

November 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, November 12, 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 (5 minutes per spokesperson)
- C. Introduction of new employees
- D. Report from Student Government Association
- E. Report from Faculty Senate
- F. Report from Charles Claar, Lewis, Hooper & Dick, re: 2012-2013 audit

II. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (October 15, 2013)..... pg 3
- B. Approval of personnel actions-Human Resources..... pg 12
 - B-1 Human Resources Report..... pg 13
 - B-2 Adjunct/Outreach Contracts..... pg 14
- C. Financial information..... pg 15
 - C-1 Checks processed in excess of \$20,000..... pg 16
 - C-2 Revenues..... pg 17
 - C-3 Expenses..... pg 18
 - C-4 Cash in Bank..... pg 24
- D. Acceptance of 2012-2013 audit..... pg 25

III. EXECUTIVE SESSION REGARDING NON-ELECTED PERSONNEL

IV. ACTION PERSONNEL, at the pleasure of the board..... Action

V. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS
 - A-1 Monitoring Report..... **Action**
No monitoring reports are scheduled for November
 - A-2 Review Monitoring Reports
 - A-2a Work Preparedness

B. Board Process and Policy Governance Review

VI. OWNERSHIP LINKAGE:

VII. REPORTS:

- A. Incidental Information..... pg 26
- B. Report from Finney County Economic Development Corporation (Trustee Ron Schwartz)

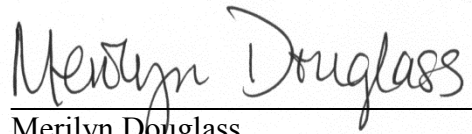
<u>Nov. 14</u>	Joint Board Meeting hosted by Seward County
<u>Nov. 25-29</u>	Thanksgiving Holiday- NO CLASSES-OFFICES CLOSED
<u>Dec.16-18</u>	Final Exams
<u>Dec. 10</u>	Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 6:00 p.m., Endowment Room
<u>Dec.23-Jan. 3</u>	Christmas Holiday-NO CLASSES-OFFICES CLOSED
<u>Jan. 14</u>	Regular monthly meeting – Dinner 5:00 p.m., Broncbuster Room, call to order 6:00 p.m., Endowment Room
<u>Jan. 15</u>	Classes begin
<u>Feb. 17</u>	President’s Day – NO CLASSES-OFFICES CLOSED

VIII. Executive Session

IX. Adjournment



Dr. Herbert J. Swender, Sr.
President



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*

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

October 15, 2013

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

Trustees Absent: Steve Sterling

Others Present: Debra Atkinson, Deputy Clerk
Riley Carey, General Maintenance
Clint Ellis, PC Tech/Report Writer
Dr. Bruce Exstrom, Vice President of Instructional Services
Angie Haflich, *Garden City Telegram*
Leonard Hitz, Community Member
Terry Lee, Faculty Senate, Science Instructor
Cathy McKinley, Executive Director of Public Relations/Marketing
Rachael Murungi, John Collins Technical Building Secretary
Ryan Ruda, Vice President of Student Services/Athletic Director
Dr. Mark Sarver, Director of EduKan
Elaine Serafin, Part Time Public Relations Assistant
Jeff Southern, Director Information Technology
Bob Sperling, Community Member
Herbert Swender, President
Dee Wigner, Executive Vice President
Breven Woydziak, President SGA

CALL TO ORDER:

Chair Douglass called the meeting to order at 6:04 p.m.

COMMENTS FROM THE CHAIR:

Chair Douglass introduced herself and thanked everyone for attending the GCCC Board of Trustee meeting. Chair Douglass stated that she is often asked about policy governance and went on to provide a brief overview.

Overview follows:

GCCC is governed by a six-member board of publicly-elected trustees, who serve terms of four years each. The trustees employ policy governance, in which the board sets objectives and parameters, and the college president is given responsibility for attaining objectives.

The Policy Governance Model was developed by John and Miriam Carver, and has been used at GCCC since the mid 1990's. The role of GCCC Trustees can best be described as Trustee owners. Policy Governance is an approach that emphasizes values, vision, empowerment of board and staff, and the strategic ability to lead leaders.

GCCC Trustees craft policies that define our values.

ENDS: The human needs that are to be met, for whom and what worth. Written with a long-term perspective, these policies embody most of the board's part of long range planning.

EXECUTIVE LIMITATIONS: The Board establishes the boundaries of acceptability within which staff methods and activities can responsibly be left to staff.

BOARD MANAGEMENT DELEGATION: The board clarifies the manner in which it delegates authority to staff as well as how it evaluates staff performance on provisions of the Ends and Executive Limitations.

GOVERNANCE PROCESS: The board determines its philosophy, its accountability, and specifics of its own job.

Boards utilizing the Policy Governance model should delegate as much authority as possible. The most effective and operative organization is the board's instrument to attain the desired ENDS. So, to achieve the Best Instrument, for it to be as powerful as possible, yet bound by prudence, ethics and legality, we as a board, empower our CEO, Dr. Herbert Swender, to operate the instrument to achieve the ENDS.

