	Independence Day holiday – NO CLASSES – OFFICES CLOSED

VII Executive Session

VIII. Adjournment



Dr. Herbert J. Swender, Sr.
President



Dr. Marilyn Douglass
Chairman

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

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

Purposes for Executive Sessions

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



Faculty Senate
801 Campus Drive
Garden City, KS 67846

2012-2013
Linda Morgan, President
Terry Lee, Vice-President
Leonard Rodenbur, Secretary
Larry Pander, Senator
Pati Pfenninger, Senator
Deb Robinson, Senator
Stacey Carr, Alternate

Faculty Senate Report
March 26, 2013

Faculty Senate Update:

- Hosting Faculty monthly meetings in partnership with GCCC HEA for spring semester to facilitate discussion and comradery.
- Continuation of discussions and meetings with Dr. Exstrom and Dr. Swender for spring semester.
- Faculty observation assignments currently on-going for 2012-2013.
- Revising Outstanding Faculty and Rookie of the Year guidelines.
- Elections for the 2013-2014 Faculty Senate are currently in progress. New officers will be announced at the March meeting.
- Faculty Senate information and minutes are located on the GCCC Website
 - <http://www.gcccks.edu/generalinfo/facultysenate/default.aspx>

**MEETING OF TRUSTEES
OF
THE GARDEN CITY COMMUNITY COLLEGE**

February 19, 2013

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

Others Present: Debra Atkinson, Deputy Clerk
Dr. Bruce Exstrom, Vice President of Instructional Services
Donna Gerstner, Finney County Chronic Disease Coordinator
Rachel Gray, *Garden City Telegram*
Sam Hermocillo, Community Member
Micah Kasriel, Coordinator of Student Activities
Moises Mora, President of Student Government Association
Linda Morgan, Faculty Senate President/Criminal Justice Instructor
Cathy McKinley, Executive Director of Public Relations/Marketing
Harold Orosco, Community Member
Ryan Ruda, Vice President of Student Services
Jeff Southern, Director Information Technology
Tony Vargas, KSN News
Dr. Herbert J. Swender, President
Dee Wigner, Executive Vice President

Also attending: Numerous community members (names not available)

CALL TO ORDER:

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

COMMENTS FROM THE CHAIR:

Chair Douglass made the following comments:

- Congratulated members of the GCCC Meats Team for bringing home championship honors from the 2013 Intercollegiate Meats Contest.
- Noted that approximately 80 sixth graders from southwest Kansas participated in the Eighth Annual Southwest Kansas Sixth Grade Honor Band clinic hosted by GCCC music department.
- Reminded Trustees that GCCC drama department is staging its annual dinner theater presentation February 21-24 and March 1-2. The show "Shotguns for Wedding Bells" was written by GCCC theater director Phil Hoke. The play will be presented in the college fine arts auditorium; dinner service will take place on the stage at 6:45 p.m., with the comedy production getting underway shortly afterward. Please let Debbie know if you would like tickets.
- Observed that GCCC has been playing some great basketball.

OPEN COMMENTS FROM PUBLIC:

Chair Douglass noted that Sam Hermocillo wished to address the board.

Hermocillo spoke on behalf of several residents who currently reside in mobile homes on property that had recently been purchased by the college and they were expected to vacate the premises by March 15. Hermocillo told trustees that some residents cannot relocate their mobile homes due to a Kansas law that prohibits the relocation of mobile homes manufactured prior to 1987. Hermocillo voiced concerns about the people unable to move, future plans for the property, and affordable housing for displaced residents.

President Herbert Swender expressed his appreciation to Hermocillo and community members for their remarks. Swender went on to clarify that the seller of the property had approached GCCC regarding the purchase of the Spruce Street property, and that no concrete plans have been made for the property, although affordable housing and program expansions were a possibility. Swender explained that whenever the college had the opportunity to buy property contiguous to the existing campus it would be considered.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Moises Mora, President of Student Government Association, reported the following:

Past Events:

January 31	Free T- shirt Day, over 130 attended and designed their own shirt.
February 19	Breakfast Bingo Night at 8pm in the Cafeteria.

Future Events:

March 7	Casino Night, theme for this year's event is Throwback Thursday. All are encouraged to dress up in their favorite style of clothing from any time period.
April 18	SGA is working with Finney County Chronic Disease Coordinator, Donna Gerstner, to educate the campus about the dangers of tobacco at the scheduled Earth Day/Tobacco-Free Campus event.

Mora and Gerstner expressed students' interest in GCCC becoming a tobacco-free campus. Trustees extended their appreciation to Mora for his report and encouraged students to submit a written recommendation regarding making GCCC a tobacco-free campus. Board chair Marilyn Douglass indicated Trustees would support a student request. Mora, along with Gerstner, will develop such a recommendation and bring to the board.

REPORT FROM FACULTY SENATE:

Linda Morgan, Faculty Senate President/Criminal Justice Instructor, gave the following update:

- Faculty Senate will host monthly faculty meetings in partnership with GCCC HEA during the spring semester to facilitate discussion and comradery.
- Discussion and meetings with Dr. Swender and Dr. Exstrom will continue this spring.
- Faculty observation assignments are currently ongoing for 2012-2013.
- Recommendations for revising professional development guidelines were reviewed and submitted to Dr. Exstrom for implementation consideration.
- Professional Development funds approved in amount of \$1,341.36, for Kyle Chaput, Southern Graphs Conference, Milwaukee, WI on 3/20/2013-3/23/2013.
- Currently revising Faculty and Rookie of the Year guidelines.
- Reviewed handout regarding Kansas Concealed Carry and Women on Target classes and history of enrollment and current trend.
- Faculty Senate information and minutes are located on the GCCC website.

Linda Morgan, director of the criminal justice program, told trustees about the growing demand for the concealed-carry classes the college offers for the community. She said although the interest in the concealed-carry classes may wane, the women-focused courses may continue to grow in popularity. Morgan shared that the National Rifle Association Women on Target class is often crowded, and that the college plans to offer more classes that are women-focused, including a self-protection and defense class.

Trustees extended their appreciation to Morgan for her report and for teaching the public safety of fire arms.
(Supporting documents filed with official minutes.)

INTRODUCTION OF NEW EMPLOYEES:

No new employees were introduced at this meeting.

CONSENT AGENDA:

Chair Douglass asked if Trustees wished to remove any items from the consent agenda. No items were removed.

Motion:

Clifford moved, seconded by Worf, to approve consent agenda items, II-A through E as presented.

Motion carried 5-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (January 15, 2013, Policy governance Retreat January 19, 2013)

(Supporting documents filed with official minutes.)

(B) APPROVED PERSONNEL ADJUNCT/OUTREACH CONTRACTS, as presented

(Supporting documents filed with official minutes.)

(C) APPROVED SUBMITTED FINANCIAL INFORMATION, as presented

(Supporting documents filed with official minutes.)

(D) APPROVED TUITION/FEE/ROOM AND BOARD FEES FOR 2013-2014

D-1 Approval of following tuition and fee rate, and meal plan rate for 2013-2014

In-State tuition and fees \$80 per credit hour

Board States tuition and fees \$94 per credit hour

Out of State tuition and fees \$99 per credit hour

\$50 increase to the 19 meal plan rate \$2,450 per year

(Supporting documents filed with official minutes.)

(E) APPROVED PURCHASE ORDERS OVER \$20,000

E-1 Approved Microsoft Licensing

Vendor: Zones Inc.

Amount: \$22,091.01 from general fund

E-2 Approved purchase of mobile classroom technology equipment

Vendor: CDW-G

Amount: \$43,491.85 provided by TAACCT grant funds

E-3 Approved purchase of TRAC-7 equipment

Vendor: Walton's Inc.

Amount: \$31,981.98 provided by TAACCT grant funds

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed Personal Enrichment #1, #2, Annual, General Executive Constraints #12, Annual, Budgeting/Financial Planning/Forecasting #3, Annual. No concerns were expressed with interpretation of any monitoring report offered. Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Trustees reviewed the following monitoring reports: Information and Advice, annual (all), Asset Protection, annual (all). No changes were recommended.

OWNERSHIP LINKAGE:

Trustee Sterling noted that he had received community communication regarding steps and procedure in scheduling the Horse Palace indoor rodeo arena located at Finney County fairgrounds. President Swender stated that Pam Powers, President's Receptionist, schedules room requests. Trustee Sterling will be provided with her contact information. Dee Wigner, GCCC Executive Vice President, told trustees GCCC takes possession of the facility on March 1 and that Finney County would continue to assist during the transition period.

Several Trustees were contacted by community members that perceived a certain amount of turmoil regarding the athletic department. Trustees communicated that decisions made by the CEO of GCCC were conveyed in advance and that the CEO had the complete support of the GCCC Board of Trustees.

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:

Congratulations:

President Swender extended his congratulations to two GCCC football players, Nick Marshall and Rod Coleman. These young men signed letters of intent: Nick with Auburn and Rod with KU.

Head Football Coach:

Matt Miller, who served as the offensive coordinator for the 2012 season, will step up to the head coaching position for the GCCC Broncbuster Football Program.

Academic Excellence Challenge Team:

For the third time in four years, the GCCC Academic Excellence Challenge team has qualified for the National Tournament. Congratulations.

Fire Alarms Systems:

The fire alarm systems in Saffell Library and Dennis Perryman Athletic Complex buildings have been installed.

Fine Arts:

February 28 has been chosen for the 2nd Annual Fine Arts Day. The event aims to recruit high school seniors who plan or are interested in pursuing a career in the field of arts. Approximately 50 students attended the event last year. This is a great opportunity for recruiting. Swender extended his congratulations to the Fine Arts staff for coordination of this event.

Endowment Auction:

“Wild, Wild West” is the theme chosen for the 35th Annual Garden City Community College Endowment Association Scholarship Auction scheduled for April 5. Wristband and car tickets are available for purchase. Contact Trustee Douglass or President Swender for purchase.

Enrollment:

GCCC enrollment for the 2013 spring semester is up 7.6% in credit hour/full time equivalency and up 10% in head count. Swender credits all GCCC staff for the increase. Everyone at GCCC recruits; everyone is an advocate for GCCC.

Low Default Rate:

Swender commended Vice President of Student Services and Athletics, Ryan Ruda, and his financial aid staff for the low cohort default rate for GCCC which came in at 4.4%. Swender credited strategies being used along with Wiss and \$ALT (outside agencies for borrowers), in addition to campus counseling of student borrowers in keeping the GCCC default rate (on student loans) at a respectable rate.

March Board Meeting:

Due to scheduling conflicts the GCCC Board of Trustee meeting will be moved from March 19 to March 26. A reminder email will be sent to Trustees regarding this change.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Buffalo Hotel on Grant Avenue is closer to renovation. Hutton Construction is working on construction build-out bids.
- Northwest Industrial Park, area surrounding truck stop at highway 50 and 83 exchange, is coming on board for development.
- The U.S. Fish and Wildlife Service held a public hearing on adding the Lesser Prairie Chicken to the endangered species list. Testimony supported leaving the issue in the hands of farmers/landowners who are superior conservationists to seek solutions rather than the Five-State Working Group.
- FCEDC has been contacted by a lobbyist in Topeka regarding offering support for Wind Energy in Kansas.
- TP& L is becoming more active. Anticipation of strong activity in the future. TP & L will work with additional industries as necessary to provide rail transportation.
- Construction company looking at possibility of additional spec housing project in Garden City.
- Rural Housing Incentive district was well received last year. This incentive recaptures increment property taxes to help offset development costs. FCEDC will continue to assist developers in making their presentations to various boards.
- Lona DuVall, President of Finney County Economic Development Corporation, was in Tulare, CA, last week at the World Ag Expo. Excellent opportunity to recruit business and industry for location in Garden City.

EXECUTIVE SESSION:

Chair, Douglass called recess at 7:15 p.m. for a five minute break.

The Board reconvened into a 30-minute executive session at 7:20 p.m. for the purpose of discussing matters of non-elected personnel and employer-employee negotiations.

No action will be taken.

Persons included in executive session:

GCCC Board of Trustees

Herbert J. Swender, President

Invited in for last portion of executive session:

Dee Wigner, Executive Vice President

Meeting adjourned at 7:50 p.m.

