



April 19, 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, April 23, 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

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

AGENDA

- II. CONSENT AGENDA** Action
- A. Approval of minutes of previous meetings (March 26, 2013)..... pg 4
 - B. Approval of personnel actions-Human Resources..... pg 9
 - B-1 Human Resources Report..... pg 10
 - B-2 Adjunct/Outreach Contracts..... pg 11
 - C. Financial information..... pg 16
 - C-1 Checks processed in excess of \$20,000..... pg 17
 - C-2 Revenues..... pg 18
 - C-3 Expenses..... pg 20
 - C-4 Cash in bank..... pg 26
 - D. Approval of purchases over \$20,000
 - D-1 Land Improvement for Soccer/Track /Intermural/Football..... pg 27
 - D-2 Modular ADA Compliant Stage..... pg 30
 - E. Approval of Culinary Management Academic Program..... pg 33

III. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS..... Action
 - A-1 Monitoring Report – Executive Limitation, Quarterly #9, #10
Asset Protection Quarterly #5..... pg 34
- B. Review Monitoring Report
 - B-1 Academic Advancement
- C. Board Process and Policy Governance Review

IV. OWNERSHIP LINKAGE:

V. REPORTS:

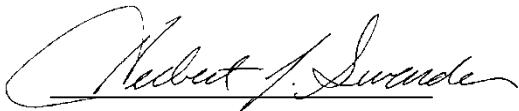
- A. President’s Report
 - A-1 Incidental Information..... pg 36
- B. Report from Finney County Economic Development Corporation

Upcoming Calendar Dates:

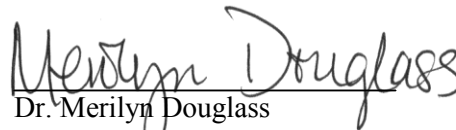
<u>April 27</u>	Sixth Annual Ride for the Future, Ride begins and ends at Bible Christian Church, Garden City, with route stops at Dodge City, Meade and Sublette. Registration 9 a.m., followed by ride 10:30 a.m.-3:30 p.m. Hall of Fame Induction Ceremony & Banquet, 6:30 p.m., Dennis Perryman Athletic Complex Reception immediately following at Samy’s
<u>April 29</u>	Residence Life Appreciation Dinner 4:45-6:30 p.m.
<u>April 25-28-May 3-4</u>	<i>The Twelfth Night</i> , 7:30 p.m., auditorium, Pauline Joyce Fine Arts building
<u>May 8</u>	Athletic Student Awards Banquet, 5:30 p.m. in Dennis Perryman Athletic Complex Gymnasium
<u>May 9</u>	Choir Pops Concert 7:30 p.m., auditorium, Pauline Joyce Fine Arts building
<u>May 11</u>	Legislative Coffee, St. Catherine Hospital Cafeteria 9:00 a.m.
<u>May 14</u>	SGA Student Awards/Honors Banquet, 5:30 p.m., Dennis Perryman Athletic Complex Gymnasium
<u>May 16</u>	Commencement practice 1:00-2:00 p.m., Dennis Perryman Athletic Complex Gymnasium DPS Graduation Celebration, Endowment Room. 6:00 p.m. Band Concert, 7:30 p.m., auditorium, Pauline Joyce Fine Arts building
<u>May 17</u>	VIP Reception Hall of Fame Room, 5:30 p.m., Dennis Perryman Athletic Complex Commencement 7 p.m., Dennis Perryman Athletic Complex Gymnasium
<u>May 18</u>	RN and LPN Pinning, 2:00 p.m., auditorium, Pauline Joyce Fine Arts building John Deere Graduation Brunch, 9:30 a.m., St. Dominic’s Hall
<u>May 20</u>	Retirement Reception, Endowment Room of the Beth Tedrow Student Center, 2:30-4:00 p.m.
<u>May 21</u>	Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center
<u>May 27</u>	Memorial Day OFFICES CLOSED/NO CLASSES

VI. 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
April 23, 2013

Faculty Senate Update:

- Hosted 4 Faculty 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 are currently on-going for 2012-2013.
- Outstanding Faculty and Rookie of the Year are in the nomination process and will be announced at the Faculty Recognition Luncheon on May 10, 2013 / 11:30 – 1:00 p.m.
- Faculty Senate Members for 2013-2014 are:
 - President Terry Lee
 - Vice-President Larry Pander
 - Secretary Deb Robinson
 - Senior Senator Pati Pfenninger
 - Senior Senator and Ex-Officio Linda Morgan
 - Alternate Stacey Carr
- 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**

March 26, 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
Merci Falaise, GCCC Employee
Joe Gordon, GCCC Employee
Rachel Gray, *Garden City Telegram*
Curt K. Harman, Community Member
Jim Howard, Community Member
Leonard Hitz, 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
Ryan Ruda, Vice President of Student Services
Ana Sanchez, GCCC Employee
Jeff Southern, Director Information Technology
Dr. Herbert J. Swender, President
Dee Wigner, Executive Vice President

CALL TO ORDER:

Chair Douglass called the meeting to order at 6:06 p.m.

COMMENTS FROM THE CHAIR:

Chair Douglass welcomed everyone and made the following comments:

- Congratulated the GCCC Academic Excellence Challenge Team for placing 17th in the nation.
- Extended congratulations to the GCCC 2013 Meats Team for finishing second (Reserve Champion) and fourth overall in the Houston Livestock Show and Rodeo Meats Contest.
- Noted that GCCC Fine Arts department hosted 60 area senior and junior high school students for Fine Arts Day on February 28. At the conclusion of the event, nearly 40 students signed scholarships forms among various departments.
- Chair Douglass stated that she had the opportunity of attending the show “Shotguns for Wedding Bells” and had enjoyed it very much.
- Stated that GCCC music department hosted five high school and middle school jazz bands for an annual Jazz Festival on March 11.

OPEN COMMENTS FROM PUBLIC:

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

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

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

Past Events:

March 7 SGA hosted Casino Night in the Beth Tedrow Student Center. Theme for this year’s event was Throwback Thursday.

Future Events:

- March 28 SGA and HALO will hand out balloons at the dedication of the Mobile Agricultural Classroom.
- April 18 Earth Day/Tobacco-Free Campus event, the theme is “Impact Your World”. SGA has decided to expand Earth Day activities to include the issue of Hunger Awareness. SGA is currently working on plans for a Hunger Awareness week with daily events leading up to the campus Earth Day Celebration.

SGA will be meeting in the near future with Vice President of Student Services/Athletic Director, Ryan Ruda, to discuss students’ desire for GCCC to be a tobacco-free campus.

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.
- Continuation of discussion and meetings with Dr. Swender and Dr. Exstrom for spring semester.
- Faculty observation assignments are currently ongoing 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 April meeting.

Morgan explained the process that courses must go through to be added to GCCC curriculum. Morgan reported that students were still evaluating the recently implemented four-day class week. Anecdotal evidence shows some like the new schedule; while others are still adjusting.

Trustees extended their appreciation to Morgan for her report.
(Supporting documents filed with official minutes.)

INTRODUCTION OF NEW EMPLOYEES:

Ryan Ruda, Vice President of Student Services/Athletic Director, introduced new GCCC employees Joe Gordon, Football/Defensive Pass/Game Coordinator and Merci Falaise, Football/Offensive Coordinator. Dee Wigner, Executive Vice President, introduced new GCCC employee Ana Sanchez, Custodian. Swender welcomed Gordon, Falaise and Sanchez and presented each with a GCCC Broncbuster lapel pin.

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 C as presented.

Motion carried 5-0

Approved actions follow:

- (A) **APPROVED MINUTES** of previous meeting (February 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.)

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed Academic Advancement, Annual, all and General Executive Constraints #2. 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 Personal Enrichment monitoring report all areas: No changes were recommended.

OWNERSHIP LINKAGE:

Trustee Schwartz noted that Heather Garcia, Director of Educational Talent Search, would be attending the Sunrise Kiwanis on April 2 to give a presentation.

Chair Douglass expressed a student's appreciation of the extended hours of Saffell Library and the Testing Center.

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:

Women's Basketball:

This year Broncbuster women's basketball coach Alaura Sharp guided her team to the most wins in regular season play in the history of GCCC women's basketball. The 2012-2013 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 an overall record of 29-4 and a conference record of 13-3. The Lady Broncbusters finished second in the conference and finished at the number 13 spot in the NJCAA poll.

Congratulations to Tamara Jones NJCAA 2012-2013 Basketball All-American:

Tamara Jones, GCCC Sophomore from Prosser, WA, has been recognized as an NJCAA Basketball All-American. Jones previously was honored as the Jayhawk West Player of the Year, Jayhawk West 1st team and All-Region VI team. Jones is the all-time leading scorer in the history of Broncbuster Women's Basketball.

Mobile Classroom:

GCCC's new ServSafe and Food Science training mobile classroom arrived on campus March 4. The customized trailer will provide refrigeration for safe meat transportation, 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.