Chair Douglass made the following comments:

- Congratulated GCCC for being named to the 2014 coveted "Military Friendly Schools" list for the second consecutive year.
- Extended congratulations to GCCC Homecoming Queen, Perla Delgado, and Homecoming King, Brevan Woydziak.
- Noted that for the first time in its history, the GCCC Meats Team hosted the first day of the annual Beef Empire Days Intercollegiate Meat Judging Contest.
- Expressed thanks to GCCC Endowment Association and all the volunteers that made the phonathon a success.
- Welcomed the Multicultural Conference back to the GCCC campus.

OPEN COMMENTS FROM PUBLIC:

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

INTRODUCTION OF NEW EMPLOYEES:

Vice President of Instructional Services, Dr. Bruce Exstrom, introduced new GCCC employee Rachael Murungi, John Collins Technical Building Secretary. Executive Vice President, Dee Wigner introduced new GCCC employees Riley Carey, General Maintenance, and Clint Ellis, PC Tech/Report Writer.

President Swender welcomed each new employee and presented them with a GCCC Broncbuster lapel pin.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Brevan Woydziak, President of Student Government Association, expressed his appreciation for the opportunity of presenting a report to the Board from SGA.

Woydziak reported that SGA has hosted the following events:

- 112 students participated in Breakfast Bingo.
- SGA sponsored Spirit Week October 7-11. Woydziak noted that the bonfire scheduled

on October 10 had to be cancelled due to weather but that all enjoyed the indoor pep rally. GCCC Homecoming October 12

Future events:

- Casino Night will be held on October 31st starting at 8:30pm there will be free food, a variety of casino games and prizes.

Chair Douglass expressed thanks to Woydziak for his report.

REPORT FROM FACULTY SENATE:

Terry Lee, Faculty Senate President/Science Instructor, shared with Trustees the following:

- Faculty Senate is in the process of approving faculty travel requests for professional development.
- Faculty Senate leadership continues to meet regularly with Vice President of Instructional Services, Bruce Exstrom, and President Swender as his schedule allows.
- Faculty Senate will host an open discussion faculty luncheon with President Swender on October 18.
- Hosting the ACJA/LAE Region III Conference.

In response to trustee inquiry, Lee reported that Faculty Senate meets on a bi-weekly schedule and that Faculty Senate minutes are in the process of being updated on the web site.

Trustees extended their appreciation for the report.

REPORT FROM EDUKAN-DR. MARK SARVER:

Dr. Mark Sarver, Chief Executive Officer's, report included a brief over view of the history of EduKan, and a PowerPoint presentation detailing growth specific to GCCC. Sarver expressed appreciation to GCCC as a pilot institution in a specialized program for on-line English Language Learners (ELL). President Swender congratulated Dr. Sarver for his leadership and thanked him for elevating the mission of EduKan.

Trustees extended their appreciation to Sarver for the report.

CONSENT AGENDA:

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

Chair Douglass then asked for a motion approving consent agenda items II-A-D as presented.

Motion:

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

Ayes: Clifford, Crist, Douglass, Schwartz, Worf

Nays: None

Motion carried: 5-0

Approved actions follow:

- (A) **APPROVED MINUTES** of previous meeting (September10, 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 PURCHASES OVER \$20,000, as presented

D-1 Purchase Advertising Contract, Garden City Telegram

Vendor: Garden City Telegram

For: 9 month contract October 1, 2013-June 30, 2014

Amount: \$22,500

(Supporting documents filed with official minutes.)

D-2 Purchase of Welding Machines and Equipment

Vendor: Lampton Welding Supply, Garden City

For: Welding Machines and Equipment

Amount: \$37,313.88

D-3 Purchase Perceptive Software Annual Maintenance

Vendor: ImageNow/Perceptive Software

For: Annual Maintenance Agreement

Amount: \$24,192

D-4 Purchase Seating and NCJAA/NCAA Track Timing Rail Curbing

Amount: Not to exceed \$37,500

APPROVED OTHER:

Additional Student Housing

Over the past two years there have been discussions regarding the addition of more on-campus student housing. In August of 2013, an ad-hoc committee was charged by the president to study and provide input relating to the need for additional Student Housing. Mr. Ryan Ruda chaired the committee and provided the recommendation below.

“Based upon a tour of existing facilities and discussion amongst this committee, it is the recommendation and consensus of the committee that GCCC aggressively pursue additional housing. In addition, it is the committee’s recommendation to consider renovation enhancements of the commons area of existing residential life and the Beth Tedrow Student Center, which includes the college bookstore, cafeteria, meeting areas, offices and restrooms to accommodate the expansion and growth of student enrollment. Facilities and aesthetic appearance are vital to the recruitment of students. Updating and improving these facilities will assist GCCC in their efforts to enhance and increase enrollment.”

Motion:

Schwartz moved, seconded by Crist, to authorize the administration to determine associated costs of constructing additional student housing, overall size and housing capacity, general location and architectural concept design.

Ayes: Clifford, Crist, Douglass, Schwartz, Worf

Nays: None

Motion carried: 5-0

Tobacco Free Policy for GCCC

Over the past seven to ten years the topic of a smoke free and/or tobacco free campus has surfaced. On numerous occasions GCCC's Student Government Association (SGA) has requested consideration toward designating the college campus as either smoke free or tobacco free campus. Last spring the SGA once again brought their request forward for consideration. At that time some members of the faculty association shared strong concerns of designating GCCC as a tobacco free campus. Due to the personal convictions of individuals and the heightened awareness of this topic, the administration determined that a campus-wide poll would be conducted in the fall of the 2013-14 academic year. The recommendation of the administration would then be to support the statistical response of the majority respondents.