UPCOMING CALENDAR EVENTS:

<u>April 29-March 1</u>	Easter Break – NO CLASSES – OFFICES CLOSED
<u>April 16</u>	Regular monthly meeting, Endowment Room. Dinner 5:00 p.m. call to order at 6:00 p.m.
<u>April 5</u>	Annual Endowment Association Scholarship Auction
<u>May 17</u>	Commencement
<u>May 20-22</u>	Final Exams
<u>May 27</u>	Memorial Day - NO CLASSES – OFFICES CLOSED
<u>July 4</u>	Independence Day holiday – NO CLASSES – OFFICES CLOSED

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

Dr. Marilyn Douglass
Chair of the Board

Agenda No: II-B

Date: March 26, 2013

**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:



March 6, 2013

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

New Hire

Ana Sanchez, Custodian, effective February 1, 2013
Joe Gordon, Defensive Passing Coordinator, effective March 1, 2013

Separations

Dave Shaw, Skilled Maintenance, effective February 25, 2013
Kathy Kohls, Fine Arts Secretary, effective March 29, 2013
Austin Voyles, Food Safety Instructor, effective March 4, 2013
Luis Barboza, Custodian, effective March 29, 2013
Dennis Harp, Director of Athletic Advancement, effective March 1, 2013
Brenda Barrett, Information Technology, effective March 25, 2013

Retirement

Transfers/Promotions

Jeff Kelly, promotion from Asst Football to Defensive Coordinator, effective March 1, 2013
Merci Falaise, promotion from part time football to Offensive Coordinator, effective March 1, 2103
Lou West, transfer from Defensive Coordinator to Offensive Receiving Coach, effective March 1, 2013

Vacancies

Director of Workforce Development
Assistant Director of Physical Plant
Director of Small Business Development Center
IT Network Manager
IT Programmer Analyst
SSS Academic & Retention Advisor
Nursing Instructor
Secretary – Fine Arts Building

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
CONTRACTS FOR CREDIT CLASSES
(Presented to Board of Trustees for Approval 03/26/13)

INSTUCTOR	CLASS	AMOUNT
Aldana, Jacqueline	Rhythmic Aerobics HPER-151-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/16/2013 - 5/23/2013 11-00-0000-11070-5260	\$500.00
Bowser, Michael	Public Speaking SPCH-111-DE - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2013 - 4/22/2013 11-00-0000-11022-5220	\$1,500.00
Falor, Danielle	Art Appreciation ARTS-120-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11030-5260	\$1,500.00
Garcia, Heather	Anatomy & Physiology I BIOL-211-90 - 4.00 credit hour(s) 4.00 credit hour(s) X \$500.00 = \$2000.00 1/16/2013 - 5/23/2013 11-00-0000-11040-5260	\$2,000.00
Gundy, Jason	Outdoor Recreation HPER-202-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11070-5260	\$1,500.00
Heaton, Stephen	College Algebra MATH-108-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11050-5260	\$1,500.00

Hoover, Kevin	Certified Nurse Aide HELR-1023-LK - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/21/2013 - 3/12/2013 12-00-0000-12203-5220	\$1,500.00
Hoover, Kevin	Certified Nurse Aide Lab HELR-102L-LK - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 1/21/2013 - 3/12/2013 12-00-0000-12203-5220	\$1,000.00
Hornbaker, Stephanie	Introduction to Corrections CRIM-114-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 12-00-0000-12240-5260	\$1,500.00
Horton, Thomas	Prev & Care Ath. Injuries HPER-211-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11070-5260	\$1,500.00
Kasriel, Micah	Academic Recovery & Success PCDE-110-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/16/2013 - 5/23/2013 11-00-0000-11080-5260	\$500.00
Kelch, Joey COMBINED WITH HPER 192-10	Fundamentals Weightlifting I HPER-191-10 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/16/2013 - 5/23/2013 11-00-0000-11070-5260	\$500.00
Kelly, Cindy	English I ENGL-101-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$625.00 = \$1875.00 1/16/2013 - 5/23/2013 11-00-0000-11021-5260	\$1,875.00
Kelly, Cindy	English II ENGL-102-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$625.00 = \$1875.00 1/16/2013 - 5/23/2013 11-00-0000-11021-5260	\$1,875.00

Kemper, Mary	Public Speaking SPCH-111-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11022-5260	\$1,500.00
Kemper, Mary	Interpersonal Communication I SPCH-113-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11022-5260	\$1,500.00
La Belle, Sean COMBINED WITH WELD-120-90 INTERM & WELD-200-90	Introduction to AWS Welding WELD-110-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 12-00-0000-12273-5260	\$1,500.00
Lamb, Colin	Teamleading/Collab Leadership PSYC-206-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11060-5260	\$1,500.00
McClure, Timmey	Gangs CRIM-210-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 12-00-0000-12240-5260	\$1,500.00
McFee, Dan TEAM TEACHING HPER-161B-90 & HPER -161A-90	Karate/Self Defense (Beg) HPER-161B-90 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 1/16/2013 - 5/23/2013 11-00-0000-11070-5260	\$1,000.00
McVey, Michael	Understanding New Testament LITR-231-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11021-5260	\$1,500.00
McVey, Michael	Elementary Ethics PHIL-102-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11023-5260	\$1,500.00

Morphew, Jamie	Managerial Accounting ACCT-202-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 12-00-0000-12010-5260	\$1,500.00
Myers, Shawn	Introduction to Multimedia JRNL-130-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11025-5260	\$1,500.00
Neuman, Jeri	Anatomy & Physiology I BIOL-211-01 - 4.00 credit hour(s) 4.00 credit hour(s) X \$542.50 = \$2170.00 1/16/2013 - 5/23/2013 11-00-0000-11040-5260	\$2,170.00
Nichols, Kip	Bowling HPER-118-90 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/16/2013 - 5/23/2013 11-00-0000-11070-5260	\$500.00
Ochs, Edward	Beginning Rappelling CRIM-150-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 2/23/2013 - 2/24/2013 12-00-0000-12240-5260	\$500.00
Oliver, Archie	Oil Painting I ARTS-107-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11030-5260	\$1,500.00
Owens, Glenda	Medical Terminology EMIC-104-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 12-00-0000-12203-5260	\$1,500.00
Rainman, Valerie	Elementary Spanish II LANG-1331-90 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 1/16/2013 - 5/23/2013 11-00-0000-11020-5260	\$2,500.00

Ruda, Ryan	Academic Recovery & Success PCDE-110-50 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/16/2013 - 5/23/2013 11-00-0000-11080-5260	\$500.00
Salazar, Nicholas	Intro to Community Recreation HPER-201-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11070-5260	\$1,500.00
Schneider, Mitch	Health & Movement Educ Methods EDUC-203-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11060-5220	\$1,500.00
Scott, Judy	Art Appreciation ARTS-120-03 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11030-5260	\$1,500.00
TOTAL FOR CREDIT CLASSES		\$46,920.00

**GARDEN CITY COMMUNITY COLLEGE
CONTRACTS FOR NON-CREDIT CLASSES
(Presented to Board of Trustees for Approval 03/26/13)**

INSTRUCTOR	CLASS	AMOUNT
PAULA BAKER	EXCEL 2010 FUND – EVE (COMP301-35) 7.5 CONTACT HOUR(S) @ \$30.00/HOUR = \$225.00 02/26, 02/28 & 03/05/13 14-00-8004-31000-5270	\$ 225.00
LUCILLE DOUGLASS	KS CARRY CONCEALED HANDGUN (CRMJ300-87) LEGAL 3 CONTACT HOUR(S) @ \$30.00/HOUR = \$90.00 02/09/13 14-00-8033-31000-5270	\$ 90.00
LUCILLE DOUGLASS	KS CARRY CONCEALED HANDGUN (CRMJ300-87) RANGE ASSISTANT 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 02/09/13 14-00-8033-31000-5270	\$ 120.00
LUCILLE DOUGLASS	KS CARRY CONCEALED HANDGUN (CRMJ300-88) LEGAL 3 CONTACT HOUR(S) @ \$30.00/HOUR = \$90.00 02/10/13 14-00-8033-31000-5270	\$ 90.00

LUCILLE DOUGLASS	KS CARRY CONCEALED HANDGUN (CRMJ300-88) RANGE ASSISTANT 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 02/10/13 14-00-8033-31000-5270	\$ 120.00
LUCILLE DOUGLASS	WOMEN ON TARGET – NRA BASIC PISTOL (CRMJ315-12) ASSISTANT INSTRUCTOR 8 CONTACT HOUR(S) @ \$20.00/HOUR = \$160.00 02/16/13 14-00-8033-31000-5270	\$ 160.00
LUCILLE DOUGLASS	KS CARRY CONCEALED HANDGUN (CRMJ300-89) LEGAL 3 CONTACT HOUR(S) @ \$30.00/HOUR = \$90.00 03/02/13 14-00-8033-31000-5270	\$ 90.00
LUCILLE DOUGLASS	KS CARRY CONCEALED HANDGUN (CRMJ300-89) RANGE ASSISTANT 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 03/02/13 14-00-8033-31000-5270	\$ 120.00
REBECCA LANDGRAF	WOMEN ON TARGET – NRA BASIC PISTOL (CRMJ315-12) LEAD INSTRUCTOR 10 CONTACT HOUR(S) @ \$20.00/HOUR = \$200.00 02/16/13 14-00-8033-31000-5270	\$ 200.00
JAMIE MORPHEW	EXCEL 2010 INTER – DAY (COMP302-19) 8 CONTACT HOUR(S) @ \$30.00/HOUR = \$240.00 02/19/13 & 02/20/13 14-00-8004-31000-5270	\$ 240.00
JAMIE MORPHEW	QUICKBOOKS ADV – DAY (COMP703-27) 8 CONTACT HOUR(S) @ \$30.00/HOUR = \$240.00 02/26/13 & 02/28/13 14-00-8004-31000-5270	\$ 240.00
JAMIE MORPHEW	EXCEL 2010 ADV – DAY (COMP303-19) 8 CONTACT HOUR(S) @ \$30.00/HOUR = \$240.00 03/05/13 & 03/07/13 14-00-8004-31000-5270	\$ 240.00
JESSIE MUNOZ	CDL EXAM PREP (TECH100-19) 16 CONTACT HOUR(S) @ \$30.00/HOUR = \$480.00 02/23/13 & 03/02/13 14-00-8004-31000-5270	\$ 480.00
CARLOS PARDO	KS CARRY CONCEALED HANDGUN (CRMJ300-87) LEAD RANGE 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 02/09/13 14-00-8033-31000-5270	\$ 120.00
CARLOS PARDO	KS CARRY CONCEALED HANDGUN (CRMJ300-89) LEAD RANGE 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 03/02/13 14-00-8033-31000-5270	\$ 120.00
ROBERT PREWITT	WOMEN ON TARGET – NRA BASIC PISTOL (CRMJ315-12) RANGE ASSISTANT 5 CONTACT HOUR(S) @ \$20.00/HOUR = \$100.00 02/16/13 14-00-8033-31000-5270	\$ 100.00
ROBERT PREWITT	KS CARRY CONCEALED HANDGUN (CRMJ300-89) LEAD INSTRUCTOR 10 CONTACT HOUR(S) @ \$30.00/HOUR = \$300.00 03/02/13 14-00-8033-31000-5270	\$ 300.00
MARK RONN	KS CARRY CONCEALED HANDGUN (CRMJ300-87) LEAD INSTRUCTOR 10 CONTACT HOUR(S) @ \$30.00/HOUR = \$300.00 02/09/13 14-00-8033-31000-5270	\$ 300.00

MARK RONN	KS CARRY CONCEALED HANDGUN (CRMJ300-88) LEAD INSTRUCTOR 10 CONTACT HOUR(S) @ \$30.00/HOUR = \$300.00 02/10/13 14-00-8033-31000-5270	\$ 300.00
JERRY SOLDNER	WOMEN ON TARGET – NRA BASIC PISTOL (CRMJ315-12) RANGE ASSISTANT 5 CONTACT HOUR(S) @ \$20.00/HOUR = \$100.00 02/16/13 14-00-8033-31000-5270	\$ 100.00
JERRY SOLDNER	KS CARRY CONCEALED HANDGUN (CRMJ300-89) RANGE ASSISTANT 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 03/02/13 14-00-8033-31000-5270	\$ 120.00
PATRICIA VEESART	KNITTING (SLFM178-04) 5 CONTACT HOUR(S) @ \$25.00/HOUR = \$125.00 02/19/13 & 02/21/13 14-00-8006-31000-5270	\$ 125.00
TOTAL NON-CREDIT CONTRACTS		\$4,000.00

**GARDEN CITY COMMUNITY COLLEGE
SERVICE CONTRACTS FOR ADJUNCT FACULTY**
(Presented to Board of Trustees for Approval 03/26/13)

INSTRUCTOR	CLASS	AMOUNT
Hernandez, Rachelle (Kansas Children's Service League)	Caring for Children – Spec Needs (ECHD-121-50) 1.00 credit hour @ \$500.00/cr. hr 11-00-0000-11060-6605 2/6 – 2/26/13	\$ 500.00
Hernandez, Rachelle (Kansas Children's Service League)	Cultrl Comp – Workg w Child/Fam (ECHD-124-50) 1.00 credit hour @ \$500.00/cr. hr 11-00-0000-11060-6605 2/6 – 2/26/13	\$ 500.00
TOTAL ADJUNCT SERVICE CONTRACTS		\$ 1,000.00

Agenda No: II-C

Date: March 26, 2013

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 1) monthly expenditures over \$20,000 2) revenues, 3) expenses 4) 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 2013

Purchases over \$20,000 requiring bid sheet:

- Check #221586 to AFIX Technologies for \$21,756.00 for Department of Public Safety scan system and software. The Board approved this purchase at the October 24, 2012 Board meeting.
- Check #221628 to Pearson Education for \$58,278.26 for various invoices for new and used books and supplies required for Spring 2013 semester. Bid sheet indicated this was a single source vendor.