Mobile Classroom Dedication:

March 28. Kansas Secretary of Agriculture, Dale Rodman, will be on GCCC campus to dedicate the Ag Mobile Classroom. Ceremony begins at 10:30a.m. in the Saffell parking lot just east of the John Collins Vocational Technical building. Reception follows approximately 11:30 a.m. in the lobby of the Pauline Joyce Fine Arts Building. Trustees should have received invitations to attend the noon VIP Luncheon with Secretary Rodman in the Endowment Room of the Beth Tedrow Student Center.

Financial Aid:

Over \$2.5 million in financial aid has been disbursed to GCCC students this spring semester.

Men’s Golf:

The GCCC men’s golf team placed second at the OPSU invitational tournament on March 12. The tournament was hosted at Buffalo Dunes.

April 12, 2013:

Employees from GCCC will be traveling to Dodge City Community College to tour their facilities and share ideas with their counterparts at DC3.

April Board Meeting:

Due to scheduling conflicts the GCCC Board of Trustee meeting will be moved from April 16 to April 23. A reminder email will be sent to Trustees regarding this change.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Trustee Ron Schwartz stated the following:

- All paperwork has been signed and approved for the Holcomb project.
- Northwest Industrial Park, area surrounding truck stop at highway 50 and 83 exchange, has been approved and they will be moving ahead.
- FCEDC is progressing toward getting a housing development project underway.

Chair Douglass thanked Schwartz for representing GCCC at Finney County Economic Development Corporation.

EXECUTIVE SESSION:

No executive session was held

Meeting adjourned at 7:15 p.m.

UPCOMING CALENDAR EVENTS:

<u>April 27</u>	Sixth Annual Ride for the Future, Ride begins and ends at Bible Christian Church, Garden City, with route stops at Dodge City, Meade and Sublette. Registration 9 a.m., followed by ride 10:30 a.m.-3:30 p.m.
<u>April 27</u>	Hall of Fame Induction Ceremony & Banquet, 6:30 p.m., Dennis Perryman Athletic Complex Reception immediately following at Samy’s
<u>April 29</u>	Residence Life Appreciation Dinner 4:45-6:30 p.m.
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<u>May 20</u>	Retirement Reception, Endowment Room of the Beth Tedrow Student Center, 2:30-4:00 p.m.

May 21
May 27

Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center
Memorial Day OFFICES CLOSED/NO CLASSES

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender, Ed.D.
Secretary

Dr. Marilyn Douglass
Chair of the Board

Agenda No: II-B

Date: April 23, 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:



April 17, 2013

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

New Hire

Graciela Ortiz, Custodian, effective April 2, 2013
Derek Ramos, Interim Director of Physical Plant, effective 2, 2013
Joyce Bernbeck, Fine Arts Building Secretary, effective April 29, 2013

Separations

Rori Valerio, Penka & Nursing Building Secretary, effective May 24, 2013

Retirement

Larry Johnston, Director of Physical Plant, effective April 11, 2013
Nikki Geier, Director of Admissions, effective June 28, 2013

Transfers/Promotions

Vacancies

Director of Workforce Development
Director of Small Business Development Center
IT Network Manager
IT Programmer Analyst
Nursing Instructor
Head Cross Country/Track & Field Coach
Animal Science Instructor
SSS Academic and Retention Advisor

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 04/23/13)**

INSTUCTOR	CLASS	AMOUNT
Calvin, Mark	American Government POLS-105-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/16/2013 - 5/23/2013 11-00-0000-11060-5260	\$1,500.00
Hoover, Kevin	Nursing Home Med. Aide HELR-1033-LK - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 3/25/2013 - 5/14/2013 12-00-0000-12203-5260	\$1,500.00
Hoover, Kevin	Nursing Home Med. Aide Lab HELR-103L-LK - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 3/25/2013 - 5/14/2013 12-00-0000-12203-5260	\$1,400.00
	ADDITIONAL \$400.00 FOR ON-SITE LAB	
Hoover, Kevin	Nursing Home Med. Aide Lab HELR-103L-LKA - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 3/25/2013 - 5/14/2013 12-00-0000-12203-5260	\$1,000.00
Kasselman, Lalani	Certified Nurse Aide HELR-1025-30 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 2/4/2013 - 3/4/2013 12-00-0000-12203-5260	\$1,000.00
Kasselman, Lalani	Certified Nurse Aide HELR-1025-31 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 3/4/2013 - 4/1/2013 12-00-0000-12203-5260	\$1,000.00

Neff, Martin	Advanced Electr Motor Controls INPR-232-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$700.00 = \$2100.00 2/11/2013 - 2/15/2013 12-00-0000-12271-5260	\$2,100.00
Ochs, Edward	Intermediate Rappelling CRIM-151-01 - 0.50 credit hour(s) 0.50 credit hour(s) X \$500.00 = \$250.00 4/6/2013 - 4/7/2013 12-00-0000-12240-5260	\$250.00
Penner, Jacqueline	Nursing Home Med. Aide HELR-1035-30 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 3/4/2013 - 4/29/2013 12-00-0000-12203-5260	\$1,400.00
ADD'L \$400.00 FOR REQUIRED ON-SITE VISIT		
Penner, Jacqueline	Certified Med Aide Update HELR-110-90 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 3/8/2013 - 3/10/2013 12-00-0000-12203-5260	\$500.00
Routon, Timothy	Applied Music: Instr I MUSC-102-16 – 4.02 FLC 4.02 FLC X \$550.00 = \$2211.00 1/16/2013 - 5/23/2013 11-00-0000-11033-5260	\$2,211.00
COMBINED WITH MUSC 102-90, 203-90 ,204-90, 2041-90		
Sosa, Elizabeth	Supervisor I BSAD-120C-03 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 3/4/2013 - 3/25/2013 12-00-0000-12011-5260	\$500.00
TOTAL FOR CREDIT CLASSES		\$14361.00

**GARDEN CITY COMMUNITY COLLEGE
 CONTRACTS FOR NON-CREDIT CLASSES
 (Presented to Board of Trustees for Approval 04/23/13)**

INSTRUCTOR	CLASS	AMOUNT
LUCILLE DOUGLASS	KS CARRY CONCEALED HANDGUN (CRMJ300-91) LEGAL 3 CONTACT HOUR(S) @ \$30.00/HOUR = \$90.00 04/06/13 14-00-8033-31000-5270	\$ 90.00
MIKE HOMM	KS CARRY CONCEALED HANDGUN (CRMJ300-91) LEAD INSTRUCTOR 10 CONTACT HOUR(S) @ \$30.00/HOUR = \$300.00 04/06/13 14-00-8033-31000-5270	\$ 300.00
JERRY LAPPIN	KS CARRY CONCEALED HANDGUN (CRMJ300-90) LEAD RANGE 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 03/09/13 14-00-8033-31000-5270	\$ 120.00
JERRY LAPPIN	KS CARRY CONCEALED HANDGUN (CRMJ300-91) RANGE ASSISTANT 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 04/06/13 14-00-8033-31000-5270	\$ 120.00
JERRY LAPPIN	KS CARRY CONCEALED HANDGUN (CRMJ300-92) LEAD RANGE 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 04/13/13 14-00-8033-31000-5270	\$ 120.00
TERRY LEE	ROPES – AREA MENTAL HEALTH (CONT304-03) 8 CONTACT HOUR(S) @ \$30.00/HOUR = \$240.00 04/05/13 14-00-8004-31000-5270	\$ 240.00
NICOLE MOORE	QUICKBOOKS FUND – EVE (COMP701-33) 7.5 CONTACT HOUR(S) @ \$30.00/HOUR = \$225.00 04/16, 18, 23/13 14-00-8004-31000-5270	\$ 225.00
ROBERT PREWITT	KS CARRY CONCEALED HANDGUN (CRMJ300-90) RANGE ASSISTANT 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 03/09/13 14-00-8033-31000-5270	\$ 120.00
ROBERT PREWITT	KS CARRY CONCEALED HANDGUN (CRMJ300-92) LEAD INSTRUCTOR 10 CONTACT HOUR(S) @ \$30.00/HOUR = \$300.00 04/13/13 14-00-8033-31000-5270	\$ 300.00
DAVID RUPP	KS CARRY CONCEALED HANDGUN (CRMJ300-90) RANGE ASSISTANT 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 03/09/13 14-00-8033-31000-5270	\$ 120.00
DAVID RUPP	NSC DEFENSIVE DRIVING COURSE (CRMJ501-16) INSTRUCTOR 8 CONTACT HOUR(S) @ \$30.00/HOUR = \$240.00 04/13/13 14-00-8033-31000-5270	\$ 240.00
MARCI SMITH	ROPES – AREA MENTAL HEALTH (CONT304-03) 8 CONTACT HOUR(S) @ \$30.00/HOUR = \$240.00 04/05/13 14-00-8004-31000-5270	\$ 240.00