The poll was administered via the office of institutional research and was available to respond for approximately two weeks. Data was collected and compiled electronically, results are attached. There were two categories of respondents, of 2,015 Student n=167, 8% and of 220 Full-Time Employees n=133, 62%. Surprisingly, the results (when added together) of the 300 respondents was exactly split 50% for and 50% against an institutional campus-wide smoke/tobacco free campus.

President Swender seeks the direction of the board.

Motion:

Clifford moved, seconded by Crist, to instruct the CEO to adopt a tobacco free campus, using the Student Government Association submitted policy as a basis for proceeding, by January 1, 2014.

Discussion:

Issues of concern discussed surrounded enforcement and fine tuning of the proposed policy. Some trustees felt the existing wording was excessive, but all trustees voiced their support for a tobacco free campus. Chair Douglass stated that the tobacco-free policy is in line with the vision for the campus and that we have to start somewhere.

Ayes: Clifford, Crist, Douglass, Schwartz, Worf

Nays: None

Motion carried: 5-0

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed the following monitoring reports:

- Annual-Work Preparedness
- Quarterly-General Executive Constraints #7, #8
- Quarterly-Asset Protection #5

Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Trustees reviewed the following monitoring reports:

- Annual-Essential Skills
- Annual-Workforce Development

No changes or additions to were recommended at this time.

OWNERSHIP LINKAGE:

Trustees indicated that they had not received any communications.

REPORTS:

Trustees received numerous informational 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.

Congratulations:

Tyreek Hill won the Silver Medal at the NJCAA Outdoor Track and Field Championships in May and was named Second Team All-American. Hill qualified with the fastest preliminary time with a 10.14. Hill ran a wind aided 9.98 to place second. Hill placed third in the 200M Dash with a time of 20.75. Hill is also a member of the Broncbuster Football Team and was named NJCAA First Team All-American as a Return Specialist.

Enrollment:

Enrollment continues to come in on a daily basis, but as of 20th day certification, Garden City Community College reported a 2.1% increase in the number of credit hours in comparison to fall 2012. GCCC will be working to get early graduates from Garden City High School that wish to attend GCCC enrolled.

Commendation:

Financial aid and the business office are to be commended. Nearly \$3 million dollars was posted to student accounts on disbursement day through scholarships, Pell grant, loans and outside scholarships due to their efforts. A great deal of work goes into verifying student records and files to insure that disbursement day goes well. President Swender compliments Student Services, and Business Office staff, they deserve the credit.

Nursing Accreditation:

The ACEN ADN Nursing Accreditation visit took place September 17-19. We received verbal confirmation that we were awarded re-accreditation for the Associate Degree Nursing (ADN) nursing program for 8 years. We were in compliance with all six standards to include many specific criterions required by the Accreditation Commission for Education in Nursing (ACEN). President Swender extended his congratulations to Patricia Zeller and the GCCC nursing faculty for all their hard work and making the re-accreditation visit a success.

Hispanic Student Day:

HALO held the annual Hispanic Student conference this last month for area high school and college students. It was well attended with well over 200 students visiting campus for this event.

Science Technology Engineering Mathematics (STEM) Grant:

Garden City Community College is a partner in a new grant award with Kansas State University. The grant which is funded by the Louis Stokes Alliance on Minority Programs will work at

providing tutoring, academic assistance, transfer assistance and support to 7 minority students who are entering a Science Technology Engineering Mathematics, STEM major. These students have various grant requirements that they must meet in order to remain in the program, but there are financial incentives if they meet the grant requirements. The grant is a 5 year partnership with Kansas State University.

Exciting Improvements:

The new LED score table for the main competition gym has been delivered and is ready for use this upcoming basketball season. Additionally, a TV has been installed by the concession stand in DPAC which will have a live stream of the games and half-time so that spectators don't have to miss any of the action while going to the concession stand. Many updates are occurring to enhance the fan experience. President thanked Vice President of Student Services/Athletics, Ryan Ruda for his efforts in promoting fan involvement and enriching campus climate.

Grounds

The grounds crew have been painting and maintaining the football practice fields. Work continues on irrigation repair and replacement at the Student Center and Tangeman Fields. Cleaning up continues around the skating rink and mobile home park. Williams Stadium is being seeded and aerated. Replacement trees will soon be planted in the center quad landscaping, as well as seeding of Residential Life areas/BTSC, and the trimming the dead out of existing large trees. Street repairs are scheduled to begin in a few weeks.

Remodeling:

The remodel of the southeast classroom located at Dennis Perryman Athletic Complex (DPAC) has been completed. New carpet was installed, the walls painted and a new drop ceiling with new air duct grilles was installed.

Letter of Appointment:

President Swender shared with trustees that he had recently received notification of appointment to the University Advisory Board (Energy Council) from John Hines, Wyoming Senator and Chairman of Center for Legislative Energy and Environmental Research (CLEER) by Kansas Senator Larry Powell. Swender is the only Kansas educator to have the honor of serving our nation on this prestigious board.