Payments over \$20,000 not requiring bid sheets

- Check #222030 to BCBS \$98,040.43 for March health insurance premiums.
- 4Check #221619 to Lewis Hooper & Dick for \$26,689.50 for partial payment for auditing services. This is the second year of a three year agreement approved by the Board for auditing services.
- Check #221807 to City of Garden City \$33,819.07 for utilities.
- Check #221810 to Commerce Bank for \$20,046.54 for various purchase card charges.
- Check #221814 to Dick Construction for \$101,857.00 for partial payment for services rendered for the animal science classroom renovation. The Board previously approved this project.
- Check #221897 to Great Western Dining \$38,081.82 for various invoices.
- Check #222754 to Featherlite Inc. for \$406,192.00 for final payment for the mobile classroom purchased with Trac-7 grant funds. The board previously approved this project.

Fiscal Year: 2013

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	1,650.00	1,618,955.00-	1,200,000.00-	418,955.00	34.90-
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	1,009.00-	6,933.73-	0.00	6,933.73	0.00
11-00-0000-00000-4003 AUTOMATION ELECT C	0.00	0.00	1,574.00-	0.00	1,574.00	0.00
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	210.00-	185,685.53-	65,000.00-	120,685.53	185.66-
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	365.00	56,217.00-	50,000.00-	6,217.00	12.42-
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	1,080.00-	76,881.00-	50,000.00-	26,881.00	53.75-
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	972.00	307,356.49-	200,000.00-	107,356.49	53.67-
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	540.00-	38,439.00-	20,000.00-	18,439.00	92.19-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	1,896.37-	4,134.14-	35,000.00	39,134.14	111.81
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	25,719.00-	17,000.00-	8,719.00	51.28-
11-00-0000-00000-4014 TUITION BORDER STA	0.00	1,170.00	200,525.00-	240,000.00-	39,475.00-	16.45
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	0.00	6,045.00-	0.00	6,045.00	0.00
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	390.00-	480.00-	1,000.00-	520.00-	52.00
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	0.00	5,650.00-	12,000.00-	6,350.00-	52.92
11-00-0000-00000-4512 VENDING MACHINES :	0.00	226.06-	4,672.63-	12,000.00-	7,327.37-	61.06
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	50.00	17,700.00-	0.00	17,700.00	0.00
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,691,376.00-	1,873,661.00-	182,285.00-	9.73
11-00-0000-00000-4603 STATE PMT FOR HS T	0.00	0.00	0.00	1.00-	1.00-	100.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	5,801,511.28-	9,820,000.00-	4,018,488.72-	40.92
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	496,937.90-	656,879.00-	159,941.10-	24.35
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	4,725.61-	8,867.00-	4,141.39-	46.71
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	82,488.46-	149,085.00-	66,596.54-	44.67
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	57,660.80-	122,038.00-	64,377.20-	52.75
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	5,043.92-	8,766.00-	3,722.08-	42.46
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	19,899.00-	21,993.00-	2,094.00-	9.52
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	176,358.41-	124,084.00-	52,274.41	42.12-
11-00-0000-00000-4813 D/S TRANSFER : GEN	0.00	0.00	0.00	2,868.00-	2,868.00-	100.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	782.15-	11,062.03-	55,000.00-	43,937.97-	79.89
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	1,383.33-	93,600.45-	110,000.00-	16,399.55-	14.91
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	1,126.87-	14,115.61-	35,000.00-	20,884.39-	59.67
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	776.58-	9,430.99-	15,000.00-	5,604.01-	37.36
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	934,980.00	934,980.00	100.00
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	150,000.00-	150,000.00-	100.00
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Totals for FUND: 11 - GENERAL	35.00	5,213.36-	11,021,177.98-	14,075,262.00-	3,054,119.02-	21.70
12-00-0000-00000-4001 TUITION IN STATE :	0.00	0.00	0.00	550,000.00-	550,000.00-	100.00
12-00-0000-00000-4004 TUITION OUT OF STA	0.00	0.00	0.00	65,000.00-	65,000.00-	100.00
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	24,671.00-	355,074.72-	370,000.00-	14,925.28-	4.03
12-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	0.00	0.00	5,000.00-	5,000.00-	100.00
12-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	0.00	0.00	136,000.00-	136,000.00-	100.00
12-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	0.00	0.00	9,000.00-	9,000.00-	100.00
12-00-0000-00000-4011 MISC STUDENT BILL	0.00	0.00	0.00	10,000.00	10,000.00	100.00
12-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	0.00	8,000.00-	8,000.00-	100.00
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	1,105.00-	6,500.00-	0.00	6,500.00	0.00
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	978,177.00-	795,892.00-	182,285.00	22.89-
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	934,980.00-	934,980.00-	100.00
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Totals for FUND: 12 - PTE FUND	0.00	25,776.00-	1,339,751.72-	2,863,872.00-	1,524,120.28-	53.22

61-00-0000-00000-4103 TAX CREDIT DONATIO	0.00	0.00	347,055.00-	347,000.00-	55.00	0.01-
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	299,315.49-	497,565.00-	198,249.51-	39.84
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	28,014.05-	34,573.00-	6,558.95-	18.97
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	266.40-	443.00-	176.60-	39.86
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	4,575.97-	10,515.00-	5,939.03-	56.48
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	3,282.33-	6,423.00-	3,140.67-	48.90
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	1,120.85-	1,158.00-	37.15-	3.21
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	9,750.88-	7,400.00-	2,350.88	31.76-
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	415,973.00	415,973.00	100.00
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Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	693,380.97-	489,104.00-	204,276.97	41.76-
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Totals for BUDGET.OFFICER: Unassigned	35.00	30,989.36-	13,054,310.67-	17,428,238.00-	4,373,962.33-	25.10

Fiscal Year: 2013

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	0.00	0.00	6,767.17	6,767.17	100.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	4,219.53	33,517.55	95,224.00	61,706.45	64.80
DEPARTMENT: 11020 - HUMANITIES	111.60	500.72	8,213.13	24,001.00	15,676.27	65.32
DEPARTMENT: 11021 - ENGLISH	79.70	26,069.32	207,861.04	378,231.00	170,290.26	45.02
DEPARTMENT: 11022 - SPEECH	0.00	4,232.15	37,982.87	74,908.00	36,925.13	49.29
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	1,614.75	5,383.00	3,768.25	70.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	293.03	2,052.14	2,792.00	739.86	26.50
DEPARTMENT: 11025 - JOURNALISM	0.00	7,699.21	37,704.88	64,473.00	26,768.12	41.52
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	1,936.70	7,164.00	5,227.30	72.97
DEPARTMENT: 11030 - ART	0.00	15,960.99	95,678.37	154,591.00	58,912.63	38.11
DEPARTMENT: 11031 - DRAMA	553.45	3,796.31	46,150.56	80,964.00	34,259.99	42.32
DEPARTMENT: 11032 - VOCAL MUSIC	329.21	8,460.29	55,306.27	96,788.00	41,152.52	42.52
DEPARTMENT: 11033 - INST MUSIC	850.99	11,763.04	83,322.19	157,766.00	73,592.82	46.65
DEPARTMENT: 11040 - SCIENCE	65.50	36,320.61	270,821.60	489,114.57	218,227.47	44.62
DEPARTMENT: 11050 - MATH	0.00	27,560.14	206,647.23	372,214.00	165,566.77	44.48
DEPARTMENT: 11060 - SOCIAL SCIENCE	228.62	35,568.78	254,144.83	452,842.38	198,468.93	43.83
DEPARTMENT: 11070 - HEALTH & PHYSICAL	302.40	14,926.55	120,176.21	201,659.00	81,180.39	40.26
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	3,224.27	24,123.90	55,582.00	31,458.10	56.60
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	269.12	2,960.36	7,160.00	4,199.64	58.65
DEPARTMENT: 11081 - READING	0.00	5,027.61	37,470.03	57,330.00	19,859.97	34.64
DEPARTMENT: 11082 - ESL	0.00	5,728.63	40,193.71	70,174.00	29,980.29	42.72
DEPARTMENT: 11083 - COLLEGE SKILLS	996.00	2,077.99	21,728.60	30,648.00	7,923.40	25.85
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	200.00	1,481.62	5,000.00	3,518.38	70.37
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	24,528.26	6,790.53	143,932.94	353,000.00	184,538.80	52.28
DEPARTMENT: 12014 - FINNUP LAB	0.00	5,759.03	41,102.26	69,829.00	28,726.74	41.14
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	150.00-	1,000.00	1,150.00	115.00
DEPARTMENT: 12202 - EMT	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	4,239.90-	0.00	4,239.90	0.00
DEPARTMENT: 12210 - AGRICULTURE	0.00	0.00	2,116.94-	0.00	2,116.94	0.00
DEPARTMENT: 12240 - CRIMINAL JUSTICE	0.00	0.00	2,038.63-	0.00	2,038.63	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	538.26	1,887.00	1,348.74	71.48
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	1,614.75	0.00	1,614.75-	0.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 21100 - GRANT MANAGMENT &	0.00	7,184.74	57,437.19	87,965.00	30,527.81	34.70
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	5,085.54	40,637.44	96,743.00	56,105.56	57.99
DEPARTMENT: 41000 - LIBRARY	4,296.41	12,916.82	116,255.93	181,869.00	61,316.66	33.71
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	208.18	5,201.07	46,506.78	82,909.00	36,194.04	43.66
DEPARTMENT: 42000 - DEAN OF LEARNING S	171.99	12,986.44	68,206.75	163,870.26	95,491.52	58.27
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	9,149.04	97,648.47	129,914.00	32,265.53	24.84
DEPARTMENT: 42002 - OUTREACH	0.00	1,414.96	45,735.61	81,479.00	35,743.39	43.87
DEPARTMENT: 42003 - FACULTY SENATE	5,651.93	4,101.66	16,884.81	25,166.62	2,629.88	10.45
DEPARTMENT: 42005 - DEAN OF TECHNICAL	442.65	3,555.19	34,239.58	124,505.00	89,822.77	72.14
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	2,940.64	23,740.60	0.00	23,740.60-	0.00
DEPARTMENT: 43000 - TRANSITION	0.00	3,357.22	26,810.88	40,598.00	13,787.12	33.96
DEPARTMENT: 50000 - DEAN OF STUDENT SE	206.41	15,457.13	126,193.99	192,964.00	66,563.60	34.50
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	0.00	28,935.00	28,935.00	100.00
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	0.00	11,907.00	11,907.00	100.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	12,000.85	97,636.25	149,199.00	51,562.75	34.56
DEPARTMENT: 50011 - ASSESSMENT/TESTING	1,340.00	3,644.67	30,952.88	40,615.00	8,322.12	20.49
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	20,704.30	170,050.98	323,383.00	153,332.02	47.41
DEPARTMENT: 50030 - ADMISSIONS	0.00	15,408.39	124,174.94	199,674.00	75,499.06	37.81

DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	14,384.71	91,466.96	142,423.00	50,956.04	35.78
DEPARTMENT: 50050 - STUDENT HEALTH SER	806.59	4,370.18	29,107.82	51,870.00	21,955.59	42.33
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	367.68	26,556.82	335,316.19	474,761.26	139,077.39	29.29
DEPARTMENT: 55001 - MEN'S BASKETBALL	250.00	6,987.93	89,899.52	120,807.75	30,658.23	25.38
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	121.08	10,269.25	87,057.01	109,090.35	21,912.26	20.09
DEPARTMENT: 55003 - MEN'S TRACK	0.00	3,385.52	26,822.17	43,518.72	16,696.55	38.37
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	3,352.19	26,514.31	41,997.86	15,483.55	36.87
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	240.00	7,930.47	56,143.35	92,912.00	36,528.65	39.32
DEPARTMENT: 55006 - FOOTBALL	2,030.00	21,388.61	229,615.84	361,965.80	130,319.96	36.00
DEPARTMENT: 55007 - BASEBALL	0.00	7,729.34	80,624.50	106,147.00	25,522.50	24.04
DEPARTMENT: 55008 - VOLLEYBALL	0.00	4,607.39	46,350.41	60,160.26	13,809.85	22.96
DEPARTMENT: 55009 - WOMEN'S SOCCER	1,707.47	5,716.46	41,402.13	56,148.95	13,039.35	23.22
DEPARTMENT: 55012 - CHEERLEADING	0.00	5,225.59	22,438.22	25,489.05	3,050.83	11.97
DEPARTMENT: 55013 - DANCE TEAM	0.00	1,443.65	9,811.68	19,961.00	10,149.32	50.85
DEPARTMENT: 55014 - RODEO TEAM	2,736.91	14,117.74	85,276.36	123,135.00	35,121.73	28.52
DEPARTMENT: 55015 - MEN'S GOLF	125.00	1,700.00	28,714.06	40,434.00	11,594.94	28.68
DEPARTMENT: 55019 - ATHLETIC TRAINING	191.36	14,958.89	92,781.81	125,578.00	32,604.83	25.96
DEPARTMENT: 55020 - ---	0.00	1,500.00	3,000.00	0.00	3,000.00-	0.00
DEPARTMENT: 61000 - PRESIDENT	1,370.47	25,480.70	218,734.58	411,228.00	191,122.95	46.48
DEPARTMENT: 61001 - BOARD OF TRUSTEES	2,500.00	0.00	19,347.55	24,840.00	2,992.45	12.05
DEPARTMENT: 61005 - ATTORNEY	0.00	1,125.00	12,969.15	20,250.00	7,280.85	35.95
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	3,006.62	63,662.12	457,507.57	1,227,234.00	766,719.81	62.48
DEPARTMENT: 62010 - HUMAN RESOURCES	1,290.28	11,147.66	90,500.14	136,239.00	44,448.58	32.63
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	3,912.64	36,117.58	62,906.00	26,788.42	42.58
DEPARTMENT: 62050 - ONE-TIME PURCHASES	125,229.36	3,965.00	352,253.40	595,000.00	117,517.24	19.75
DEPARTMENT: 63000 - INFORMATION SERVIC	5,707.57	101.00	106,212.06	151,003.74	39,084.11	25.88
DEPARTMENT: 64000 - INFORMATION TECHNO	24,623.04	39,739.87	443,936.20	738,097.00	269,537.76	36.52
DEPARTMENT: 65000 - CENTRAL SERVICES	1,301.36	17,835.06	112,198.65	139,142.00	25,641.99	18.43
DEPARTMENT: 66000 - MARKETING	2,423.56	7,418.06	70,630.11	110,446.26	37,392.59	33.86
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	31.27	9,912.16	90,382.05	167,946.00	77,532.68	46.17
DEPARTMENT: 71000 - BUILDINGS	23,218.96	23,143.60	218,546.43	369,976.00	128,210.61	34.65
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 72000 - CUSTODIAL SERVICES	4,541.71	33,700.60	259,104.03	440,437.00	176,791.26	40.14
DEPARTMENT: 73000 - GROUNDS	6,535.39	11,302.17	116,047.75	180,627.00	58,043.86	32.13
DEPARTMENT: 73001 - ATHLETIC FIELDS	50.00	7,150.92	43,453.19	35,345.00	8,158.19-	23.07-
DEPARTMENT: 74000 - VEHICLES	17,540.84	15,757.55	161,390.78	358,276.00	179,344.38	50.06
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	11,654.59	92,606.05	151,040.00	58,433.95	38.69
DEPARTMENT: 76000 - INSURANCE	0.00	7,501.56	299,586.48	320,954.00	21,367.52	6.66
DEPARTMENT: 77000 - UTILITIES	0.00	52,878.22	351,859.79	705,300.00	353,440.21	50.11
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	4,063.48-	25,650.23-	62,000.00	87,650.23	141.37
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	150.00	2,895.00	9,020.00	6,125.00	67.90
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	10,150.00	21,750.00	33,087.00	11,337.00	34.26
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	3,311.00	6,314.00	3,000.00	3,314.00-	110.46-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	76,595.00	156,290.00	156,575.00	285.00	0.18
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	28,550.00	61,200.00	49,938.00	11,262.00-	22.54-
DEPARTMENT: 94000 - STUDENT CENTER	2,749.60	10,452.56	36,296.80	44,267.00	5,220.60	11.79
DEPARTMENT: 98001 - CHILD CARE	3,684.00	3,684.00	33,156.00	30,000.00	6,840.00-	22.79-

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FUND: 11 - GENERAL	274,743.42	993,398.81	8,120,821.81	14,009,762.00	5,614,196.77	40.07

Fiscal Year: 2013

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	3,682.79	23,088.06	50,074.00	26,985.94	53.89
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	6,510.36	45,519.61	82,496.00	36,976.39	44.82
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	5,166.57	47,296.09	81,821.00	34,524.91	42.20
DEPARTMENT: 12200 - ADN PROGRAM	0.00	24,770.31	147,654.94	409,424.25	261,769.31	63.94
DEPARTMENT: 12201 - LPN PROGRAM	0.00	15,949.57	133,770.12	209,386.00	75,615.88	36.11
DEPARTMENT: 12202 - EMT	5,460.02	12,582.09	98,997.85	196,882.75	92,424.88	46.94
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	9,226.34	124,977.80	248,150.00	123,172.20	49.64
DEPARTMENT: 12210 - AGRICULTURE	0.00	3,647.04	29,580.49	61,190.00	31,609.51	51.66
DEPARTMENT: 12211 - ANIMAL SCIENCE	100.00	18,142.98	80,140.21	133,560.00	53,319.79	39.92
DEPARTMENT: 12220 - JOHN DEERE AG TECH	359.84	18,033.88	127,664.12	191,654.00	63,630.02	33.20
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	834.03	834.03	0.00	0.00
DEPARTMENT: 12230 - AUTO MECHANICS	609.20	5,994.42	42,823.92	64,215.96	20,782.84	32.36
DEPARTMENT: 12240 - CRIMINAL JUSTICE	7,953.35	19,731.57	103,786.24	185,423.00	73,683.41	39.74
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	5,200.17	42,545.08	116,018.00	73,472.92	63.33
DEPARTMENT: 12250 - COSMETOLOGY	0.00	9,556.76	72,767.90	136,203.00	63,435.10	46.57
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	225.00	2,976.00	2,751.00	92.44
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	3,907.49	24,957.91	214,090.51	369,269.00	151,271.00	40.96
DEPARTMENT: 12271 - AUTOMATION ELECTRI	350.00	3,284.18	13,258.55	19,165.00	5,556.45	28.99
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	11,277.50	83,312.53	93,318.00	10,005.47	10.72
DEPARTMENT: 12273 - WELDING	1,700.00	12,789.49	104,897.55	166,955.00	60,357.45	36.15
DEPARTMENT: 42005 - DEAN OF TECHNICAL	250.00	9,413.57	81,712.17	64,471.04	17,491.13-	27.12-
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	45,885.97	45,885.97	100.00
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FUND: 12 - PTE FUND	20,689.90	219,917.50	1,618,942.79	2,929,372.00	1,289,739.31	44.03

Fiscal Year: 2013

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	6,521.74	5,499.64	44,019.79	160,460.00	109,918.47	68.50
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	464.70	3,566.00	3,101.30	86.97
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	490.00	266.50	1,678.33	2,400.00	231.67	9.65
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	3,603.00	4,000.00	397.00	9.93
DEPARTMENT: 55012 - CHEERLEADING	1,325.92	226.94	7,956.24	12,000.00	2,717.84	22.65
DEPARTMENT: 55008 - VOLLEYBALL	0.00	3.34	754.01	2,500.00	1,745.99	69.84
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,436.00	810.97	5,217.30-	5,500.00	9,281.30	168.75
DEPARTMENT: 31000 - COMMUNITY SERVICE	700.25	6,277.27	13,892.10	32,450.00	17,857.65	55.03
DEPARTMENT: 55007 - BASEBALL	324.00	5,602.84	22,569.74	25,000.00	2,106.26	8.43
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	5,750.00	5,750.00	100.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	225.00	409.39	184.39	45.04
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	1,563.15	0.00	1,563.15-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	6,885.87	40,000.00	33,114.13	82.79
DEPARTMENT: 00000 - GENERAL	927.80	0.00	3,511.92	6,705.52	2,265.80	33.79
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	107.01	500.00	392.99	78.60
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FUND: 14 - ADULT SUPPLEMENTARY ED	11,725.71	18,687.50	102,013.56	301,240.91	187,501.64	62.24

Fiscal Year: 2013

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	613.47	486.00	2,687.61	9,000.00	5,698.92	63.32
DEPARTMENT: 94000 - STUDENT CENTER	1,975.00	1,031.47	40,218.22	180,000.00	137,806.78	76.56
DEPARTMENT: 95000 - STUDENT HOUSING	7,882.76	72,228.08	718,103.87	1,417,200.00	691,213.37	48.77
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	174.35-	5,000.00	5,174.35	103.49
DEPARTMENT: 98000 - COSMETOLOGY	907.13	22,587.26	74,685.73	138,955.00	63,362.14	45.60
DEPARTMENT: 98001 - CHILD CARE	0.00	0.00	39.95	0.00	39.95-	0.00
DEPARTMENT: 97000 - BOOKSTORE	10,013.42	121,034.36	259,899.69	563,095.00	293,181.89	52.07
DEPARTMENT: 91000 - ARENA	5,089.50	0.00	0.00	15,000.00	9,910.50	66.07
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FUND: 16 - AUXILIARY ENTITIES	26,481.28	217,367.17	1,095,460.72	2,328,250.00	1,206,308.00	51.81

Fiscal Year: 2013

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	6,760.00	6,760.00	0.00	6,760.00-	0.00
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	0.00	5,440.00	5,000.00	440.00-	8.79-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	5,580.00	16,824.00	11,244.00	66.83
DEPARTMENT: 31000 - COMMUNITY SERVICE	25.50	8,320.93	53,331.37	5,694.00	47,662.87-	837.06-
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	4,735.00	10,000.00	5,265.00	52.65
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	1,702.47	0.00	1,702.47-	0.00
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	19,810.60	0.00	19,810.60-	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	2,859.11	2,978.11	119.00	4.00
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	3,258.27	3,258.27	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	34,630.17	39,054.47	4,424.30	11.33
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,279.95	1,131.30	205,876.74	230,772.67	23,615.98	10.23
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	41,758.71	41,758.71	0.00	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	290,000.00	290,000.00	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	1,661.86	0.00	1,661.86-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	75,473.83	413,302.64	634,767.70	1,097,508.46	387,266.93	35.29
DEPARTMENT: 71000 - BUILDINGS	415,908.20	101,857.00	124,532.15	379,923.75	160,516.60-	42.24-
DEPARTMENT: 14010 - AO-K	0.00	0.00	4,042.05	10,000.00	5,957.95	59.58
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	9,903.92	12,975.40	3,071.48	23.67
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	495.00-	0.00	495.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	744.60	3,702.46	20,086.85	43,245.32	22,413.87	51.83
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	3,579.26	31,671.32	77,240.77	45,569.45	59.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	72,000.00	72,000.00	100.00
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	28,935.00-	28,935.00-	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	775.00	17,779.36	113,113.99	304,217.00	190,328.01	62.56
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	11,907.00-	11,907.00-	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	15,196.85	91,249.83	250,041.00	158,791.17	63.51
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,511.76	17,656.23	0.00	17,656.23-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	34,861.66	55,374.00	20,512.34	37.04
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	5,555.56	5,555.56	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	107.94	39,648.38	139,872.61	211,583.00	71,602.45	33.84
DEPARTMENT: 11040 - SCIENCE	0.00	2,342.22	18,337.35	37,315.00	18,977.65	50.86
DEPARTMENT: 31000 - COMMUNITY SERVICE	495.00	771.90	13,213.86	51,150.00	37,441.14	73.20

DEPARTMENT: 42005 - DEAN OF TECHNICAL	10,832.09	27,313.69	77,943.13	117,927.00	29,151.78	24.72
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	13,568.84	100,572.16	176,330.00	75,757.84	42.96
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	11,548.78	61,241.39	105,393.00	44,151.61	41.89
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	19,388.89	19,388.89	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	6,464.21	10,000.00	3,535.79	35.36
DEPARTMENT: 14010 - AO-K	0.00	2,423.46	14,175.43	55,555.56	41,380.13	74.48
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	6,116.73	0.00	6,116.73-	0.00
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	8,680.80	0.00	8,680.80-	0.00

FUND: 22 - RESTRICTED GRANTS	505,642.11	671,758.83	2,205,412.67	3,697,221.94	986,167.16	26.67
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Fiscal Year: 2013

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,577.45	3,079.60	7,970.00	4,890.40	61.36
DEPARTMENT: 50000 - DEAN OF STUDENT SE	440.39	0.00	36.00	0.00	476.39-	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	24.94	0.00	24.94-	0.00
DEPARTMENT: 63000 - INFORMATION SERVIC	0.00	0.00	995.00	1,000.00	5.00	0.50
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	8,554.69	8,599.78	45.09	0.52
DEPARTMENT: 50000 - DEAN OF STUDENT SE	201.55	0.00	0.00	0.00	201.55-	0.00

FUND: 23 - OTHER RESTRICTED FUNDS	641.94	1,577.45	12,690.23	17,569.78	4,237.61	24.12
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Fiscal Year: 2013