JERRY SOLDNER	KS CARRY CONCEALED HANDGUN (CRMJ300-90) LEGAL 3 CONTACT HOUR(S) @ \$30.00/HOUR = \$90.00 03/09/13 14-00-8033-31000-5270	\$ 90.00
JERRY SOLDNER	KS CARRY CONCEALED HANDGUN (CRMJ300-92) LEGAL 3 CONTACT HOUR(S) @ \$30.00/HOUR = \$90.00 04/13/13 14-00-8033-31000-5270	\$ 90.00
ELIZABETH SOSA	LUNCHEON SEMINAR – THE UNIQUE SELLING PROPOSITION (PROF500-5) 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 03/20/13 14-00-8004-31000-5270	\$ 120.00
PATRICIA VEESART	PALMER MFG – SUPERVISOR 1 (CONT305-01) 3 CONTACT HOUR(S) @ \$30.00/HOUR = \$90.00 03/22/13 & 04/05/13 14-00-8004-31000-5270	\$ 90.00
PATRICIA VEESART	MOSAIC – FACEBOOK (CONT951-33) 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 04/16, 30/13 14-00-8006-31000-5270	\$ 120.00
DOUG WILLIAMS	KS CARRY CONCEALED HANDGUN (CRMJ300-90) LEAD INSTRUCTOR 10 CONTACT HOUR(S) @ \$30.00/HOUR = \$300.00 03/09/13 14-00-8033-31000-5270	\$ 300.00
DOUG WILLIAMS	KS CARRY CONCEALED HANDGUN (CRMJ300-91) LEAD RANGE 4 CONTACT HOUR(S) @ \$30.00/HOUR = \$120.00 04/06/13 14-00-8033-31000-5270	\$ 120.00
MARY WILSON	ABC'S OF ACCOUNTING (COMP908-10) 7.5 CONTACT HOUR(S) @ \$30.00/HOUR = \$225.00 04/02-04-09/13 14-00-8004-31000-5270	\$ 225.00
TOTAL		\$3,390.00

**GARDEN CITY COMMUNITY COLLEGE
SERVICE CONTRACTS FOR ADJUNCT FACULTY
(Presented to Board of Trustees for Approval 04/23/13)**

INSTRUCTOR	CLASS	AMOUNT
Fischer, Melanie (We Care Online, LLC)	Certified Nurse Aide (HELR-1025-30) 3.00 credit hours @ \$500.00/cr. hr 12-00-0000-12203-6605 2/4 – 3/4/13	\$ 1,500.00
Fischer, Melanie (We Care Online, LLC)	Certified Nurse Aide (HELR-1025-31) 3.00 credit hours @ \$500.00/cr. hr 12-00-0000-12203-6605 3/4 – 4/1/13	\$ 1,500.00
Fischer, Melanie (We Care Online, LLC)	Nursing Home Med. Aide (HELR-1035-30) 3.00 credit hours @ \$500.00/cr. hr 12-00-0000-12203-6605 3/4 – 4/29/13	\$ 1,500.00
Hernandez, Rachelle (Kansas Children's Service League)	Supp Children's Lrng Thru Play (ECHD-126-80) \$50 per student @ 1 student 11-00-0000-11060-6605 3/6 – 3/26/13	\$ 50.00
Hernandez, Rachelle (Kansas Children's Service League)	Undrstdg Children's Temperamnt (ECHD-127-80) \$50 per student @ 1 student 11-00-0000-11060-6605 3/6 – 3/26/13	\$ 50.00
Hernandez, Rachelle (Kansas Children's Service League)	Child Abuse & Neglect: RRR (ECHD-122-81) \$50 per student @ 1 student 11-00-0000-11060-6605 4/3 – 4/23/13	\$ 50.00
Hernandez, Rachelle (Kansas Children's Service League)	Childhood Obesity & Good Nutr (ECHD-123-81) \$50 per student @ 1 student 11-00-0000-11060-6605 4/3 – 4/23/13	\$ 50.00
TOTAL ADJUNCT SERVICE CONTRACTS		\$ 4,700.00

Agenda No: II-C

Date: April 23, 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

April 2013

Purchases over \$20,000 requiring bid sheet:

No checks to report

Payments over \$20,000 not requiring bid sheets

- Check #223076 to City of Garden City for \$37,750.21 for utilities.
- Check #223080 to Dick Construction for \$95,866.00 for partial payment for services rendered for the animal science classroom renovation. The Board previously approved this project.
- Check #223221 to Commerce Bank for \$34,007.69 for various purchase card charges.
- Check #223225 to EduKan for \$118,223.00 for Spring 2013 Session 1 tuition and fees.
- Check #223364 to Blue Cross and Blue Shield of Kansas for \$97,117.56 for April health insurance premiums.

Garden City Community College
Annual Budget Report Ending 03/31/2013
Options - All Statuses

REVENUES

Page: 1

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	7,150.00-	1,626,205.00-	1,200,000.00-	426,205.00	35.51-
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	0.00	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	5,600.00-	191,285.53-	65,000.00-	126,285.53	194.28-
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	867.00-	57,174.00-	50,000.00-	7,174.00	14.34-
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	414.00-	77,241.00-	50,000.00-	27,241.00	54.47-
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	2,322.00-	309,723.49-	200,000.00-	109,723.49	54.85-
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	207.00-	38,619.00-	20,000.00-	18,619.00	93.09-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	36.81-	4,170.95-	35,000.00	39,170.95	111.92
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	3,770.00-	204,295.00-	240,000.00-	35,705.00-	14.88
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	480.00-	1,040.00-	1,000.00-	40.00	3.99-
11-00-0000-00000-4102 PRIVATE GIFTS/GRAN	0.00	100.00-	100.00-	25,000.00-	24,900.00-	99.60
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	200.00-	5,850.00-	12,000.00-	6,150.00-	51.25
11-00-0000-00000-4512 VENDING MACHINES :	0.00	792.65-	5,465.28-	12,000.00-	6,534.72-	54.46
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	0.00	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 PROPRT	0.00	193,801.88-	5,995,313.16-	9,820,000.00-	3,824,686.84-	38.95
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	43,505.12-	540,443.02-	656,879.00-	116,435.98-	17.73
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	222.15-	4,947.76-	8,867.00-	3,919.24-	44.20
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	14,809.44-	97,297.90-	149,085.00-	51,787.10-	34.74
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	2,344.79	55,316.01-	122,038.00-	66,721.99-	54.67
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	1,300.18-	21,199.18-	21,993.00-	793.82-	3.61
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	6,416.09-	17,623.61-	55,000.00-	37,376.39-	67.96
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	1,383.33-	99,954.34-	110,000.00-	10,045.66-	9.13
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	3,345.15-	17,460.76-	35,000.00-	17,539.24-	50.11
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	910.00-	10,340.99-	15,000.00-	4,694.01-	31.29
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	285,288.01-	11,311,816.04-	14,075,262.00-	2,763,480.96-	19.63
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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	24,021.00-	379,436.72-	370,000.00-	9,436.72	2.54-
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	195.00-	6,695.00-	0.00	6,695.00	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	24,216.00-	1,364,308.72-	2,863,872.00-	1,499,563.28-	52.36

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	10,004.52-	309,320.01-	497,565.00-	188,244.99-	37.83
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	2,396.91-	30,410.96-	34,573.00-	4,162.04-	12.04
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	12.23-	278.63-	443.00-	164.37-	37.10
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	168.31-	4,744.28-	10,515.00-	5,770.72-	54.88
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	129.19	3,153.14-	6,423.00-	3,269.86-	50.91
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	73.11-	1,193.96-	1,158.00-	35.96	3.10-
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
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	12,525.89-	705,906.86-	489,104.00-	216,802.86	44.32-
=====						
Totals for BUDGET.OFFICER: Unassigned	35.00	322,029.90-	13,382,031.62-	17,428,238.00-	4,046,241.38-	23.22

Garden City Community College
Annual Budget Report Ending 03/31/2013
Options - All Statuses