Phonathon Update:

Endowment Association phonathon finished up last week. Turn out from faculty, students and staff was very good and the results reflect that GCCC Endowment Association is on track to reach their \$80,000 goal. President Swender congratulated GCCC Endowment Association Director, Jeremy Gigot, staff and volunteers for a job well done.

Computer Log-In:

Instructional and Student Services are working closely with Information Technology to provide GCCC students individual log-in information. GCCC wireless connection will be available by registering in the Saffell Library.

Facility Update:

Derek Ramos, Director of Physical Plant, shared with Council members that the southeast classroom located at Dennis Perryman Athletic Complex (DPAC) has been completed. Work

will begin on coaching staff offices in December. Preparations are underway to accommodate DPS Region III contests that will be held on GCCC campus.

Maintenance crews are utilizing a lift this week to replace lights. In addition landscaping the beds in the quad is underway this week.

The stringers are going up for the seating at the multi-sports complex. The distinct golden yellow Buster seats should be installed within the next week.

Infield turf is being installed in the Williams Stadium Baseball bull pen. This entire project was funded by a private donor. GCCC is extremely appreciative of this donation. Go Busters!

REPORT FROM KACCT/COP MEETING AT COWLEY COLLEGE:

- KACCT/COP met on the Cowley College campus, September 14.
- State funding is up slightly.
- Emphasis was put on meeting with local legislators during the recess.
- 2015 budget could be cut 1.5 percent.
- TEA will be renewed to 2017, representative is needed.
- Discussed performance agreements.
- December 8-9 KACCT/COP will meet in Coffeerville.

REPORT 2013 ACCT LEADERSHIP CONFERENCE:

Trustees Schwartz and Crist, in addition to President Swender, attended the 44th Annual ACCT Leadership Conference in Seattle, Wash. October 1-5. The theme of this year's Congress was "Society Demands, Community Colleges Deliver: Moving the Needle." Schwartz and Crist stated that they attended several very beneficial sessions which included the following topics: disability accommodations, Pell Grant, Default Rates, 1st amendment issues and the benefits of athletics in community colleges. They also learned of some future trends to look out for such as a decrease in state funding and an increased demand in welding professions. Both Schwartz and Crist expressed their appreciation for the opportunity to attend.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Finney County Economic Development Corporation has been relatively quiet, but there is still plenty working.
- Last month the permit had been filed for the airport industrial park and no problems were anticipated.
- We applied for 100 foot crane clearance but the FAA denied the permit and restricted the crane height to 25 foot. This put an unexpected complication on our developer to try and make it work.
- FCEDC is still working with a number of prospects.

EXECUTIVE SESSION:

Motion:

Clifford moved, seconded by Crist that the board recess briefly at 8:30 p.m., for a five minute break and reconvene into a thirty minute executive session at 8:35 p.m. for the purpose of discussing personnel matters of non-elected personnel, employer-employee negotiation, and preliminary discussions relating to acquisition of real property. No action will be taken and board will not reconvene into a public session.

Ayes: Clifford, Crist, Douglass, Schwartz, Worf

Nays: None

Motion carried: 5-0

Persons included in executive session:

GCCC Board of Trustees

Herbert Swender, President

Meeting adjourned at 9:05 p.m.

UPCOMING CALENDAR EVENTS:

<u>Nov.12</u>	6 p.m. Board of Trustee Meeting – Endowment Room
<u>Nov. 14</u>	Community College Joint Board Meeting with Seward and Dodge City Community Colleges, hosted by Seward County Community College, 6 p.m.
<u>Nov. 12</u>	GCCC Regular Board of Trustee Meeting 6:00 p.m., Endowment Room of the Beth Tedrow Student Center.
<u>Nov. 14</u>	Exploration Day 2013 9:00 a.m. – 1:00 p.m.
<u>Nov. 25-29</u>	Thanksgiving Holiday
<u>Dec. 12</u>	GCCC Regular Board of Trustee Meeting 6:00 p.m., Endowment Room of the Beth Tedrow Student Center.
<u>Dec. 16-18</u>	Finals
<u>Dec.23-Jan.3</u>	Christmas Holiday
<u>Jan. 6</u>	Staff Returns
<u>Jan. 14</u>	GCCC Regular Board of Trustee Meeting 6:00 p.m., Endowment Room of the Beth Tedrow Student Center.
<u>Jan.15</u>	First day of Spring Semester

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Dr. Merilyn Douglass
Chair of the Board

Agenda No: II-B

Date: November 12, 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:



November 5, 2013

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

New Hire

Megan Grapengater, Asst Director of Small Business Development Center, effective November 1, 2013
Beverly Schmitz Glass, Director of Public Relations, effective December 1, 2013
Chris Best, Assistant Cross Country/Track & Field Coach, effective November 1, 2013

Separations

Neva Quakenbush, Admissions Receptionist, effective October 29, 2013
Doug Kelley, Assistant Cross Country/Track & Field Coach, effective October 26, 2013
Pam Powers, President's Receptionist, effective November 14, 2013
Greg Thomas, Social Science Instructor, effective August 8, 2014

Retirement

Transfers/Promotions

Vacancies

Director of Workforce Development
Skilled Maintenance – Plumber
Transportation & Event Coordinator
Custodian
Secretary for Penka and Nursing
Soccer Coach
President's Receptionist
Social Science Instructor