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	76.95	611.88	950.00	338.12	35.59
DEPARTMENT: 13305 - ADULT ED - STAFF D	922.27	0.00	2,093.51	4,500.00	1,484.22	32.98
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	1,302.19	5,253.82	20,429.58	15,175.76	74.28
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	461.96-	0.00	461.96	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	10,279.08	156,396.88	299,570.32	143,173.44	47.79
DEPARTMENT: 13305 - ADULT ED - STAFF D	560.00	756.00	1,446.23	6,000.00	3,993.77	66.56
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	2,852.36	25,037.91	47,282.72	22,244.81	47.05
DEPARTMENT: 13305 - ADULT ED - STAFF D	418.30	840.00	1,048.16	2,488.56	1,022.10	41.07
DEPARTMENT: 13301 - ADULT ED - INSTRUC	200.00	13,950.76	79,385.47	196,950.00	117,364.53	59.59
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	32,500.00-	32,500.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	1,687.94	19,360.58	113,794.91	232,500.00	117,017.15	50.33

FUND: 24 - ADULT EDUCATION	3,788.51	49,417.92	384,606.81	778,171.18	389,775.86	50.09
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Fiscal Year: 2013

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	10,400.00	0.00	128,545.74	489,104.00	350,158.26	71.59
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FUND: 61 - CAPITAL OUTLAY	10,400.00	0.00	128,545.74	489,104.00	350,158.26	71.59

Fiscal Year: 2013

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	50,678.15	37,811.62	132,918.70	314,665.01	131,068.16	41.65
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,473.81	14,463.65	0.00	14,463.65-	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	3,915.44	5,057.77	10,295.56	41,000.00	26,789.00	65.34
DEPARTMENT: 99002 - STUDENT MAGAZINE	1,501.20	2,184.50	2,470.10	30,000.00	26,028.70	86.76
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	192.50	8,232.15	19,048.61	10,816.46	56.78
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FUND: 71 - ACTIVITY/ORGANIZATION FD	56,094.79	46,720.20	168,380.16	404,713.62	180,238.67	44.53

Fiscal Year: 2013

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	10,450.00	20,800.00	0.00	20,800.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	4,000.00	9,150.00	0.00	9,150.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	3,300.00	7,450.00	0.00	7,450.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	4,400.00	8,800.00	0.00	8,800.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	1,850.00	6,100.00	0.00	6,100.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	30,950.00	75,850.00	0.00	75,850.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	6,500.00	13,900.00	0.00	13,900.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	1,100.00	0.00	1,100.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	9,600.00	18,900.00	0.00	18,900.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	1,100.00	8,500.00	0.00	8,500.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	1,000.00	2,050.00	0.00	2,050.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	6,600.00	16,500.00	0.00	16,500.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	10,700.00	23,750.00	0.00	23,750.00-	0.00
DEPARTMENT: 55020 - ---	0.00	3,000.00	6,100.00	0.00	6,100.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	4,250.00	9,950.00	0.00	9,950.00-	0.00
DEPARTMENT: 11030 - ART	0.00	10,100.00	15,150.00	0.00	15,150.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	2,200.00	5,800.00	0.00	5,800.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	9,225.00	19,375.00	0.00	19,375.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	1,675.00	6,520.00	0.00	6,520.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	5,350.00	10,850.00	0.00	10,850.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	4,750.00	17,705.00	0.00	17,705.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	131,000.00	304,300.00	0.00	304,300.00-	0.00

Fiscal Year: 2013

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	4,537.98	242,026.35	505,000.00	262,973.65	52.07
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	4,537.98	242,026.35	505,000.00	262,973.65	52.07

Garden City Community College
2/28/2013

	Amount	% Rate
Cash in Bank:		
Commerce Bank	\$ 360,406.25	0.0000%
State Municipal Invest. Pool	\$ 387.14	0.0160%
FNB of Garden City - Money Market	\$ 12,340.09	0.2900%
Commerce Bank - Money Market	\$ 465,779.55	0.2000%
Landmark National Bank	\$ 2,219,704.93	0.1400%
	<u>\$ 3,058,617.96</u>	

	Type	Amount	% Rate	Beg. Date	Maturity
Investments:					
Commerce Bank	CD	\$ 1,000,000.00	0.4200%	2/24/2012	2/24/2013
First National Bank of Holcomb	CD	\$ 1,000,000.00	0.4900%	9/17/2012	3/17/2013
Commerce Bank	CD	\$ 1,000,000.00	0.3700%	8/29/2012	5/29/2013
First National Bank of Garden City	CD	\$ 1,000,186.32	0.4000%	6/14/2012	6/13/2013
First National Bank of Garden City	ICS	\$ 1,500,000.00	0.3800%	1/30/2013	7/30/2013
Commerce Bank	CD	\$ 1,000,000.00	0.4300%	8/29/2012	8/29/2013
First National Bank of Garden City	CD	\$ 2,000,000.00	0.4300%	1/30/2013	10/30/2013
First National Bank of Holcomb	CD	\$ 1,000,000.00	0.5900%	12/13/2012	12/13/2013
		<u>\$ 9,500,186.32</u>			

Total	<u><u>\$ 12,558,804.28</u></u>
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ICS is an Insured cash sweep account. It works similar to a money market account.

MARCH 2013 MONITORING REPORT ANNUAL REPORT

ENDS		ANNUAL
Academic Advancement	#1	Page 4
Students will have appropriate knowledge of transfer requirements.		

CEO's Interpretation: All students should have access to information pertaining to their transfer/receiving institution providing the student seeks assistance. Transfer information should always be available through the student's academic advisor and the office of student services. GCCC staff will assist all students who request specific transfer information or assistance to an institution that is unique or is a determined to be a first-time receiving institution.

Background Information and Supporting Data:

GCCC communicates academic prerequisites through initial advisor meetings, College Skills advisor sessions and degree plan reviews which all occur during the advising process. Transfer and articulation communication and agreements have been developed and continue to be developed to assist students in the transition and successful transfer to other institutions.

College personnel annually identify measures for continuous improvement to insure that GCCC is staying abreast of transfer and advising changes. To facilitate this, during the 2012-13 academic year, GCCC hosted twelve 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, Mid-American Nazarene, Baker 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 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 2012-13 academic year, GCCC signed a unique reverse transfer agreement with Kansas State University which allows GCCC students who transfer to KSU prior to graduating with their associate degree to be able to transfer hours back from KSU for this purpose. A similar discussion has started with Fort Hays State University on a reverse transfer agreement. These agreements will assist GCCC students with latitude for attaining their associate degree and assist GCCC in overall graduation completion rates. Additionally, 2+2 agreements were developed with Mid-American Nazarene and Baker University pertaining to education degrees.

Additional work is taking place at the state level to streamline transfer of courses among community colleges and regents institutions. Currently there are 51 hours identified that will be listed as aligned and transferable to any public institution in Kansas. When students take these core classes at GCCC, the transferability will not be questioned at any public institution in

Kansas. An additional 10 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. GCCC administration serves on the KBOR marketing committee for the transfer initiative and will assist in getting a marketing plan for the state developed.

ENDS

ANNUAL

Academic Advancement

#2

Page 4

Students will have the academic prerequisites sufficient for successful transfer.

CEO's Interpretation:

All students will be responsible for identifying their academic plan and major and discuss such with their assigned advisor. Students who provide this critical information will be made aware of how the receiving institution they have selected will accept earned credits. Any conditions relative to grade point requirements and stated prerequisites will be discussed with their advisor.

Background Information and Supporting Data:

Multiple reports are included in this ENDS analysis 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 includes Transfer Data from the KBOR Transfer Feedback Report, a summary of the local data used for determining transfer success and a summary of the Community College Survey of Student Engagement (CCSSE) administered in the Spring 2012 and the Survey of Entering Student Engagement (SENSE) administered in Fall 2012. Additionally, the annual follow up survey information of non-returning students is included.

[CCSSE](#) “provides information on [student engagement](#), a key indicator of learning and, therefore, of the quality of community colleges. The survey, administered to community college students, asks questions that assess institutional practices and student behaviors that are correlated highly with student learning and student retention.” Through this survey process, information is provided back to GCCC which provides feedback and ratings on areas such as academic advising, student/faculty interaction and support services related to academic advancement. Below is a chart showing the comparison of GCCC to the 2012 cohort. GCCC scored higher than the cohort on all benchmarks related to student learning.

CCSSE BENCHMARK COMPARISONS

Benchmark	GCCC	2012 Cohort
Student Faculty Interaction	54.0% highly satisfied	50.0%
Talked about career plans with instructor/advisor	2.39 on a 4 point scale	2.08
Transfer credit assistance	2.20 on a 3 point scale	2.04
Academic advising/planning	2.34 on 3 point scale	2.23

Career counseling	1.99 on 3 point scale	1.81

The Survey of Entering Student Engagement (*SENSE*) helps community and technical colleges focus on the “front door” of the college experience. Grounded in research about what works in retaining and supporting entering students, *SENSE* collects and analyzes data about institutional practices and student behaviors in the earliest weeks of college. These data can help colleges understand students’ critical early experiences and improve institutional practices that affect student success in the first college year. Overall on the advising aspect of the survey, GCCC students indicated 65.6% strongly agreed and were satisfied with their advising experience at GCCC versus 40.75 at cohort institutions. The advising relationship and process has utmost importance placed upon it at GCCC. Many adaptations are being made to further strengthen the process at GCCC including more web based training for faculty and advisors as well as increasing modes of communication to students on advising and transfer as well.

SENSE SURVEY

Benchmark	GCCC	2012 Cohort
I was able to meet with an academic advisor at times convenient for me	3.96 on 5 point scale	3.71
An advisor helped me to select a course of study, program, or major	4.01 on 5 point scale	3.62
An advisor helped me to set academic goals and to create a plan for achieving them	3.75 on 5 point scale	3.19
An advisor helped me to identify the courses I needed to take during my first semester	4.08 on 5 point scale	3.83

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

1) Reasons for not re-enrolling for Fall 2012 at GCCC:

I graduated from GCCC: 6 18%

I’m employed as: 5 15%

Client at Family Ministries INC

Business Manager at Fisher Commodities

EKG Tech at Siena Medical

Accounting Clerk for Tyson

I am in the Armed Forces:	0	0%
I am not employed:	2	6%
I reached my personal and educational GCCC goals:	0	0%
GCCC was not the right school for me:	2	6%
I moved away and did not want online classes:	1	3%
None of the following apply:	10	28%
I completed GCCC courses and I wanted to transfer to another school:	6	18%
School: Greenville in IL	Major: Music Education	
School: Kansas State	Major: Biological & Agricultural engineering- Machinery Option	
School: Seward County Community College	Major: Respiratory Therapy	
Other:	2	6%

2) What was the best thing about attending GCCC?

- Close to home and small classes so more one on one time with instructors
- It was close to home (3)
- close to home, flexible classes
- teachers (2)
- It is a good school
- I like that the classes are not too big compared to universities
- A small very friendly community
- MRS. GREATHOUSE WAS A GREAT TEACHER
- getting a higher education
- I like that it had homework online
- How nice people are
- It was really fun and the classes are easy and the teachers are very friendly
- All the teachers were nice and helpful.
- teachers, tutors, deans
- I had some teachers who were super understanding
- Improving as a runner through the Buster Cross country team.

- flexibility
- Meeting teachers and other people.
- The teachers and advisors have a human attitude to the students.
- Completing my associates
- Good classes and a perfect time schedule
- The John Deere Program
- Teachers, environment, small classes, night classes
- Location
- Everyone is really so helpful – all departments
- Cost and affordability
- Small classes and great instructors
- My teachers were very helpful and the classes are very flexible.
- Financial Aid, Free printing, free computer use

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

- Tutors for the more challenging classes
- No it was an enjoyable experience (6)
- Study
- Have teachers be nicer to students and interact
- I would change the order I took my classes in and maybe take more than 16 a semester because I had to do 20 my last semester.
- Get the instructors all on one page...
- I would have changed from dorms to a unit or apartment
- I would have changed e-college quizzes
- I think everything is ok at the moment. They are working to improve the library which is great!
- The Housing
- More Tutors

4) 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: 22 100%

No: 0

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

5)

Yes: 27

82%

No: 6 18%

Total: 33

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

Yes: 28 80%

No: 7 20%

Total: 35

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

0: 2 6%

1-3: 20 62%

4+ : 10 32%

Total: 32

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

- Make sure all your classes will transfer and count towards your major before enrolling in the course.
- I'm not planning to transfer to a university.
- Stay involved and be aware of all the possibilities and groups to be in.
- Take the main courses you need, participate in clubs you feel you can benefit from and make sure you know what credits will transfer.
- Make sure they have all the requirements to transfer.
- When you have a test you better study or you won't pass the test.
- I would tell them to study and focus on grades. I have a schedule and I have a certain time to do homework and then a certain time to hang out with friends.
- To have fun in what you are learning and enjoy it now before it is over.
- Participate in clubs, be involved in all campus activities, dedicate time to do homework, and go to advisors.
- Students should do anything they want as long as they work their tails off.
- Students should know the financial aid office and their advisor.
- Students should participate in clubs, communicate with their advisor, and define a major.
- Be involved in organizations and clubs (2)
- Meet with your advisor regularly
- Complete your classes for your major.