EXPENSES

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	6,305.23	6,305.23	100.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	4,219.53	37,737.08	95,224.00	57,486.92	60.37
DEPARTMENT: 11020 - HUMANITIES	111.60	927.42	9,140.55	24,001.00	14,748.85	61.45
DEPARTMENT: 11021 - ENGLISH	79.70	27,953.20	235,814.24	378,231.00	142,337.06	37.63
DEPARTMENT: 11022 - SPEECH	0.00	6,116.03	44,098.90	74,908.00	30,809.10	41.13
DEPARTMENT: 11023 - PHILOSOPHY	0.00	538.25	2,153.00	5,383.00	3,230.00	60.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	293.03	2,345.17	2,792.00	446.83	16.00
DEPARTMENT: 11025 - JOURNALISM	0.00	5,237.46	42,942.34	64,473.00	21,530.66	33.39
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	1,936.70	7,164.00	5,227.30	72.97
DEPARTMENT: 11030 - ART	0.00	11,902.42	107,580.79	154,591.00	47,010.21	30.41
DEPARTMENT: 11031 - DRAMA	3,412.50	5,315.38	51,465.94	80,964.00	26,085.56	32.22
DEPARTMENT: 11032 - VOCAL MUSIC	329.21	7,560.27	62,866.54	96,788.00	33,592.25	34.71
DEPARTMENT: 11033 - INST MUSIC	326.48	12,020.55	95,342.74	157,766.00	62,096.78	39.36
DEPARTMENT: 11040 - SCIENCE	65.50	37,672.29	308,493.89	489,213.04	180,653.65	36.93
DEPARTMENT: 11050 - MATH	0.00	28,107.52	234,754.75	372,577.47	137,822.72	36.99
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	33,877.36	288,022.19	452,842.38	164,820.19	36.40
DEPARTMENT: 11070 - HEALTH & PHYSICAL	1,479.00	15,837.26	136,013.47	201,659.00	64,166.53	31.82
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	3,832.22	27,956.12	55,582.00	27,625.88	49.70
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	627.94	3,588.30	7,160.00	3,571.70	49.88
DEPARTMENT: 11081 - READING	0.00	5,027.61	42,497.64	57,330.00	14,832.36	25.87
DEPARTMENT: 11082 - ESL	0.00	5,428.65	45,622.36	70,174.00	24,551.64	34.99
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	3,215.39	24,943.99	30,648.00	5,704.01	18.61
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	711.35	2,192.97	5,000.00	2,807.03	56.14
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	19,717.67	7,133.16	151,066.10	353,000.00	182,216.23	51.62
DEPARTMENT: 12014 - FINNUP LAB	0.00	5,759.03	46,861.29	69,829.00	22,967.71	32.89
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	150.00-	1,000.00	1,150.00	115.00
DEPARTMENT: 12200 - ADN PROGRAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12202 - EMT	0.00	295.50	295.50	0.00	295.50-	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: 21100 - GRANT MANAGEMENT &	0.00	7,184.04	64,621.23	87,965.00	23,343.77	26.54
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	5,085.54	45,722.98	96,743.00	51,020.02	52.74
DEPARTMENT: 41000 - LIBRARY	2,431.62	15,559.91	131,815.84	181,869.00	47,621.54	26.18
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	208.18	6,782.00	53,288.78	82,909.00	29,412.04	35.48
DEPARTMENT: 42000 - DEAN OF LEARNING S	9.00	13,058.13	81,264.88	163,870.26	82,596.38	50.40
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	10,520.99	108,169.46	129,914.00	21,744.54	16.74
DEPARTMENT: 42002 - OUTREACH	0.00	1,407.02	47,142.63	81,479.00	34,336.37	42.14
DEPARTMENT: 42003 - FACULTY SENATE	3,986.78	2,947.50	19,832.31	25,166.62	1,347.53	5.35
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	3,997.84	38,237.42	123,505.00	85,267.58	69.04
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	2,940.64	26,681.24	0.00	26,681.24-	0.00
DEPARTMENT: 43000 - TRANSITION	0.00	3,357.22	30,168.10	40,598.00	10,429.90	25.69
DEPARTMENT: 50000 - DEAN OF STUDENT SE	203.28	15,314.62	138,402.51	192,664.00	54,058.21	28.06
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	109,637.10	149,199.00	39,561.90	26.52
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	4,630.56	35,583.44	40,615.00	5,031.56	12.39
DEPARTMENT: 50020 - FINANCIAL AID OFFI	181.90	31,570.04	201,621.02	323,683.00	121,880.08	37.65
DEPARTMENT: 50030 - ADMISSIONS	0.00	15,308.82	139,483.76	199,674.00	60,190.24	30.14

DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	10,847.90	102,314.86	142,423.00	40,108.14	28.16
DEPARTMENT: 50050 - STUDENT HEALTH SER	876.59	4,020.74	33,128.56	51,870.00	17,864.85	34.44
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	37.50	41,772.11	377,088.30	474,761.26	97,635.46	20.57
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	6,514.99	96,414.51	120,807.75	24,393.24	20.19
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	151.08	7,222.90	94,279.91	109,090.35	14,659.36	13.44
DEPARTMENT: 55003 - MEN'S TRACK	0.00	3,080.24	29,902.41	43,518.72	13,616.31	31.29
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	3,069.65	29,583.96	41,997.86	12,413.90	29.56
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	240.00	7,647.42	63,790.77	92,912.00	28,881.23	31.08
DEPARTMENT: 55006 - FOOTBALL	214.96	22,258.04	251,873.88	361,965.80	109,876.96	30.36
DEPARTMENT: 55007 - BASEBALL	0.00	13,461.86	94,086.36	106,147.00	12,060.64	11.36
DEPARTMENT: 55008 - VOLLEYBALL	0.00	3,360.76	49,711.17	60,160.26	10,449.09	17.37
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	4,898.93	46,301.06	56,148.95	9,847.89	17.54
DEPARTMENT: 55012 - CHEERLEADING	0.00	1,443.65	23,881.87	25,489.05	1,607.18	6.31
DEPARTMENT: 55013 - DANCE TEAM	0.00	1,443.65	11,255.33	19,961.00	8,705.67	43.61
DEPARTMENT: 55014 - RODEO TEAM	3,725.90	7,563.30	92,839.66	123,135.00	26,569.44	21.58
DEPARTMENT: 55015 - MEN'S GOLF	250.00	6,504.26	35,218.32	40,434.00	4,965.68	12.28
DEPARTMENT: 55018 - INTRAMURALS & STUD	0.00	258.36	258.36	0.00	258.36-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	8,306.25	101,088.06	125,578.00	24,489.94	19.50
DEPARTMENT: 55020 - ---	0.00	0.00	3,000.00	0.00	3,000.00-	0.00
DEPARTMENT: 61000 - PRESIDENT	973.36	27,992.00	246,726.58	411,228.00	163,528.06	39.77
DEPARTMENT: 61001 - BOARD OF TRUSTEES	344.35	2,697.04	22,044.59	24,840.00	2,451.06	9.87
DEPARTMENT: 61005 - ATTORNEY	0.00	3,300.00	16,269.15	20,250.00	3,980.85	19.66
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	3,534.34	44,057.59	500,877.31	1,227,234.00	722,822.35	58.90
DEPARTMENT: 62010 - HUMAN RESOURCES	1,274.02	10,151.01	100,651.15	136,239.00	34,313.83	25.19
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	3,912.69	40,030.27	62,906.00	22,875.73	36.36
DEPARTMENT: 62050 - ONE-TIME PURCHASES	125,229.36	2,146.44	354,399.84	595,000.00	115,370.80	19.39
DEPARTMENT: 63000 - INFORMATION SERVIC	4,849.19	591.21	106,803.27	151,003.74	39,351.28	26.06
DEPARTMENT: 64000 - INFORMATION TECHNO	24,327.27	37,078.09	481,014.29	738,097.00	232,755.44	31.53
DEPARTMENT: 65000 - CENTRAL SERVICES	5,063.58	13,048.88	125,247.53	139,142.00	8,830.89	6.35
DEPARTMENT: 66000 - MARKETING	3,055.00	8,640.73	79,270.84	110,446.26	28,120.42	25.46
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	0.00	9,453.21	99,835.26	167,946.00	68,110.74	40.56
DEPARTMENT: 71000 - BUILDINGS	32,132.81	19,801.09	238,347.52	369,976.00	99,495.67	26.89
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 72000 - CUSTODIAL SERVICES	4,283.06	32,252.54	291,356.57	440,437.00	144,797.37	32.88
DEPARTMENT: 73000 - GROUNDS	2,543.21	14,051.61	130,099.36	180,627.00	47,984.43	26.57
DEPARTMENT: 73001 - ATHLETIC FIELDS	50.00	1,209.92	44,663.11	35,345.00	9,368.11-	26.49-
DEPARTMENT: 74000 - VEHICLES	15,585.82	22,106.49	183,497.27	358,276.00	159,192.91	44.43
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	11,887.91	104,493.96	151,040.00	46,546.04	30.82
DEPARTMENT: 76000 - INSURANCE	0.00	6,486.07	305,064.70	320,954.00	15,889.30	4.95
DEPARTMENT: 77000 - UTILITIES	2,820.15	48,226.19	399,985.97	705,300.00	302,493.88	42.89
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	71.14	25,579.09-	62,000.00	87,579.09	141.26
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	150.00	3,045.00	9,020.00	5,975.00	66.24
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	850.00	22,600.00	33,087.00	10,487.00	31.70
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	6,314.00	3,000.00	3,314.00-	110.46-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	400.00	156,690.00	156,575.00	115.00-	0.06-
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	61,200.00	49,938.00	11,262.00-	22.54-
DEPARTMENT: 94000 - STUDENT CENTER	1,647.95	3,341.95	39,638.75	44,267.00	2,980.30	6.73
DEPARTMENT: 98001 - CHILD CARE	0.00	3,684.00	36,840.00	30,000.00	6,840.00-	22.79-