Diversity Recruitment Opportunity

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

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS
 (Presented to Board of Trustees for Approval 11/12/13)**

INSTRUCTOR	CLASS	AMOUNT
Falke, James	Technical Rescue I (FIRE-103-90) 10/15 – 10/26/13	2 hr(s) x \$500.00/hr = \$1,000.00
Luna Ramos, Luis	Introduction to Programming (CSCI-102-30) 8/21 – 12/19/13 – <i>Pro-rated</i>	20/32 x 3 hr(s) x \$500.00/hr = \$937.50
Luna Ramos, Luis	Visual Basic (CSCI-103-90) 8/21 – 12/19/13 – <i>Pro-rated</i>	10/16 x 3 hr(s) x \$500.00/hr = \$937.50
Luna Ramos, Luis	Web Design I (CSCI-276-01) 8/21 – 12/19/13 – <i>Pro-rated</i>	21/32 x 3 hr(s) x \$500.00/hr = \$984.38
Malewitz, Rebecca	Photoshop I (CSCI-178-01) 8/21 – 12/19/13 – <i>Pro-rated</i>	19/32 x 3 hr(s) x \$500.00/hr = \$890.63
Martinez, Hector	Intro to Mgmt Info Systems (CSCI-101-30) 8/21 – 12/19/13 – <i>Pro-rated</i>	19/32 x 3 hr(s) x \$500.00/hr = \$890.63
Martinez, Hector	Security+ Network Security (CSCI-230-90) 8/21 – 12/19/13 – <i>Pro-rated</i>	9/16 x 3 hr(s) x \$500.00/hr = \$843.75
Martinez, Hector	Fundamentals Weightlifting I (HPER-191-13/192-13) 8/21 – 12/19/13	1 hr(s) x \$500.00/hr = \$500.00
Harbin, Renee	Excel 2010 - Petro Santander (CONT955-01) 10/23 - 11/6/13	6 hr(s) @ \$30.00/hr = \$180.00
Landgraf, Rebecca	KS Carry Concealed (CRMJ300-99) 10/26/13	10 hr(s) @ \$30.00/hr = \$300.00
Morphew, Jamie	Excel 2010 (CONT955-02) 10/29/13	4 hr(s) @ \$30.00/hr = \$120.00
Soldner, Jerry	KS Carry Concealed (CRMJ300-99) 10/26/13	4 hr(s) @ \$30.00/hr = \$120.00
Soldner, Jerry	KS Carry Concealed (CRMJ300-99) 10/26/13	3 hr(s) @ \$30.00/hr = \$90.00
Sosa, Elizabeth	Excellence in Customer Service (PROF104-01) 10/17/13	2 hr(s) @ \$30.00/hr = \$60.00
Wilson, Mary	Basic Word (CONT101-01) 10/16/13	4 hr(s) @ \$30.00/hr = \$120.00
TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS		\$ 7,974.39

Agenda No: II-C

Date: November 12, 2013

Topic: Financial Information

Presenter: Dr. Herbert J. Swender

Background Information:

Presentation of monthly financial documents:

- Checks over \$20,000
- Cash in Bank
- Revenues
- Expenses

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

November 2013

Purchases over \$20,000 requiring bid sheet:

- Check #227740 to Power Ad Co \$21,065.00 for a LED score table. The Board approved this purchase at the June 2013 meeting.
- Check #227895 to RT Sporting Goods In for \$44,779.67 for various invoices. Purchases requiring bid sheets indicated best bid selected.

Payments over \$20,000 not requiring bid sheets

- Check #227687 to City of Garden City for \$73,937.81 for utilities.
- Check #227689 to Commerce Bank for \$54,476.21 various purchase card purchases.
- Check #227695 to EduKan for \$99,945.00 for tuition and resource fees for Fall 2013 semester.
- Check #227880 to Great Western Dining for \$57,586.24 for various invoices.
- Check #228001 to Blue Cross and Blue Shield of Kansas for \$95,078.23 for November health insurance premiums.