- Take classes that will transfer without issues.

ENDS		ANNUAL
Academic Advancement	#3	Page 4
Students will have opportunities for advance degrees.		

CEO's Interpretation:

All programs of study associated with GCCC which has college credit attached should have opportunity for curriculum 1) alignment and 2) transferability. The two primary modalities are critical for continuation of academic credentialing. Students choosing to only take a single course or enroll in a complete degree program will have the above three qualities embedded in the curricula. It will be the student's responsibility to determine their educational path and career.

Background Information and Supporting Data:

Following is KBOR Transfer Feedback Report regarding Universities.

The KBOR Transfer Feedback Report data shows how GCCC students have compared academically in Fall 2011 to native students at the regents institutions and Washburn. GCCC students completed and transferred 51.68 hours on average to the regents institutions. GCCC students completed more hours per semester or a higher percentage of hours completed versus hours attempted at all institutions except two (Washburn and KU). This measurement shows that our continuing students persisting and advancing towards degrees at a faster pace than the counterparts. This also speaks to the level of academic preparedness prior to transfer. As indicated in the chart below, GCCC students are advancing towards baccalaureate degrees at regents institutions at a faster pace than the counterparts and are continuing to maintain GPA's in the process.

Institution Name	Percent of Hours Passed		Mean Grade Point Average	
	GCCC Students	Native Students	GCCC Students	Native Students
Emporia State Univ.	94%	91%	3.11	2.94
Fort Hays State	90%	88%	2.88	2.84
Kansas State Univ.	92%	92%	2.82	2.96
Univ. of Kansas	85%	90%	2.94	3.06
Washburn Univ.	75%	86%	2.59	2.86

Wichita State Univ.	87%	91%	3.16	2.96
Pittsburg State Univ.	95%	86%	3.15	2.99

In addition to this information, we are also working with KBOR to develop effective marketing means to transfer and articulation work that is taking place at the state level. Currently, there are 51 hours that have been reviewed and approved for seamless transfer between institutions in Kansas. This means that the transferability of coursework from community colleges to universities or vice versa will not be disputed for equivalency at the point of transfer. This will help to clean up the transfer process in the state of Kansas. There are additional courses being reviewed and will be added to this list This means that the transferability of coursework from community colleges to universities or vice versa will not be disputed for equivalency at the point of transfer. This will help to clean up the transfer process in the state of Kansas. There are additional courses being reviewed and will be added to this list This means that the transferability of coursework from community colleges to universities or vice versa will not be disputed for equivalency at the point of transfer. This will help to clean up the transfer process in the state of Kansas. There are additional courses being reviewed and will be added to this list throughout this year. Working with the advisors at GCCC to help make students aware of the articulation work is continuing so that students are educated on the advising and transfer process after completing at GCCC.

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. An institutional approach is being made to track 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 2009 cohort, tracked for 150% of the normal timeframe for graduation or transfer (customary tracking timeline). The 2009 cohort consists of 392 students, all of whom were degree-seeking when they entered during the fall 2009 semester. Of these students, 139 were pursuing a non-transferable degree or certificate, leaving 253 students who were on track to graduate and/or transfer and 88 students graduated.

While we can assume that the 88 students who graduated and met the transfer and articulation agreements had the necessary academic pre-requisites, we ultimately want to study all transfer student coursework, so no such assumptions were made. 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 253 transfer program students:

- 75% (189) students took at least one core class
- 64% (163) students took at least two core classes
- 57% (145) students took at least three core classes
- 40% (101) 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:

- 94% completed English I versus 75% in 2012
- 82% completed Speech versus 73% in 2012
- 75% completed English II versus 71% in 2012
- 65% completed College Algebra versus 54% in 2012

This data demonstrates the rates at which GCCC transfer program 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 at least three 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. Three-fourths 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.

Work continues 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. To this end, the math department has evaluated and determined changes for the math sequence for this coming fall. This change is being made due to observation and data from the math department on student success in remedial courses.

On a final note, work is being done specifically to ensure that students have sufficient academic prerequisites in reading for successful transfer process. Discussion on addressing how to increase student success for those who test below college-level reading standards is taking place. Currently, a committee is assessing reading placement, the reading curriculum, alignment of reading placement with concordance studies, and exploring the supporting data that led to mandating developmental reading courses.

MARCH 2013 MONITORING REPORT ANNUAL REPORT

EXECUTIVE LIMITATIONS	ANNUAL
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General Executive Constraint's #2	Page 7
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An open climate in the decision-making process shall not be discouraged.	
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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 on and off-campus.

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.

Incidental Information

March 2013

Cathy McKinley, Executive Director of Marketing & Public Relations

Broncbuster women's basketball coach Alaura Sharp guided her team to the most wins in regular season in the history of GCCC women's basketball. The Busters are the #12 ranked team in the NJCAA polls. The 2012-13 Busters have finished the regular season with the most wins in a single season at 27 and the fewest losses at 3 in the history of Garden City women's basketball.

GCCC's new ServSafe and Food Science training mobile classroom arrived on campus March 4. The customized semi-trailer will provide refrigeration for safe meat transportation, cutting tables, a packager, meat smoker, interactive whiteboards, laptop computers, carts, and extensive instructional computer hardware and software. The mobile classroom expands to approximately 920 square feet and can accommodate up to 30 students. The semi-trailer is a major component of GCCC's TRAC-7 grant program, which is designed to engage potential students in a series of career training opportunities, including GCCC's Food Science Program for men and women who want to work in the fast-growing food safety industry.

Various staff and faculty volunteers will represent the college and work to recruit students in GCCC's booth at the 2013 Better Home and Better Living Show, scheduled March 23-24 at the Finney County Exhibition Building. Sponsored by the Western Kansas Broadcast Center, the annual show draws individuals who visit the GCCC booth to inquire about programs ranging from nursing, allied health, business, education, woodworking and cosmetology to online courses and Business and Community Education offerings. Another popular request at the show is for class schedules and enrollment information for the summer and fall semesters.

The 2013 Meats Team competed at the Houston Livestock Show and Rodeo Meats Contest this past March 2. GCCC had two teams. The Gold team finished second (Reserve Champions) in the contest and the Brown team placed fourth overall. The Gold team was first in Beef Judging (setting a new GCCC school record with 1,129 points), first in Total Beef, second in Beef Grading, Pork Judging, Placing Classes and Questions and was third in Lamb Judging while scoring 3,702 points, which is the third highest overall team score in GCCC history. The Brown Team placed third in Beef Judging (and their score of 1,124 would have also beat the previous school record which was 1,122 points), fourth in Beef Grading, Total Beef and Placing Classes, sixth in Lamb Judging and Questions and seventh in Pork Judging.

More than 170 people attended the 2013 College Goal Sunday which was manned by 23 volunteers on Feb. 24 at Garden City High School. The volunteers from GCCC and GCHS assisted 72 students from 11 different southwest Kansas high schools in exploring and applying for federal grants, loans and other types of college financial aid, and in helping families fill out the Free Application for Federal Student Aid. The FAFSA is the basis for nearly all university and college financial assistance. The \$500 scholarship winner at the Garden City site was GCHS senior Veronica Sanchez who plans to begin her fall studies at Fort Hays State University.

Admission wristband sales are continuing for "Wild, Wild West," the 35th Annual GCCC Endowment Association Scholarship Auction, which will open at 6 p.m. on Friday, April 5 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 2013 Cadillac ATS.

The Garden City Community College Academic Excellence Challenge Team competed in the National Academic Quiz Tournament (NAQT) which was in St. Louis, Mo the weekend of March 2 and 3. GCCC finished 17th in the nation with a 6-5 record which is the most matches any Kansas team has won in any NAQT competition.

GCCC's 46th annual intercollegiate rodeo, the longest running community college rodeo in Kansas, took place March 1-3 at the Horse Palace indoor arena on the Finney County Fairgrounds, drawing more than 450 riders from universities and colleges across Kansas and Oklahoma

Ryan Ruda, Vice President of Student Services

This year's blood drive was a success. Our goal was 60 pints and we collected 69 pints of blood. There were 90 people that tried to give blood which is a tremendous turnout.

College Goal Sunday was coordinated by the financial aid staff once again in February. There were 24 willing volunteers who helped 72 students (from 11 different high schools) in Southwest Kansas with being one step closer to financing their 2013-2014 college classes! We had 172 attendees at the new Garden City High School facility with many of the local students using their iPads to complete their PIN application and the FAFSA. Quite a few families had electronically filed their taxes within the last couple of weeks and were able to utilize the IRS Data Retrieval Tool that populates the information directly from the Internal Revenue Service.

Hieu Minh Doan, has been chosen as one of the 2013 MKN TRIO Achievers! Congratulations to you and your student! I will be sending more information to both of you over the next few days, but please inform her of her selection.

The TRIO Achiever Luncheon will be on April 4, 2013, from 12:00 - 2:30. We will be asking you to introduce your student, and will be asking her to speak for 10 - 15 minutes on what TRIO has meant to her. I will also need a photo of Hieu for the luncheon program.

Over \$2.5 million in financial aid has been disbursed this spring semester to students. Scholarships and financial aid are still being processed, but as of disbursement day this

Dr. Bruce Exstrom, Vice President of Instructional Services:

Development of the Fall 2013 schedule is underway. Divisions are hard at work arranging classes that will generally be held between 7:30 a.m. and 9:00 p.m. Monday through Thursday. We'll continue to see hybrid courses incorporated into the schedule, in hopes students will have more offerings available to them. The spring schedule will be available for public distribution March 27, and it will be posted on the GCCC website around that time as well. The opening day of enrollment for currently enrolled students has been pushed up to April 3 due to the GCCC in-service day at Dodge City Community College. Enrollment for all students opens April 29.

With the increase in early morning and hybrid courses offered this semester, there has been increased activity in the library with students needing electronic access to courses. We are proposing the library expand its hours and open at 7:15 a.m. during the school week. The longer hours will accommodate student engagement, tutoring and other services. We are also looking into expanding the hours of the out-of-class testing center.

The mobile trailer from the Trac-7 grant has arrived. We are in the process of developing a schedule of food science courses to deliver to students this spring semester.

I am working with Hector Martinez to develop pathways within the A-OK grant. These pathways are aimed at advising students taking college preparation courses while concurrently enrolled in a technical education program.

Representatives from Pearson Education were on campus to host a technology fair for our faculty March 1. Kelly Stevens and April Yablonsky provided hands-on technology training and demonstrations to assist instructors as they conduct and develop hybrid courses. Overviews and sessions covered

humanities, social sciences, math, and science. 30 instructors participated in this professional development opportunity, with many sharing expertise among their peers. We appreciate the time Kelly and April spent with our faculty and look forward to future training opportunities through Pearson. The Technology Committee's mobile technology pilot project is ongoing. Laptops have been checked out to the faculty involved with the project. Instructors will use the laptops in the classroom and office, with other work functions and at home. As the semester continues, instructors will collect data and report their findings at the end of the semester. The data will be used for future mobile technology proposals involving faculty, staff and students.

The Academic Excellence Challenge (AEC) Team competed at the NAQ tournament in St. Louis March and finished 17th in the nation. Their 6-5 record was the most matches any Kansas team has won in any national competition. GCCC finished above Johnson County (19th) and Dodge City (21st.) Congratulations to the team on their outstanding accomplishment at the national competition. GCCC will compete in the Regional Kansas Sunflower League tournament March 9 and will conclude their season at the state competition at KSU-Salina the first weekend of April.

The Fine Arts & Humanities division hosted 60 area senior and junior high school students for Fine Arts Day February 28. At the conclusion of the event, nearly 40 students signed scholarships forms among various departments. Importantly, in its second year, the word is spreading about this event. Counselors are already asking about next year's date and indicate they will encourage many more students to participate.

Phil Hoke, Drama Director, did a fantastic job with his latest dinner theater production, "Shotguns for Wedding Bells", and it made for a very enjoyable evening. Funds raised from the show will go toward the Region V Kennedy Center American College Theatre Festival in Lincoln, Nebraska, where students will compete for national scholarships in playwriting, design and acting.

The Continuing Education department had a productive February. Eight contract training and open enrollment courses were offered, with a total of 66 enrollments and 44 contact hours generated. In conjunction with Jean Warta, Director of Continuing Education, I am teaching several performance management sessions with Palmer Manufacturing. My first workshop on February 22 went well, with 15 managers attending. The purpose is to help the company enhance its employee evaluation process. I hope to apply similar measures toward professional development and evaluation procedures for on-campus faculty. Looking ahead, Jean and I plan to meet with Tyson representatives to explore continuing education training possibilities.

Dee Wigner, Executive Vice President:

The GCCC Wellness Committee implemented a Wellness Challenge that began February 22nd and will end May 17th. The Challenge allows GCCC employees to earn "Wellness Bucks" for participating in healthy activities such as walking, bike riding, Super Circuit and team activities. If employees quit smoking or chewing tobacco, they will receive \$1 in Wellness Bucks for each day they do not smoke or chew. If losing weight is the employees' goal, they will receive \$10 in Wellness Bucks for each pound lost. At the end of the semester, employees will be allowed to "cash in" their Wellness Bucks for prizes.