FUND: 11 - GENERAL

265,751.92

862,537.35

8,978,457.35

14,009,762.00

4,765,552.73

34.02

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	26,770.85	50,074.00	23,303.15	46.54
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	6,417.36	51,936.97	82,496.00	30,559.03	37.04
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	4,949.57	52,245.66	81,821.00	29,575.34	36.15
DEPARTMENT: 12200 - ADN PROGRAM	67.68	13,368.86	161,023.80	409,424.25	248,332.77	60.65
DEPARTMENT: 12201 - LPN PROGRAM	67.66	14,474.41	148,244.53	209,386.00	61,073.81	29.17
DEPARTMENT: 12202 - EMT	1,179.79	13,706.81	112,704.66	196,882.75	82,998.30	42.16
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	11,808.10	136,785.90	248,150.00	111,364.10	44.88
DEPARTMENT: 12210 - AGRICULTURE	0.00	3,738.88	33,319.37	61,190.00	27,870.63	45.55
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	8,541.90	88,682.11	133,560.00	44,877.89	33.60
DEPARTMENT: 12220 - JOHN DEERE AG TECH	210.62	14,795.09	142,459.23	191,654.00	48,984.15	25.56
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	834.03	834.03	0.00	0.00
DEPARTMENT: 12230 - AUTO MECHANICS	395.81	5,852.70	48,676.62	64,215.96	15,143.53	23.58
DEPARTMENT: 12240 - CRIMINAL JUSTICE	11,399.39	13,539.25	117,325.49	185,423.00	56,698.12	30.58
DEPARTMENT: 12241 - FIRE SCIENCE	10.50	5,668.45	48,213.53	116,018.00	67,793.97	58.43
DEPARTMENT: 12250 - COSMETOLOGY	0.00	9,556.79	82,324.69	136,203.00	53,878.31	39.56
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	225.00	2,976.00	2,751.00	92.44
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	3,577.39	22,191.03	236,281.54	369,269.00	129,410.07	35.04
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	290.79	13,549.34	19,165.00	5,615.66	29.30
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	1,706.92	11,136.28	94,448.81	93,318.00	2,837.73-	3.03-
DEPARTMENT: 12273 - WELDING	2,950.00	13,100.73	117,998.28	167,141.00	46,192.72	27.64
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	9,115.53	90,827.70	64,285.04	26,542.66-	41.28-
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	21,565.76	185,935.32	1,804,878.11	2,929,372.00	1,102,928.13	37.65

Fiscal Year: 2013

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	6,233.40	9,576.99	53,596.78	160,460.00	100,629.82	62.71
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	464.70	3,566.00	3,101.30	86.97
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	490.00	12.86	1,691.19	3,245.15	1,063.96	32.79
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	3,603.00	4,000.00	397.00	9.93
DEPARTMENT: 55012 - CHEERLEADING	2,325.92	401.95	8,358.19	12,000.00	1,315.89	10.97
DEPARTMENT: 55008 - VOLLEYBALL	0.00	78.24	832.25	2,500.00	1,667.75	66.71
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	2,696.00	0.00	5,217.30-	5,500.00	8,021.30	145.84
DEPARTMENT: 31000 - COMMUNITY SERVICE	877.84	3,280.43	17,172.53	32,450.00	14,399.63	44.37
DEPARTMENT: 55007 - BASEBALL	0.00	407.00	22,976.74	25,000.00	2,023.26	8.09
DEPARTMENT: 31000 - COMMUNITY SERVICE	712.76	0.00	0.00	5,750.00	5,037.24	87.60
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	0.00	616.30	4,128.22	6,705.52	2,577.30	38.44
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	13,335.92	14,373.77	116,387.33	302,086.06	172,362.81	57.06

Fiscal Year: 2013

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	698.30	482.35	3,169.96	9,000.00	5,131.74	57.02
DEPARTMENT: 94000 - STUDENT CENTER	2,405.88	55.00	40,273.22	180,000.00	137,320.90	76.29
DEPARTMENT: 95000 - STUDENT HOUSING	6,242.13	41,763.53	759,867.40	1,417,200.00	651,090.47	45.94
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	174.35-	5,000.00	5,174.35	103.49
DEPARTMENT: 98000 - COSMETOLOGY	2,441.44	990.17	75,675.90	138,955.00	60,837.66	43.78
DEPARTMENT: 98001 - CHILD CARE	0.00	0.00	39.95	0.00	39.95-	0.00
DEPARTMENT: 97000 - BOOKSTORE	19,144.66	7,879.20	268,475.02	563,095.00	275,475.32	48.92
DEPARTMENT: 91000 - ARENA	5,139.52	1,009.00	1,009.00	15,000.00	8,851.48	59.01
FUND: 16 - AUXILIARY ENTITIES	36,071.93	52,179.25	1,148,336.10	2,328,250.00	1,143,841.97	49.13

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	0.00	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	8.50	1,067.09	37,817.50	5,694.00	32,132.00-	564.30-
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	210.00	4,945.00	10,000.00	5,055.00	50.55
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,078.76	5,887.33	0.00	5,887.33-	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	7,169.17	26,979.77	0.00	26,979.77-	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	879.95	3,916.33	209,793.07	230,772.67	20,099.65	8.71
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	8,084.77	642,934.59	1,097,508.46	379,100.04	34.54
DEPARTMENT: 71000 - BUILDINGS	320,772.20	95,136.00	219,668.15	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	1,227.15	224.98	21,852.64	43,245.32	20,165.53	46.63
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	3,863.76	35,535.08	77,240.77	41,705.69	53.99
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	7,290.60	21,871.56	72,000.00	50,128.44	69.62
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	28,935.00-	28,935.00-	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,014.75	15,834.11	129,141.69	304,217.00	174,060.56	57.22
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	11,907.00-	11,907.00-	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	44.85	15,702.13	107,132.74	250,041.00	142,863.41	57.14
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,525.92	20,210.47	0.00	20,210.47-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	5,818.09	52,315.93	55,374.00	3,058.07	5.52
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	5,555.56	5,555.56	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	516.43	13,397.19	153,269.80	211,583.00	57,796.77	27.32
DEPARTMENT: 11040 - SCIENCE	0.00	3,812.79	22,150.14	37,315.00	15,164.86	40.64

DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,051.45	14,367.04	51,150.00	36,782.96	71.91
DEPARTMENT: 42005 - DEAN OF TECHNICAL	11,046.45	9,334.07	87,277.20	117,927.00	19,603.35	16.62
DEPARTMENT: 42000 - DEAN OF LEARNING S	616.28	13,816.75	116,166.64	176,330.00	59,547.08	33.77
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	7,028.53	58,633.74	105,393.00	46,759.26	44.37
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	800.00	7,264.21	10,000.00	2,735.79	27.36
DEPARTMENT: 14010 - AO-K	0.00	5,386.76	19,562.19	55,555.56	35,993.37	64.79
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

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FUND: 22 - RESTRICTED GRANTS	411,600.39	222,549.25	2,434,973.10	3,697,221.94	850,648.45	23.01
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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	135.00	272.85	3,352.45	7,970.00	4,482.55	56.24
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

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FUND: 23 - OTHER RESTRICTED FUNDS	776.94	272.85	12,963.08	17,569.78	3,829.76	21.80
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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	76.35	688.23	950.00	261.77	27.55
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	922.27	3,015.78	4,500.00	1,484.22	32.98
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	1,370.71	6,633.45	20,429.58	13,796.13	67.53
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	9,385.81	165,786.32	299,570.32	133,784.00	44.66
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	2,186.56	3,632.79	6,000.00	2,367.21	39.45
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	3,580.95	28,645.71	47,282.72	18,637.01	39.42
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	418.30	1,466.46	2,488.56	1,022.10	41.07
DEPARTMENT: 13301 - ADULT ED - INSTRUC	350.00	15,180.64	96,476.29	196,950.00	100,123.71	50.84
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	32,500.00-	32,500.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	399.00	21,540.61	135,561.00	232,500.00	96,540.00	41.52

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FUND: 24 - ADULT EDUCATION	749.00	54,662.20	441,444.07	778,171.18	335,978.11	43.18
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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
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	47,114.67	44,782.57	177,701.27	319,210.01	94,394.07	29.57
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,473.81	15,937.46	0.00	15,937.46	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	4,156.87	715.00	11,010.56	41,000.00	25,832.57	63.01
DEPARTMENT: 99002 - STUDENT MAGAZINE	1,656.13	1,340.00	3,810.10	30,000.00	24,533.77	81.78
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	185.00	7,733.88	19,498.61	11,764.73	60.34
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	1,904.66	1,904.66	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	683.27	1,550.00	866.73	55.92
FUND: 71 - ACTIVITY/ORGANIZATION FD	52,927.67	48,496.38	216,876.54	413,163.28	143,359.07	34.70