Fiscal Year: 2014

BUDGET.OFFICER: Unassigned

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
11-00-0000-00000-4001 TUITION IN STATE :	0.00	5,088.00-	927,458.00-	1,860,000.00-	932,542.00-	50.14
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	29,511.00-	37,445.00-	0.00	37,445.00	0.00
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	4,320.00-	119,172.00-	225,000.00-	105,828.00-	47.03
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	119.00	58,661.00-	50,000.00-	8,661.00	17.31-
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	342.00-	43,848.00-	40,000.00-	3,848.00	9.61-
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	1,152.00-	165,744.00-	337,500.00-	171,756.00-	50.89
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	171.00-	21,924.00-	40,600.00-	18,676.00-	46.00
11-00-0000-00000-4011 MISC STUDENT BILL	5.00	35.10	2,644.50-	50,000.00	52,639.50	105.28
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	12,060.00-	26,900.00-	14,840.00-	55.17
11-00-0000-00000-4014 TUITION BORDER STA	0.00	603.00	104,041.00-	230,000.00-	125,959.00-	54.76
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	735.00-	2,485.00-	10,000.00-	7,515.00-	75.15
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	820.00-	1,460.00-	3,500.00-	2,040.00-	58.29
11-00-0000-00000-4102 PRIVATE GIFTS/GRAN	0.00	0.00	0.00	20,000.00-	20,000.00-	100.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	0.00	450.00-	10,000.00-	9,550.00-	95.50
11-00-0000-00000-4512 VENDING MACHINES :	0.00	1,094.61-	2,315.92-	10,000.00-	7,684.08-	76.84
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	0.00	12,970.00-	15,000.00-	2,030.00-	13.53
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	845,688.00-	1,908,415.00-	1,062,727.00-	55.69
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	254.39	106,832.78-	9,800,000.00-	9,693,167.22-	98.91
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	71,484.23-	347,933.62-	700,000.00-	352,066.38-	50.30
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	792.83-	4,040.77-	7,000.00-	2,959.23-	42.27
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	19,529.20-	54,636.87-	135,000.00-	80,363.13-	59.53
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	349.61	1,963.99	131,000.00-	132,963.99-	101.50
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	5,644.76-	5,000.00-	644.76	12.89-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	322.87-	25,000.00-	24,677.13-	98.71
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	176,400.00-	176,400.00-	100.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	98.58-	8,104.74	55,000.00-	63,104.74-	114.74
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	47,413.91-	110,000.00-	62,586.09-	56.90
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	799.72-	6,086.98-	45,000.00-	38,913.02-	86.47
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	920.00-	4,701.15-	15,000.00-	10,333.85-	68.89
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,407,722.00	1,407,722.00	100.00
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Totals for FUND: 11 - GENERAL	40.00	135,497.07-	2,925,911.40-	14,533,593.00-	11,607,721.60-	79.87
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12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	4,610.00-	164,990.00-	600,000.00-	435,010.00-	72.50
12-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	0.00	0.00	40,000.00-	40,000.00-	100.00
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	0.00	1,120.00-	5,000.00-	3,880.00-	77.60
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	506,466.00-	795,892.00-	289,426.00-	36.36
12-00-0000-00000-4603 STATE PMT FOR HS T	0.00	0.00	0.00	150,000.00-	150,000.00-	100.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,407,722.00-	1,407,722.00-	100.00
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Totals for FUND: 12 - PTE FUND	0.00	4,610.00-	672,576.00-	2,998,614.00-	2,326,038.00-	77.57
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61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	13.03	5,489.62-	487,884.00-	482,394.38-	98.87
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	3,938.42-	19,169.42-	35,329.00-	16,159.58-	45.74
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	43.69-	222.64-	352.00-	129.36-	36.75
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	1,034.39-	2,914.34-	7,000.00-	4,085.66-	58.37
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	18.02	209.71-	6,555.00-	6,345.29-	96.80
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	18.19-	1,194.00-	1,175.81-	98.48
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	10,000.00-	10,000.00-	100.00
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Totals for FUND: 61 - CAPITAL OUTLAY	0.00	4,985.45-	28,023.92-	548,314.00-	520,290.08-	94.89
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Totals for BUDGET.OFFICER: Unassigned	40.00	145,092.52-	3,626,511.32-	18,080,521.00-	14,454,049.68-	79.94