There are now healthy choice items on the serving line. Every day staff and students will be offered a lean protein and vegetables that have been prepared without butter, sauces or breading. And, as always a wide variety of healthy items are available on the salad bar.

The mobile classroom arrived Monday, March 4 and has been set up in the parking lot across the street from the John Collins Vocational/Technical Building. GCCC staff are learning how to set up and tear down the classroom. The mobile classroom provides a comfortable learning environment as well as current technology. The mobile classroom will also be an impressive traveling billboard.

The animal science renovation is moving along. The focus is on interior renovations while the contractor waits for panels and materials to erect the exterior cooler/freezer. In addition to electrical work, acoustical ceiling grid has been installed and the walls have been sheetrocked and painted. When the project was approved, there were several customers before us on the production sheet for the cooler/freezer. We anticipate panels within the next few weeks.

D. McMillen, Chartered

Certified Public Accountants

2200 Lakin, Suite A
Great Bend, KS 67530

Tele: 620-792-2588
Fax: 620-792-6728

GOVERNANCE LETTER

March 5, 2013

Executive Committee
Western Kansas Community College Virtual Education Consortium
1105 Main Street, Suite C
Great Bend, Kansas 67530

We have audited the financial statements of Western Kansas Community College Virtual Education Consortium ("Consortium") for the year ended June 30, 2012, and have issued our report thereon dated January 10, 2013. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our Engagement Letter dated June 29, 2010. Professional standards also require that we communicate to you the following information related to our audit.

Significant Accounting Policies

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Consortium are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2012. We noted no transactions entered into by the Consortium during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There were no sensitive estimates affecting the financial statements.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the Management Representation Letter dated January 10, 2013.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

The information is intended solely for the use of the Executive Committee, management and others within the Consortium and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

D. McMillen, Chartered

**WESTERN KANSAS COMMUNITY COLLEGE
VIRTUAL EDUCATION CONSORTIUM
BARTON COUNTY, KANSAS**

*Financial Statements
For the Years Ended June 30, 2012 and 2011*

**D. McMillen, Chartered
Certified Public Accountants
2200 Lakin, Suite A
Great Bend, KS 67530**

WESTERN KANSAS COMMUNITY COLLEGE VIRTUAL EDUCATION CONSORTIUM
BARTON COUNTY, KANSAS

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D. McMillen, Chartered

Certified Public Accountants

2200 Lakin, Suite A
Great Bend, KS 67530

Tele: 620-792-2588
Fax: 620-792-6728

REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

Executive Committee
Western Kansas Community
College Virtual Education Consortium
Barton County, Kansas

We have audited the accompanying statement of net assets of Western Kansas Community College Virtual Education Consortium, Barton County, Kansas, as of June 30, 2012 and 2011, and the related statement of revenues, expenses and changes in net assets and the statement of cash flows for the years then ended. These financial statements are the responsibility of the Consortium's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of Western Kansas Community College Virtual Education Consortium, as of June 30, 2012 and 2011, and the changes in its net assets and cash flows, for the years then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated January 10, 2013, on our consideration of the Consortium's internal control over financial reporting and our tests of compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal controls over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis information on pages i through iv, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards

generally accepted in the United States of America, which consisted of inquires of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during the audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide assurance.

Our audit was performed for the purpose of forming an opinion on the financial statements that collectively comprise the Western Kansas Community College Virtual Education Consortium's basic financial statements.

D. McMillen, Chartered

D. McMillen, Chartered

Great Bend, Kansas
January 10, 2013

D. McMillen, Chartered

Certified Public Accountants

2200 Lakin, Suite A
Great Bend, KS 67530

Tele: 620-792-2588
Fax: 620-792-6728

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Executive Committee
Western Kansas Community
College Virtual Education Consortium
Barton County, Kansas

We have audited the financial statements of Western Kansas Community College Virtual Education Consortium, Barton County, Kansas, as of and for the year ended June 30, 2012, and have issued our report thereon dated January 10, 2013. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Western Kansas Community College Virtual Education Consortium's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Western Kansas Community College Virtual Education Consortium's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Western Kansas Community College Virtual Education Consortium's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Western Kansas Community College Virtual Education Consortium's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended for the information and use of the audit committee, management, others within the organization, Executive Committee, federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

D. McMillen, Chartered

D. McMillen, Chartered

Great Bend, Kansas
January 10, 2013

WESTERN KANSAS COMMUNITY COLLEGE VIRTUAL EDUCATION CONSORTIUM
BARTON COUNTY, KANSAS

STATEMENT OF NET ASSETS
JUNE 30, 2012 AND 2011

ASSETS:	2012	2011
Current Assets:		
Cash and Cash Equivalents	\$ 301,462	\$ 384,184
Accounts Receivable	441,509	65,153
Prepaid Contract Fees	83,879	69,691
Prepaid Payroll	<u>138,421</u>	<u>145,853</u>
Total Current Assets	<u>965,271</u>	<u>664,881</u>
Non-Current Assets:		
Other Receivables	-	-
Capital Assets, Net	<u>28,426</u>	<u>24,391</u>
Total Non-Current Assets	<u>28,426</u>	<u>24,391</u>
Total Assets	<u>\$ 993,697</u>	<u>\$ 689,272</u>
LIABILITIES:		
Current Liabilities:		
Accounts Payable	\$ 2,520	\$ 18,873
Deferred Tuition	482,465	86,631
Capital Lease	<u>-</u>	<u>671</u>
Total Current Liabilities	<u>484,985</u>	<u>106,175</u>
Non-Current Liabilities:		
Capital Lease	<u>-</u>	<u>-</u>
Total Non-Current Liabilities	<u>-</u>	<u>-</u>
Total Liabilities	<u>484,985</u>	<u>106,175</u>
NET ASSETS:		
Invested in Capital Assets, Net of Related Debt	28,426	23,721
Restricted for Dividends	-	-
Unrestricted	<u>480,286</u>	<u>559,376</u>
Total Net Assets	<u>508,712</u>	<u>583,097</u>
Total Liabilities and Net Assets	<u>\$ 993,697</u>	<u>\$ 689,272</u>

NOTES TO FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THESE STATEMENTS

WESTERN KANSAS COMMUNITY COLLEGE VIRTUAL EDUCATION CONSORTIUM
BARTON COUNTY, KANSAS

STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED JUNE 30, 2012 AND 2011

	<u>2012</u>	<u>2011</u>
OPERATING REVENUES:		
Tuition	\$ 2,220,862	\$ 1,710,200
Commissions	6,899	80,826
Refunds	-	-
Consulting	<u>129,686</u>	<u>76,666</u>
Total Operating Revenues	<u>2,357,447</u>	<u>1,867,692</u>
OPERATING EXPENSES:		
E College Fees	423,106	256,274
Instructional Costs	776,213	676,795
Salaries and Benefits	332,679	267,300
Marketing	24,223	7,606
Travel	50,648	33,212
Supplies	25,234	11,639
Legal and Accounting	12,780	10,636
Office Overhead	49,233	28,067
Website	38,028	43,117
Training and Meetings	9,432	2,106
Consulting Costs	118,411	67,924
Interest	169	109
Depreciation	<u>9,988</u>	<u>6,961</u>
Total Operating Expenses	<u>1,870,144</u>	<u>1,411,746</u>
Operating Income (Loss)	<u>487,303</u>	<u>455,946</u>
NON-OPERATING REVENUES (EXPENSES):		
Investment Income	2,520	3,850
Other Income	7,551	4,157
Coursework Research	<u>(31,759)</u>	<u>-</u>
Total Non-Operating Revenues (Expenses)	<u>(21,688)</u>	<u>8,007</u>
Increase (Decrease) in Net Assets	465,615	463,953
NET ASSETS:		
Total Net Assets - July 1, 2011 and 2010	583,097	419,144
Dividend Distribution	<u>(540,000)</u>	<u>(300,000)</u>
Total Net Assets - June 30, 2012 and 2011	<u>\$ 508,712</u>	<u>\$ 583,097</u>

NOTES TO FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THESE STATEMENTS

WESTERN KANSAS COMMUNITY COLLEGE VIRTUAL EDUCATION CONSORTIUM
BARTON COUNTY, KANSAS

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2012 AND 2010¹

	<u>2012</u>	<u>2011</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Tuition	\$ 2,703,327	\$ 1,779,325
Commissions and Royalty	6,899	80,826
Consulting Services	129,686	94,172
Payments for Salaries	(1,087,351)	(961,446)
Payments for Benefits	(155,713)	(129,022)
Payments for Contractual Services	(926,565)	(369,858)
Payments for Utilities	(8,462)	(5,028)
Payments for Marketing	(24,097)	(7,606)
Payments for Other Administration Costs	(144,566)	(78,908)
Payments for Interest	(169)	(109)
Net Cash Provided (Used) by Operating Activities	<u>492,989</u>	<u>402,346</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES		
Other Receipts	7,551	4,636
Payments for Course Research	(31,089)	-
Net Cash Provided by Non-Capital Financing Activities	<u>(23,538)</u>	<u>4,636</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Purchase of Capital Assets	(14,022)	(16,777)
Paid on Capital Debt	(671)	(1,150)
Dividend Distributions	(540,000)	(300,000)
Net Cash Provided (Used) for Capital and Related Financing Activities	<u>(554,693)</u>	<u>(317,927)</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest and Dividends on Investments	2,520	3,850
Other Investing Activities	-	-
Net Cash Provided (Used) by Investing Activities	<u>2,520</u>	<u>3,850</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	(82,722)	92,905
CASH AND CASH EQUIVALENTS - BEGINNING OF YEAR	<u>384,184</u>	<u>291,279</u>
CASH AND CASH EQUIVALENTS - END OF YEAR	\$ <u><u>301,462</u></u>	\$ <u><u>384,184</u></u>

NOTES TO FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THESE STATEMENTS

WESTERN KANSAS COMMUNITY COLLEGE VIRTUAL EDUCATION CONSORTIUM
BARTON COUNTY, KANSAS

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2012 AND 2011

	<u>2012</u>	<u>2011</u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES		
Operating Income (Loss)	\$ 487,303	\$ 455,946
Adjustments to Reconcile Operating Income (Loss) to Net Cash Provided (Used) by Operating Activities:		
Amortization and Depreciation	9,988	6,961
(Gain) Loss on Disposition of Capital Assets	-	-
Changes in Assets and Liabilities:		
(Increase) Decrease in Accounts Receivable	(376,356)	13,348
(Increase) Decrease in Prepaid Contracts	(14,188)	(69,691)
(Increase) Decrease in Prepaid Payroll	7,432	2,663
(Increase) Decrease in Other Assets	-	-
Increase (Decrease) in Accounts Payable	(16,353)	467
Increase (Decrease) in Prepaid Tuition	395,834	(6,869)
Increase (Decrease) in Other Liabilities	<u>(671)</u>	<u>(479)</u>
Net Cash Provided (Used) by Operating Activities	\$ <u><u>492,989</u></u>	\$ <u><u>402,346</u></u>
 SUPPLEMENTAL DISCLOSURES		
Non-cash Investing and Financing Transactions:		
Acquisition of Equipment	<u>-</u>	<u>-</u>
 Cash Paid for Interest	<u>169</u>	<u>109</u>

NOTES TO FINANCIAL STATEMENTS ARE AN INTEGRAL PART OF THESE STATEMENTS

WESTERN KANSAS COMMUNITY COLLEGE VIRTUAL EDUCATION CONSORTIUM
BARTON COUNTY, KANSAS

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2012 AND 2011

1. **Summary of Significant Accounting Policies**

The accounting policies of the Western Kansas Community College Virtual Education Consortium conform to generally accepted accounting principles (GAAP) applicable to public institutions engaged only in business-type activities adopted by the Government Accounting Standards Board (GASB). For the years ended June 30, 2012 and 2011, the Consortium followed GASB Statement No. 35, which prescribes a new reporting model for public colleges within the reporting guidelines of GASB Statement No. 34, as amended by GASB Statement No. 37. The Consortium also follows GASB Statement No. 38, which prescribes new and revised note disclosures.

A. Nature of Operations

The Western Kansas Community College Virtual Education Consortium is a body corporate and politic organized under the Inter-local Cooperative Agreement Act authorized by K.S.A. 12-2901 and approved by the office of the Attorney General October 29, 2002 and the Board of Regents November 14, 2002. The Consortium functions as a special purpose governmental unit. As the name implies, the Western Kansas Community College Virtual Education Consortium encompasses the geographic areas in Western Kansas served by the Community Colleges of Barton, Colby, Dodge City, Garden City, Pratt and Seward County. The Consortium offers the online courses under the name of EduKan. The Purpose of the Organization is three fold: 1) To serve as an instrument of cooperation among the member educational institutions on the design and delivery of distance (inter-net) education courses, programs and degrees. 2) To expand distance education programs and to increase effectiveness of individual institutions by combining forces, coordinating activities and eliminating duplication of efforts. 3) To pool and share the financial, physical and intellectual resources and expenditures of the individual institutions to realize a broader base of support through affiliation.