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	0.00	20,800.00	0.00	20,800.00	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	9,150.00	0.00	9,150.00	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	7,450.00	0.00	7,450.00	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	8,800.00	0.00	8,800.00	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	6,100.00	0.00	6,100.00	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	75,850.00	0.00	75,850.00	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	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	0.00	18,900.00	0.00	18,900.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	8,500.00	0.00	8,500.00	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	2,050.00	0.00	2,050.00	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	16,500.00	0.00	16,500.00	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	23,750.00	0.00	23,750.00	0.00
DEPARTMENT: 55020 - ---	0.00	0.00	6,100.00	0.00	6,100.00	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	9,950.00	0.00	9,950.00	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	15,150.00	0.00	15,150.00	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	5,800.00	0.00	5,800.00	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	19,375.00	0.00	19,375.00	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	4,780.00	11,300.00	0.00	11,300.00	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	10,850.00	0.00	10,850.00	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	750.00	18,455.00	0.00	18,455.00	0.00
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	5,530.00	309,830.00	0.00	309,830.00	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	122,028.70	364,055.05	505,000.00	140,944.95	27.91
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	122,028.70	364,055.05	505,000.00	140,944.95	27.91

Garden City Community College
3/30/2013

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 214,446.61	0.0000%
State Municipal Invest. Pool	\$ 163,986.83	0.0230%
FNB of Garden City - Money Market	\$ 12,355.49	0.2800%
Commerce Bank - Money Market	\$ 465,809.16	0.0800%
Landmark National Bank	\$ 1,679,305.52	0.1500%
	<u>\$ 2,535,903.61</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
Commerce Bank	CD	\$ 1,000,000.00	0.3700%	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
First National Bank of Garden City	CD	\$ 1,000,000.00	0.4000%	3/5/2013	3/5/2014
First National Bank of Garden City	CD	\$ 1,000,000.00	0.2500%	3/27/2013	3/27/2014
		<u>\$ 9,500,186.32</u>			
 Total		<u><u>\$ 12,036,089.93</u></u>			

ICS is an Insured cash sweep account. It works similar to a money market account.

Topic: Land Improvement for Soccer/Track/Intramural/Football

Presenter: Dr. Herbert J. Swender

Background Information:

GCCC is fortunate to have an existing dedicated space that at one time served as a collegiate track and field venue. As a matter of fact, GCCC served as host to a regional and even a national NJCAA track event. In 2007, the GCCC track and field program was discontinued in large part due to the deterioration of the track. An institutional goal of this administration is to grow GCCC student headcount and credit hour enrollment via academic and athletic programs. In order to accomplish this goal, it is imperative to provide direct access to contemporary campus-wide facilities. Plans are to reinstitute the track and field program in 2014. A fully filled track roster can conceivably include 30 men and 30 women student athletes. Additionally, the newly renovated space will serve as the home for the GCCC women’s soccer program and the GCCC football program. Ancillary to this will be the opportunity for enhanced student intramural activities (flag football, soccer) and provide for community access for wellness activities (walking).

The concept of centralizing spectator sporting events on campus will also provide easy access for students to attend practices and games without the need for supplemental transportation. Programs including cheerleading, football, dance, band, soccer and intramurals will be within walking distance to campus because of this newly renovated land improvement.

Memorial Stadium has served the college and community well. However, as GCCC expands its program offerings and grows enrollment, on-campus facilities will substantially help with the logistics of transportation and other needed services. Moreover, the ability for coaches to recruit to “on-campus” facilities will also provide a substantial edge compared to other colleges.

GCCC released an RFP authored by the college’s architect for land improvement and project financing. The RFP included a base bid plus unit prices for items such as concrete and fencing. Proposals were received from three vendors and reviewed by GCCC’s Director of Physical Plant, Director of Athletics, Executive Vice-President and Supervisor of Grounds all under the direction of the college’s architect. Bids were received as follows. Vendors and base bids were as follows:

Hellas Sports Construction	\$2,291,640
McAnany Construction	\$2,375,000
Mid-America Golf & Landscape	\$2,609,440

The administrative recommendation is to award the contract to Hellas Sports Construction which satisfied the bid specifications and had the best price. Base bid and unit price items should not exceed \$2,600,000. Financing will be a 10 year note through Crews & Associates at 2.69% interest and a semi-annual payment not to exceed \$149,135.06 less any contributions or donations.

Weather permitting, the enhancement should be completed by August 16, 2013, in time for the fall activities.

Budget Information:

\$149,135.06 semi annually for 10 years, from general fund (less private contributions/donations received)

Recommended Board Action:

Authorize the administration to enter into an agreement with Hellas Construction to negotiate a price not to exceed \$2,600,000 for the land improvement project.

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

Board Member Notes:



GARDEN CITY COMMUNITY COLLEGE



Agenda No: II-D-2

Date: April 23, 2014

Topic: Purchase of Modular ADA Compliant Stage

Presenter: Dr. Herbert J. Swender

Background Information:

The current stage used for commencement is not ADA compliant or easily assembled. It requires several staff an entire day to assemble for graduation.

A Request for Proposals (RFP) was issued and four proposals were received. A review of proposals was conducted with consideration to specifications, durability, warranty, cost and ease of assembly. It was determined that the proposal from Wenger Corporation will best meet the needs of the college and provide ADA compliance. Most importantly, the proposed stage will be easily stored and can be used for multiple campus activities and events.

Budget Information:

\$31,633 from unrestricted income funds

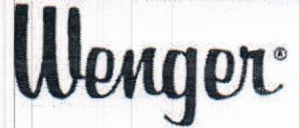
Recommended Board Action:

Approval of the purchase of modular stage at a cost of \$31,633

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

Board Member Notes:

Customer Quotation



Quote: 869641

Date: 4/05/2013
Effective: For 30 days only

Prepared For: Attention Dee Wigner, Exec VP
Garden City Community College
801 N Campus Dr
Garden City, KS 67846-6333

Delivery Within:
Tax:
Terms: PENDING CREDIT APPROVAL
F.O.B. Point:

Regarding: Portable Staging Equipment Bid

Page: 3

Item	Description	Quantity	Unit Price	Price
	Option #2 with 4 x 8 Decking Panels/ Carpet			
280A200.166	StageTek Platforms w Fixed 24" legs STAGETK DECK,4X8,CL,CPT	16	517.00	8,272.00
280A101.111	Aluminum extrusion center support included LEG,STGTK,FIX,24"ELEV,4PK	16	26.00	416.00
	Because of 4 leg design, unit to unit height matching issues are virtually non-existent. Adjustable legs would require adjusting each leg			

011D700.108	Drapery for Fronts and Sides V,DRAPE,8FTX24",BLACK WYN	4	56.00	224.00
011D700.110	V,DRAPE,4FTX24",BLACK WYN	4	28.00	112.00

113H651	ADA Compliant Ramps -Ramp sketch attached RAMP,VERSALITE,24"ELEV,LH	1	6,855.00	6,855.00
113H656	RAMP,VERSALITE,24"ELEV,RH	1	6,855.00	6,855.00

S229990	Drapery for 2 Ramps on sides, tapered DISABILITY RAMP-CUST COMPONENT	1	862.00	862.00
	To consist of custom drapery for both ramps 4 4' sections 4 - 8", 4 8' sections 8 - 16", 4 8' sections at 16"- 24", and 4 5' sections at 24" height for landings			

281A404.103	Guardrails for backs and sides GUARDRAIL,8',STANDARD	4	133.00	532.00
281A404.101	GUARDRAIL,4',STANDARD	4	105.00	420.00

281A100	Stairways to 24" height STAIRWAY,2 STEP,16/24" W/RAIL	2	237.00	474.00

177A315	Backdrop Frames and Drapery BACKDROP FRAME, 8'W X 8'H	4	129.00	516.00
C22DRAPE.BDRP.E	BKDRP DRAPE ENCORE 8'H X 30" W	13	58.00	754.00

	Storage Carts			

Submitted By: Judy Grannes
Sales Representative

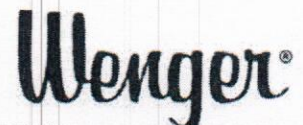
Phone: 800-733-0393 Ext 186 Fax: 507-455-4258
Email: judy.grannes@wengercorp.com

WENGER CORPORATION
555 Park Drive, PO Box 448
Owatonna, MN 55060-0448
Phone 800.4WENGER (493-6437)
Fax 507.455.4258
Parts & Service 800.837.7145

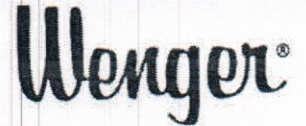
WENGER CORPORATION
CANADA OFFICE
Phone 800.268.0148

WORLDWIDE
Phone 1.507.455.4100
Fax 1.507.774.8576

WEB SITE
www.wengercorp.com



Customer Quotation



Quote: 869641

Date: 4/05/2013
Effective: For 30 days only

Prepared For: Attention Dee Wigner, Exec VP
Garden City Community College
801 N Campus Dr
Garden City, KS 67846-6333