Fiscal Year: 2014

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	4,199.73	12,618.99	51,429.00	38,810.01	75.46
DEPARTMENT: 11020 - HUMANITIES	138.00	2,146.79	2,167.29	2,102.24	203.05-	9.65-
DEPARTMENT: 11021 - ENGLISH	0.00	28,647.22	81,817.74	320,234.00	238,416.26	74.45
DEPARTMENT: 11022 - SPEECH	0.00	6,233.06	14,790.50	48,960.00	34,169.50	69.79
DEPARTMENT: 11023 - PHILOSOPHY	0.00	538.25	538.25	0.00	538.25-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	351.95	703.90	320.00	383.90-	119.96-
DEPARTMENT: 11025 - JOURNALISM	0.00	4,406.53	16,410.57	57,897.00	41,486.43	71.66
DEPARTMENT: 11026 - BROADCASTING	0.00	538.25	538.25	972.00	433.75	44.62
DEPARTMENT: 11030 - ART	799.84	13,835.56	44,844.31	133,647.00	88,002.85	65.85
DEPARTMENT: 11031 - DRAMA	0.00	5,699.01	18,094.59	69,711.00	51,616.41	74.04
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	7,939.91	22,760.17	87,099.00	64,338.83	73.87
DEPARTMENT: 11033 - INST MUSIC	0.00	10,993.98	34,661.36	133,429.00	98,767.64	74.02
DEPARTMENT: 11040 - SCIENCE	38.00	35,929.52	106,927.99	450,806.00	343,840.01	76.27
DEPARTMENT: 11050 - MATH	310.00	26,453.65	88,042.64	325,337.00	236,984.36	72.84
DEPARTMENT: 11060 - SOCIAL SCIENCE	217.00	34,401.61	99,930.81	378,846.00	278,698.19	73.57
DEPARTMENT: 11070 - HEALTH & PHYSICAL	810.00	15,172.51	58,443.85	175,331.00	116,077.15	66.20
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	7,355.48	25,822.10	85,889.00	60,066.90	69.94
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	538.23	807.36	720.00	87.36-	12.12-
DEPARTMENT: 11081 - READING	0.00	3,510.50	8,355.35	79,782.00	71,426.65	89.53
DEPARTMENT: 11082 - ESL	0.00	6,143.48	16,778.69	64,360.00	47,581.31	73.93
DEPARTMENT: 11083 - COLLEGE SKILLS	899.00	7,194.04	8,006.30	15,440.00	6,534.70	42.32
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	1,200.00	5,000.00	3,800.00	76.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	4,000.03	20,333.00	153,652.06	412,230.00	254,577.91	61.76
DEPARTMENT: 12014 - FINNUP LAB	0.00	5,759.03	17,288.67	70,506.00	53,217.33	75.48
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	348.59	348.59	1,377.00	1,028.41	74.68
DEPARTMENT: 21100 - GRANT MANAGMENT &	0.00	24.00	24.00	0.00	24.00-	0.00
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	5,153.46	20,570.67	62,435.00	41,864.33	67.05
DEPARTMENT: 41000 - LIBRARY	5,768.42	15,891.75	61,368.33	184,283.00	117,146.25	63.57
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	8,024.72	25,232.50	83,558.00	58,325.50	69.80
DEPARTMENT: 42000 - DEAN OF LEARNING S	1,831.50	27,283.01	79,281.50	725,573.76	644,460.76	88.82
DEPARTMENT: 42001 - DEAN OF ACADEMICS	89.30	1,614.73	5,186.63	32,098.00	26,822.07	83.56
DEPARTMENT: 42002 - OUTREACH	0.00	232.79	4,840.14	105,148.00	100,307.86	95.40
DEPARTMENT: 42003 - FACULTY SENATE	0.00	1,055.38	2,661.39	12,265.00	9,603.61	78.30
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	2,126.83	2,340.59	0.00	2,340.59-	0.00
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	3,043.37	3,043.37	0.00	3,043.37-	0.00
DEPARTMENT: 43000 - TRANSITION	0.00	3,390.60	13,553.77	41,297.00	27,743.23	67.18
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	18,061.52	59,785.65	175,593.00	115,807.35	65.95
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	8,331.70	32,650.85	137,001.00	104,350.15	76.17
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	4,429.32	18,769.75	60,427.00	41,657.25	68.94
DEPARTMENT: 50020 - FINANCIAL AID OFFI	128.26	25,376.06	88,445.62	326,208.00	237,634.12	72.85
DEPARTMENT: 50030 - ADMISSIONS	0.00	10,727.07	39,955.63	135,478.00	95,522.37	70.51
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	2,460.00	11,214.72	45,180.03	145,695.00	98,054.97	67.30
DEPARTMENT: 50050 - STUDENT HEALTH SER	135.40	3,578.46	13,509.12	52,723.00	39,078.48	74.12
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	7,389.62	31,927.75	240,379.64	564,310.00	316,540.74	56.09
DEPARTMENT: 55001 - MEN'S BASKETBALL	5,702.45	18,531.60	44,567.11	117,959.00	67,689.44	57.38
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	2,295.76	18,790.24	44,737.53	107,077.00	60,043.71	56.08
DEPARTMENT: 55003 - MEN'S TRACK	5,630.50	3,664.02	14,665.52	50,954.00	30,657.98	60.17
DEPARTMENT: 55004 - WOMEN'S TRACK	5,630.50	14,060.05	14,747.52	49,474.00	29,095.98	58.81