B. Reporting Entity

The Consortium is a special purpose government that is governed by a separate executive board comprised of the related College Presidents. It is legally separate and fiscally independent of other state and local governments. The financial reporting entity, as defined by Government Accounting Standards Board ("GASB") Statement 14, "The Financial Reporting Entity", consists of the special purpose government.

C. Basis of Presentation and Accounting

The financial statements include a statement of net assets; a statement of revenues, expenses, and changes in net assets; and a statement of cash flows. A statement of net assets provides information about the assets, liabilities, and net assets of the Consortium at the end of the year. Assets and liabilities are classified as either current or non-current. Net assets are classified according to external donor restrictions or availability of assets to satisfy Consortium obligations. Invested in capital assets net of related debt represents the net value of capital assets less the debt incurred to acquire or construct the asset. Non-expendable, restricted net assets are gifts that have been received for endowment purposes, the corpus of which cannot be expended. Expendable, restricted net assets represent grants, contracts, gifts, and other resources that have been externally restricted for specific purposes. Unrestricted net assets include all other net assets, including those that have been designated by management to be used for other than general operating purposes.

A statement of revenues, expenses, and changes in net assets provides information about the Consortium's financial activities during the year. Revenues and expenditures are classified as either operating or non-operating, and all changes in net assets are reported.

A statement of cash flows provides information about the Consortium's sources and uses of cash and cash equivalents during the year. Increases and decreases in cash and cash equivalents are classified as operating, non-capital financing, capital and related financing, or investing.

WESTERN KANSAS COMMUNITY COLLEGE VIRTUAL EDUCATION CONSORTIUM
BARTON COUNTY, KANSAS

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2012 AND 2011

Summary of Significant Accounting Policies, continued

The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Grants and donations are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

When both restricted and unrestricted resources are available for use, it is the Consortium's policy to use restricted resources first, and then unrestricted resources as they are needed. . At June 30, 2012 and 2011 there were no restricted resources.

The Consortium follows FASB Statements and Interpretations issued on or before November 30, 1989; Accounting Principles Board Opinions; and Accounting Research Bulletins, unless those pronouncements conflict with or contradict GASB pronouncements.

D. Cash and Cash Equivalents

The Consortium considers unrestricted and temporally restricted funds that are highly liquid investments with an original maturity of three months or less to be cash and cash equivalents. This would include dividend and savings accounts, and certificates of deposit or short term investments. Cash contributions that are restricted by the donor for long-term purposes are not included in the definitions of cash even though the funds are invested in short term liquid investments.

E. Investments

The Consortium accounts for its investments at fair value in accordance with GASB Statement No. 31, "Accounting and Financial Reporting for Certain Investments and for External Investment Pools", if applicable. Changes in unrealized gain (loss) on the carrying value of investments are reported as a component of investment income in the statements of revenues, expenses and changes in net assets. Types of investments authorized include marketable securities and debt securities. At June 30, 2012 and 2011 the Consortium had no investments.

F. Accounts Receivable

Accounts receivable consist of tuition charges to students and auxiliary enterprise services provided to students. The member Colleges receive billings from the Consortium for the tuition due from the students enrolled through their respective school. Each College is responsible for collecting their own receivables from the students; as a result, there is no allowance for doubtful accounts.

G. Prepaid Expenses

Prepaid Contract Fees reflects the amount paid to e-College for Summer Session fees as of the end of the fiscal year. These fees ranged from \$69 per enrollment for the 2011 Summer Sessions to \$52 for the last Summer Session of 2012.

Prepaid Payroll represents the salary payments to Summer Session instructors, paid during June and before the end of the fiscal year.

H. Deferred Tuition

Deferred Tuition is the Summer Session Tuition billed to students, which enrolled during May and June.

WESTERN KANSAS COMMUNITY COLLEGE VIRTUAL EDUCATION CONSORTIUM
BARTON COUNTY, KANSAS

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2012 AND 2011

Summary of Significant Accounting Policies, continued

I. Capital Assets

Capital assets purchased or acquired with an original cost of \$5,000 or more are reported at historical cost or estimated historical cost. Multiple assets whose cost is less than \$5,000 but the aggregate requestor total is \$5,000 or more are capitalized. Contributed assets are reported at fair market value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Routine repairs and maintenance are charged to operating expense in the year in which the expense is incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings	30 years
Building Improvements	15-30 years
Vehicles	3-5 years
Office Equipment	3-5 years
Computer Equipment	3-5 years

The Consortium had no Capitalized Assets until 2009. Computers and related office equipment with useful lives of three years or less represented the only physical assets of the Consortium at June 30, 2008.

J. Compensated Absences

The Director and Administrative Staff are paid through the payroll system of Colby Community College and receive the same vacation and sick leave benefits as provided by the policy manual for College employees. Most of the instructors for the online courses are employees of one of the six member Colleges and as such, are covered by the policy of each College. There is no amount accrued by the Consortium for compensated absences as the liability is currently the responsibility of each College.

K. Retirement Plan

As explained in the above item J, regarding Compensated Absences, the administration and most of the online instructors are employees of a member College and are covered by a defined benefit pension plan. All College employees meeting KPERS requirements participate in the Kansas Public Employees Retirement System (KPERS), a cost-sharing multiple-employer defined benefit pension plan as provided by K.S.A. 74-4901, et seq. KPERS provides retirement benefits, disability income benefits and death benefits. Kansas law establishes and amends benefit provisions. KPERS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to KPERS (611 South Kansas Avenue, Suite 100; Topeka, KS 66603-3803) or by calling 1-888-275-5737.

L. Long-Term Debt

At June 30, 2011 the Consortium had long-term debt related to a capital lease. This long-term debt was paid in full during 2012, as set forth in Note 5.

M. Net Assets

The Consortium's net assets are classified as follows.

Invested in Capital Assts, Net of Related Debt: This represents the Consortium's total investment in capital assets, net of outstanding debt obligations related to those capital assets. To the extent debt has been incurred but not yet expended for capital assets, such amounts are not included as a component of invested in capital assets, net of related debt.

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Summary of Significant Accounting Policies, continued

Restricted Net Assets – Expendable: Restricted expendable net assets include resources in which the Consortium is legally or contractually obligated to spend resources in accordance with restrictions imposed by external third parties.

Restricted Net Assets – Nonexpendable: Nonexpendable restricted net assets consist of endowment and similar type funds in which donors or other outside sources have stipulated, as a condition of the gift instrument, that the principal is to be maintained inviolate and in perpetuity, and invested for the purpose of producing present and future income, which may either be expended or added to principal.

Unrestricted Net Assets: Unrestricted net assets represent resources derived from student tuition and fees, and sales and services of educational departments and auxiliary enterprises. These resources are used for transactions relating to the educational and general operations of the Consortium and may be used at the discretion of the governing board to meet current expenses for any purpose.

N. Classification of Revenues

The Consortium has classified its revenues as either operating or non-operating revenues according to the following criteria:

Operating Revenues: Operating revenues include activities that have the characteristics of exchange transactions, such as (1) student tuition (2) sales and services of auxiliary enterprises.

Non-Operating Revenues: Non-operating revenues include activities that have the characteristics of non-exchange transactions, such as gifts and contributions, and other revenue sources that are defined as non-operating revenues by GASB No. 9, *Reporting Cash Flows of Proprietary and Nonexpendable Trust Funds and Governmental Entities That Use Proprietary Fund Accounting*, and GASB No. 34, such as investment income.

O. Income Taxes

Western Kansas Community College Virtual Education Consortium is a local governmental entity not subject to taxation, including income taxes, by other governmental entities, under the constitution of the United States of America.

P. Budgets and Budgetary Comparisons

There are no requirements for a formal budget, either by statute, governmental agency or granting authority. As such, no budgetary information is presented.

Q. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

R. Joint Venture, Equity and Dividends

At inception of the Consortium, the six member Colleges invested equal funds to support the project operation and development. As revenues exceeded expenses an appropriate level of cash reserves was established. Beyond this level of reserves, the Net Asset increases were available to return the capital initially invested in the form of dividends. As of January 2007, the entire amount of the original investment had been returned to the respective Colleges in the form of dividends.

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NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2012 AND 2011

2. **Deposits and Investments, Laws and Regulations**

K.S.A. 9-1401 establishes the depositories which may be used by the Government. The statute requires banks eligible to hold the Government's funds have a main or branch bank in the county in which the Government is located or in an adjoining county if such institution has been designated as an official depository and the banks provide an acceptable rate of return on funds. In addition K.S.A. 9-1402 requires banks to pledge securities for deposits in excess of FDIC coverage. The Consortium has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the Government's investment of idle funds to time deposits, open accounts and certificates of deposit with allowable financial institutions; U.S. Government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The Government has no investment policy that would further limit its investment choices.

Concentration of Credit Risk: State statutes place no limit on the amount the Government may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and 9-1405.

Custodial Credit Risk for Deposits: Custodial credit risk is the risk that in the event of bank failure, the College's deposits may not be returned to it. State statutes require the Government's deposits in financial institutions to be entirely covered by Federal Depository Insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City or the Federal Home Loan Bank of Topeka, except during designated "peak period". All deposits were legally secured at June 30, 2012.

The entire bank balance was held by one bank resulting in a concentration of credit risk. At year-end, June 30, 2012 the carrying amount of the Consortium's deposits and the bank balance was \$301,462 and \$462,935, respectively. At June 30, 2012, \$250,000 was covered by FDIC insurance and the balance of \$212,935 was covered by pledged securities held under joint custody receipts issued by a third-party bank in the Consortium's name. The third-party holding the pledged securities is independent of the pledging bank. The pledged securities are held under a tri-party custodial agreement signed by all three parties: the Consortium, the pledging bank and the independent third-party bank holding the pledged securities.

Custodial Credit Risk for Investments: For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the Government will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured. As of June 30, 2012 the College had no investments.

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NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2012 AND 2011

3. **Capital Assets**

	Beginning Balance June 30, 2011	Increase	Decrease	Ending Balance June 30, 2012
Office Equipment and Furniture	\$ 35,559	14,023	-	49,582
Less: Accumulated Depreciation	(11,168)	(9,988)	-	(21,156)
	<u>24,391</u>	<u>4,035</u>	<u>-</u>	<u>28,426</u>

	Beginning Balance July 1, 2010	Increase	Decrease	Ending Balance June 30, 2011
Office Equipment and Furniture	\$ 18,782	16,777	-	35,559
Less: Accumulated Depreciation	(4,207)	(6,961)	-	(11,168)
	<u>14,575</u>	<u>9,816</u>	<u>-</u>	<u>24,391</u>

4. **Lease Obligations**

The Consortium had one operating lease at June 30, 2012 and 2011 for office space located in Great Bend. The Consortium, also had one capital lease for a Canon Copy Machine (which also serves as a printer) dated February 14, 2009 for 36 months. The capital lease contract evolves into ownership as the lease amount is paid in full.

Future minimum lease payments for the capitalized lease and aggregate minimum rental payments under the operating lease agreement that has an initial non-cancelable lease term in excess of one year is as follows:

June 30, 2012		
	Capital Leases	Operating Leases
Year Ended:		
June 30, 2013	\$ -	9,000
June 30, 2014	-	5,250
Total Minimum Lease Payments	-	14,250
Less Amount Representing Interest	-	-
Present Value of Future Minimum Capital Lease Payments	<u>-</u>	<u>14,250</u>

June 30, 2011		
	Capital Leases	Operating Leases
Year Ended:		
June 30, 2012	\$ 735	3,750
June 30, 2013	-	9,000
June 30, 2014	-	5,250
Total Minimum Lease Payments	735	18,000
Less Amount Representing Interest	(64)	-
Present Value of Future Minimum Capital Lease Payments	<u>671</u>	<u>18,000</u>

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NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2012 AND 2011

5. Schedule of Indebtedness – Leases

Capital Lease	Balance 7/1/2011	Issued (Refunded)	Principal Payments	Balance 6/30/2012	Interest Paid	Due Within One Year
Canon Copy Machine issued 02/14/09 For 36 months At 4.00%	671	-	671	-	169	-

Capital Lease	Balance 7/1/2010	Issued (Refunded)	Principal Payments	Balance 6/30/2011	Interest Paid	Due Within One Year
Canon Copy Machine issued 02/14/09 For 36 months At 4.00%	1,821	-	1,150	671	109	671

6. Economic Dependency

As described in nature of operations part A under footnote 1 summary of significant accounting policies the Consortium is comprised of six colleges. The loss of one or more colleges under this consortium could cause an economic hardship.

7. Subsequent Events

Management has evaluated subsequent events through January 10, 2013, which is also the date on which the financial statements were issued. Management has determined there are no events which need disclosure as set forth in GASBS 56.