Delivery Within:
Tax:
Terms: PENDING CREDIT APPROVAL
F.O.B. Point:

Regarding: Portable Staging Equipment Bid

Page: 4

Item	Description	Quantity	Unit Price	Price
113J001	UNIVERSAL DECK & RAIL CART Carts to accommodate Platforms, Ramps and Guardrails	5	336.00	1,680.00
	Total Product Charge			27,972.00
	Installation			2,016.00
	Freight/Handling Charge			1,645.00
	Total Charge			31,633.00

Terms Net 30

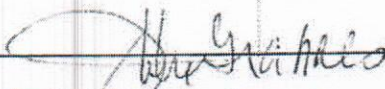
Pricing effective 60 days after Bid Opening

Pricing includes one trip to one location

Lead time 60 days after receipt of order

Guaranteed delivery date included in pricing

Pricing includes Wenger Freight & Supervised
Install - Customer to provide 3 people 1 1/2
days to provide tools, unload truck, assemble
and cleanup


Submitted By: Judy Grannes
Sales Representative

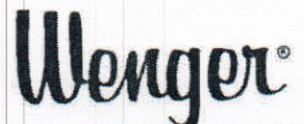
Phone: 800-733-0393 Ext 186 Fax: 507-455-4258
Email: judy.grannes@wengercorp.com

WENGER CORPORATION
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Phone 800.268.0148

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Phone 1.507.455.4100
Fax 1.507.774.8576

WEB SITE
www.wengercorp.com



Topic: Culinary Management Program Approval

Presenter: Dr. Herbert J. Swender

Background Information:

The college’s administration has pursued expanding its curricula offering with contemporary instructional programs to fit the identified demand of the college’s service delivery area.

The addition of a GCCC Culinary Management Program will be critical to the region and will prepare students in Southwest Kansas and will provide opportunities for student to matriculate into a baccalaureate program should they so desire. This new program will prepare students to manage a restaurant kitchen and/or catering operation. The curriculum will provide hands-on experience in planning, supervising, and managing food and beverage preparation; menu preparation; culinary, health and safety; cost control; purchasing; problem solving; personnel management; event planning; and applicable laws and regulations.

The Kansas Board of Regents and the Higher Learning Commission (NCA) require all new instructional programs to be formally approved by the college’s governing board.

Budget Information:

General funds as budgeted

Recommended Board Action:

Approve the Culinary Management Program as presented

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

Board Member Notes:

APRIL 2013 MONITORING REPORT

EXECUTIVE LIMITATIONS

QUARTERLY

General Executive Constraints #9

Page 7

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

CEO's Interpretation: It is the administrative intent to determine if a Board member or cabinet level administrator has a personal or professional interest in a contract or purchase being considered.

Data directly addressing the CEO's interpretation: It will be the responsibility of the board member or cabinet level administrator to notify the appropriate administrator of any association or potential conflicts of interest. When purchases of \$20,000 or more are presented to the board for approval, the board member with direct or personal interest may choose to recuse themselves from the action. There were no contracts or purchases this quarter in which a conflict of interest existed.

EXECUTIVE LIMITATIONS

QUARTERLY

General Executive Constraints #10

Page 7

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

CEO's Interpretation: Preference shall always be given to the best bid. However, a local business (defined as a Finney County property tax payer) may be considered with a 10% margin of purchases of \$10,000 or more.

Data directly addressing the CEO's interpretation: Purchases made during the previous three months were reviewed. Of the three purchases that required bid sheets, no local vendor was available for these items.

EXECUTIVE LIMITATIONS

QUARTERLY

Asset Protection #5

Page 12

The President shall not make any purchase (a) of over \$10,000 without competitive bids and due consideration regarding cost, quality, and service; and (b) of over \$20,000.

CEO's Interpretation: Unless purchases are made under contract or through exclusive providers such as City of Garden City, bid sheets are required on all purchases over \$10,000.

Data directly addressing the CEO's interpretation: Purchase orders for purchases over \$10,000 are not processed until proper documentation, including bid sheets are submitted to the Accounts Payable Coordinator. Purchases over \$20,000 not covered under contract or exclusivity require Board approval. Each month the Board receives a report indicating checks written for \$20,000 or more.

Incidental Information

April 2013

Cathy McKinley, Executive Director of Marketing & Public Relations

Joshua Welch, a student at Garden City Community College, has been named a 2013 Coca-Cola Community College Academic Team Gold Scholar. The Coca-Cola Scholars Foundation sponsors the Coca-Cola Community College Academic Team program by recognizing 50 Gold, 50 Silver and 50 Bronze Scholars, and providing nearly \$200,000 in scholarships annually. Each Gold Scholar receives a \$1,500 scholarship and a special medallion.

Staff and faculty members volunteered to help recruit students and meet the public in GCCC's booth March 23-24 at Garden City's 38th Annual Better Home and Better Living Show in the Finney County Exhibition Building. **2013 Home Show Booth volunteers** were Jeremy Gigot, Kurt Peterson, Chip Marcy, Jill Lucas, Linda Miller, Merri Conley, Ryan Ruda, and Tegan Matthews. **2013 Home Show Booth Set-up /Tear-down helpers** were Tim Routon and Jose Santana.

GCCC's new ServSafe and Food Science training mobile classroom was dedicated during a ceremony on campus Thursday, March 28. Kansas Secretary of Agriculture Dale Rodman was keynote speaker. About 150 community and campus spectators gathered for the dedication.

Laura York Guy, Garden City Community College media instructor and media adviser, served on a panel of journalism educators and business leaders about integration of media during a symposium March 26 at Fort Hays State University. York Guy also is a member of the Board of Directors of the National Scholastic Press Association and first vice president of Kansas Collegiate Media.

Mercer Gallery has been hosting "What Remains: Photographer Valerie Smith and Friends Document the Current State of the Windsor Hotel," which documents the lyrical and quietly touching remains of the Windsor Hotel. For more than 130 years the Windsor Hotel has been an integral part of southwest Kansas' social and architectural heritage. Native Garden City artists Smith, Brian Nelson, and Tabatha Berning have documented the state of the Windsor Hotel through photography and mixed media. The show runs through April 27.

"Wild, Wild West," the GCCC Endowment Association Scholarship Auction, took place April 5 at the Finney County Exhibition Building with more than 1,000 people attending. The auction included approximately 100 items on the live auction block and 300 silent auction items. Scott Auction of Garden City conducted the live segment of the sale. The 35th annual event grossed more than \$173,000 and included a donation drawing for a 2013 Cadillac ATS.

On April 12 about 150 full-time Garden City Community College employees traveled to Dodge City Community College for an all-employee meeting and in-service. The day was spent with GCCC faculty and staff conferring with their counterparts at DCCC. GCCC employees also toured the Dodge City campus and both sets of employees shared lunch in the DCCC cafeteria. The visit gave faculty and staff from both colleges the opportunity to discuss current trends in their specific areas, best practices, common challenges and plans for the future.

The GCCC Admissions Department launched its annual series of Fall Enrollment Days offering advance registration, placement testing and orientation to high school seniors and others planning to start classes in the 2013 fall term. The Student Services division, along with a dozen faculty members, conducted the first-ever on site Early Enrollment Day at Garden City High School on April 19. Early enrollment activities include individual enrollment, with faculty advisors assisting each student, as well as prize drawings for scholarships of \$250. Upcoming sessions are May 2, May 6, June 3 and July 15. In

addition, walk-in enrollment opens to the public on April 29 with hours of 8 a.m.-6 p.m. Monday through Thursday and 8 a.m.-4:30 p.m. Fridays.

The GCCC Drama Department is presenting the classic Shakespearean romantic comedy “Twelfth Night” at 7:30 p.m. April 25, 26 and 27, plus 2:30 p.m. April 28, in the auditorium of the Pauline Joyce Fine Arts Building. The show features a cast of students and community residents, led by Phil Hoke, GCCC drama director.

The athletic department Hall of Fame induction ceremony is April 27. The new members of the Hall of Fame will be Shelley Meier, Frank Murphy, Jason Roach and Todd Tichenor. Each new member will be on hand for the induction dinner and ceremony at the main gym in the Dennis Perryman Athletic Complex at GCCC. The induction ceremony and banquet are set for 6:30 p.m. The public is welcome and tickets are \$25 per person. After the induction, there will be a meet-and-greet with cash bar at Samy’s Spirits and Steakhouse, 1911 E. Kansas Ave.

The Sixth Annual Ride for the Future is coming up April 27, offering networking opportunities with southwest Kansas law enforcement, emergency medical services and fire department personnel, sponsored as a scholarship fund-raising event by the GCCC Public Safety Department. The ride is scheduled to begin and end at the Bible Christian Church in Garden City, with route stops at Dodge City, Meade and Sublette. Registration will be at 9-10:30 a.m., with the first riders heading out at 10:30 and the last riders returning at 3:30 p.m. for a concluding program and prize drawing. Sponsors of Ride for the Future to date include Ward’s Chemcare, GLAZER’s, JR Audio, The Watering Hole, Burtis Motor Co., Service Guard - A Division of Black Hills Energy, Petersen Printing, Ehresman Packing Co./Planks BBQ, Garden City Power Sports, J.F. Beaver International, Safemark Inc., Thai Arawan, Dodge City Harley-Davidson, Bible Christian Church, Family Crisis Services, Dairy Queen of Dodge City, Gunsmoke Law Dogs, Magouirk Chevrolet, Inc., EagleMed, Finney County Convention & Visitors Bureau, Lonewolf, LLC, Finney County Sheriff’s Office, Ward’s Garden Center, Hanna’s Corner, Garden True Value and Pioneer Communications.

Ryan Ruda, Vice President of Student Services

The Intramural Basketball League successfully completed its 6-week run on Sunday April 7th. We had 12 teams compete this year, up from 9 last year.

Intramural Dodgeball League will begin on April 18th and run for 4 weeks.

Three SGA students (and 4 RA’s) will be attending the Peer Mentor Institute April 12th-13th at Fort Hays State University.

National Student Employee Appreciation Week: April 7–13, 2013

The National Student Employment Association (NSEA) designates one week each year for universities and colleges across the country to recognize the substantial contributions of students who work on campus. Here at GCCC, approximately 110 students are employed by the college. They all play a key role in our educational and operational excellence. Student employees perform invaluable services with enthusiasm, dedication, and initiative. At the same time, they develop important skills and experience. During this special week, supervisors at GCCC will be acknowledging the contributions made by our student employees, which will encourage and motivate them to do their best for the college. Here are just a few ways we will be celebrating: recognition and round of applause in staff meetings, hand written thank you notes, provide snacks or a “finals survival kit”, decorate office with appreciation specifically to student workers, tweet/post/tag student employees via social media, and each student employee will receive a very special t-shirt that only GCCC student employees will ever have!

Football

Following is a summary of where football ended up with postseason honors and signing.

1. Nick Marshall QB-2nd team All American, Jayhawk Conference Offensive Player of the Year, signed with Auburn
2. Rod Coleman-3rd leading receiver in nation, 1st team All-Conference, signed with K.U.,
3. Tyreek Hill-1st Team All-American, has already set nation's fastest 100 meter time (all divisions whether it be D1 or D2, etc.),
4. Adam Weber-FB 2nd team all-conference-at Kansas State as preferred walk-on,
5. Riley Spresser-P All Conference-at Kansas State as preferred Kansas State,
6. DJ Williams-LT 1st team all-conference, signed with SE Louisiana
7. Every player that was eligible to leave at mid-semester signed with at least some level of 4 year football program and are already there.

Enrollment for summer and fall is underway. The first early enrollment days will be at GCHS on April 19th and April 20th on campus. Two additional early enrollment dates have been added to accommodate Finney County students which will be specific to GCHS and Holcomb High graduates.

Tamara Jones has been voted as a NJCAA All-American. Additionally, several women's basketball players will be signing this week for continuing their careers. Deni Jacobs will be signing to play at Metro State and Mikell Chinn will sign at Kent State University.

Dr. Bruce Exstrom, Vice President of Instructional Services:

GCCC has submitted our application to the Kansas Board of Regents to establish the Culinary Management program. We are hopeful for approval and launching of the new program during the 2013-14 academic year.

Our faculty enjoyed the time to visit one-on-one with our colleagues at Dodge City Community College to explore and share ideas on good teaching and learning. We had a chance to share our results on the blended courses and 4-day schedule and were also able to ask them how their I-Pad initiative is working.

I attended the Higher Learning Commission annual conference in Chicago with Deanna Mann April 5-9. Garden City Community College will be under a new accreditation process called Open Pathways. It will be a combination of a 10-year self-study along with a college-wide initiative project. We will have a visit from the Higher Learning Commission during the 2016-17 school year. Meanwhile this upcoming fall, faculty and staff will determine the new project that will enhance student learning and student retention.

Laura Guy, GCCC Student Media Director and Humanities Instructor, served on a panel of experts at a media symposium hosted by Fort Hays State University on March 26. As one of five experts on hand to address industry trends, she shared her ideas and experience over the integration of media. Guy is also a member of the Board of Directors of the National Scholastic Press Association and first vice president of Kansas Collegiate Media. FHSU President Hammond invited Guy and other panelists for the symposium that was intended to give a new direction for campus media in light of the suspension of the student newspaper, *The University Leader*, following its January 31 issue; an online version of the newspaper continues.

The Echo 360 project has launched. So far, several science and nursing have captured lectures for potential student reviews at later times to include in classroom materials. The Technology Committee is monitoring our pilot project of faculty utilizing mobile technology (laptops) – in the classroom, faculty

offices and off-campus. A final report is expected by the end of the spring semester to provide direction for future mobile technology projects for faculty, staff and students.

An advisory committee has been created and has met on several occasions with Dr. Lenora Cook so that curriculum can be designed to respond to the needs of the community and the region.

I recently met with Dr. Housseni from the Fort Hays engineering department to explore articulation agreements for pre-engineering students. FHSU curriculum is heavily focused on information technology and information engineering. GCCC faculty have begun reviewing how our curriculum lines up with FHSU for future articulation agreements.

Erinn Reyes compiled and submitted a report over our 2011-12 Concurrent Enrollment Partnership (CEP) program to the Kansas Board of Regents at the end of March. Every year, we are required to submit numbers reflecting enrollment, concurrent instructor credentials, and offered coursework from the previous academic year. Additionally, KBOR will select 1-2 high schools within our program for further reporting. Information requested and submitted for the selected schools include partnership agreements, resources for CEP students, and evaluations of concurrent faculty to assure equivalence of courses. The number of concurrent courses has steadily risen the last several years. Erinn is coordinating the outreach schedule for next year and working closely with the high schools.

I am in the process of completing classroom evaluations for various faculty members and following up with their respective division director. I am impressed with the observations I have done so far. Classroom observations are to be completed by April 30. Instructional Services is currently advertising for adjunct faculty in efforts to build our pool of instructors for our divisions. We are doing so with presences on various websites and local and regional newspapers. As the end of the fiscal year is on the horizon, divisions are drafting preliminary budget proposals and will submit to me in the coming weeks.

Dee Wigner, Executive Vice President:

An electronic timesheet has been developed for hourly employees. The timesheet includes formulas to calculate the daily, weekly and monthly totals. Limitations are that not all employees have ready access to computers and the employee must use military time for the formulas to calculate correctly. The payroll office has scheduled hands on training for physical plant employees to assist them with document access, computer use and storage of their timesheets. Overall, the electronic process has made the timekeeping process much easier for employees, supervisors and the payroll office. Other positive benefits are that the timesheets are more accurate and legible, and computer challenged employees are becoming more computer literate. This is a good intermediary step toward Web Time Entry which allows employees to enter their work hours through the web. The information will then populate the payroll database.

The electronic timesheets also assist in the monthly review of hours worked which is a requirement of the new healthcare law. Under the Affordable Care Act, employers must now track and report on hours worked by all employees. Employees working 30 hours or more are eligible for health care coverage through their employer. If the employer does not offer health care coverage, the employer can be fined up to \$2,000 per violation. HR and payroll are working together to monitor hours worked by part-time employees to assure the college has no violations.

Derek Ramos has been hired as Interim Director of Physical Plant. The college was in the process of advertising for the Assistant Director of Physical Plant when Larry Johnston announced his retirement from the director position. Administration made the decision to go forward with the assistant director applications on file and continue with the interview process. We received several strong applications and interviews were conducted. Derek had the experience and skills required of the position. Derek began work on April 16 as Interim Director.

The wellness committee hosted Anita Haimowitz from BlueCross BlueShield on Wednesday, April 17th. She gave three presentations in the Endowment Room on Stress: What Can You Do? She talked about how to identify your stress triggers, learn about stress relievers and how to practice stress relieving techniques. This was a free service offered by BlueCross BlueShield and all employees were invited. The committee has plans to invite Anita to return and speak on other topics.

A wellness subcommittee has been preparing for a GCCC employee “Walk, Ralk, Run” 5 K event. Training schedules were designed and training began March 25th. The activity will conclude with the 5K race on Saturday, May 4th. As of this writing, 13 employees have registered to participate in the 5K.

Fall early enrollment days for new students began Friday, April 19th. The next few weeks will be busy as business office staff collect payments and assist students and parents in understanding their college tuition and fee charges. During the month of March, additional financial aid distributions are as follows:

Federal PELL Grant	\$135,462	
Student Loans	\$125,156	
Supplemental Educational Opportunity Grant (SEOG)		\$2,149

It’s hard to believe another year is coming to an end. The business office is gearing up for the fiscal year end and the annual “closing” of the books. The auditor will be on campus conducting preliminary audit work mid-May.