DEPARTMENT: 55005 - WOMEN'S SOFTBALL	4,949.30	6,880.22	27,902.12	95,909.00	63,057.58	65.75
DEPARTMENT: 55006 - FOOTBALL	7,751.53	65,629.23	139,459.28	301,504.00	154,293.19	51.17
DEPARTMENT: 55007 - BASEBALL	5,560.37	8,244.19	37,740.65	110,151.00	66,849.98	60.69
DEPARTMENT: 55008 - VOLLEYBALL	0.00	9,782.01	25,587.33	56,017.00	30,429.67	54.32
DEPARTMENT: 55009 - WOMEN'S SOCCER	2,695.28	3,785.53	24,107.12	52,010.00	25,207.60	48.47
DEPARTMENT: 55012 - CHEERLEADING	0.00	1,661.52	6,305.63	24,987.00	18,681.37	74.76
DEPARTMENT: 55013 - DANCE TEAM	0.00	1,469.11	5,843.34	20,263.00	14,419.66	71.16
DEPARTMENT: 55014 - RODEO TEAM	1,768.55	14,519.64	52,615.48	132,280.00	77,895.97	58.89
DEPARTMENT: 55015 - MEN'S GOLF	0.00	1,952.11	16,337.44	40,434.00	24,096.56	59.59
DEPARTMENT: 55019 - ATHLETIC TRAINING	840.00	7,533.01	44,528.24	117,020.00	71,651.76	61.23
DEPARTMENT: 55020 - PEP BAND	180.00	2,758.57	9,092.34	35,711.00	26,438.66	74.04
DEPARTMENT: 61000 - PRESIDENT	2,065.81	29,742.85	110,570.13	434,351.00	321,715.06	74.07
DEPARTMENT: 61001 - BOARD OF TRUSTEES	2,896.63	1,702.87	7,665.56	24,840.00	14,277.81	57.48
DEPARTMENT: 61005 - ATTORNEY	0.00	5,807.76	9,326.52	20,250.00	10,923.48	53.94
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	48,118.51	53,331.19	255,425.13	1,724,014.00	1,420,470.36	82.39
DEPARTMENT: 62010 - HUMAN RESOURCES	166.20	9,955.44	40,830.73	142,209.00	101,212.07	71.17
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,036.91	16,675.36	61,904.00	45,228.64	73.06
DEPARTMENT: 62050 - ONE-TIME PURCHASES	319,463.47	5,265.00	302,327.80-	475,000.00	457,864.33	96.39
DEPARTMENT: 63000 - INFORMATION SERVIC	3,085.00	11,920.62	59,686.37	266,599.00	203,827.63	76.45
DEPARTMENT: 64000 - INFORMATION TECHNO	25,016.87	41,034.78	265,172.52	705,080.00	414,890.61	58.84
DEPARTMENT: 65000 - CENTRAL SERVICES	1,106.98	12,511.93	68,250.38	156,968.00	87,610.64	55.81
DEPARTMENT: 66000 - MARKETING	0.00	0.00	275.00-	75,000.00	75,275.00	100.37
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	0.00	18,185.31	55,898.24	148,881.00	92,982.76	62.45
DEPARTMENT: 71000 - BUILDINGS	46,306.85	29,897.97	78,359.46	387,098.00	262,431.69	67.79
DEPARTMENT: 72000 - CUSTODIAL SERVICES	7,522.33	36,211.36	136,923.17	473,872.00	329,426.50	69.52
DEPARTMENT: 73000 - GROUNDS	37,994.21	22,011.35	52,133.03	177,546.00	87,418.76	49.24
DEPARTMENT: 73001 - ATHLETIC FIELDS	48,371.05	18,026.52	11,072.77-	53,081.00	15,782.72	29.73
DEPARTMENT: 74000 - VEHICLES	9,719.95	26,213.87	52,460.50	358,725.00	296,544.55	82.67
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	7,273.67	27,728.61	164,781.00	137,052.39	83.17
DEPARTMENT: 76000 - INSURANCE	1,311.00	14,759.08	119,110.77	315,954.00	195,532.23	61.89
DEPARTMENT: 77000 - UTILITIES	3,588.66	76,514.84	209,814.15	793,342.00	579,939.19	73.10
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	142,861.11	641.37-	62,000.00	62,641.37	101.03
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	424.00-	1,060.00	9,020.00	7,960.00	88.25
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	689.00	12,349.00	33,087.00	20,738.00	62.68
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	240.00	6,800.00	3,000.00	3,800.00-	126.66-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	1,696.00	95,201.00	156,575.00	61,374.00	39.20
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	742.00	45,073.00	49,938.00	4,865.00	9.74
DEPARTMENT: 94000 - STUDENT CENTER	935.00	2,157.20	20,459.93	51,369.00	29,974.07	58.35
DEPARTMENT: 98001 - CHILD CARE	0.00	4,428.66	21,485.98	40,000.00	18,514.02	46.29

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FUND: 11 - GENERAL	625,687.13	1,186,211.46	3,554,708.76	14,533,593.00	10,353,197.11	71.24
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Fiscal Year: 2014

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	3,145.62	9,435.78	38,616.00	29,180.22	75.57
DEPARTMENT: 12011 - MID-MANAGEMENT & B	248.00	6,472.91	19,450.63	82,088.00	62,389.37	76.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	651.00	5,530.91	16,592.91	59,691.00	42,447.09	71.11
DEPARTMENT: 12200 - ADN PROGRAM	2,064.76	21,740.93	71,927.25	342,635.00	268,642.99	78.41
DEPARTMENT: 12201 - LPN PROGRAM	21.59	11,943.47	64,427.42	192,574.00	128,124.99	66.53
DEPARTMENT: 12202 - EMT	240.19	10,953.52	42,843.03	162,013.00	118,929.78	73.41
DEPARTMENT: 12203 - ALLIED HEALTH	177.89	17,186.04	46,695.13	167,950.00	121,076.98	72.09
DEPARTMENT: 12210 - AGRICULTURE	0.00	4,022.76	13,478.22	51,193.00	37,714.78	73.67

DEPARTMENT: 12211 - ANIMAL SCIENCE	2,674.88	9,493.10	36,625.65	125,861.00	86,560.47	68.77
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	14,089.88	57,610.54	187,188.00	129,577.46	69.22
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	15,000.00	15,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	2,400.00	5,919.41	17,766.99	71,691.00	51,524.01	71.87
DEPARTMENT: 12240 - CRIMINAL JUSTICE	4,017.95	15,890.38	45,200.47	157,799.00	108,580.58	68.81
DEPARTMENT: 12241 - FIRE SCIENCE	1,299.80	7,186.59	18,087.61	69,409.00	50,021.59	72.07
DEPARTMENT: 12250 - COSMETOLOGY	198.00	11,571.06	32,051.97	106,679.00	74,429.03	69.77
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	11,755.41	28,393.44	102,374.11	405,989.00	291,859.48	71.89
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	2,569.24	8,520.00	5,950.76	69.84
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	756.00	11,736.05	35,515.60	88,346.00	52,074.40	58.94
DEPARTMENT: 12273 - WELDING	8,433.76	16,112.93	55,003.94	178,503.00	115,065.30	64.46
DEPARTMENT: 42005 - DEAN OF TECHNICAL	14.88	284.89	22,387.94	456,669.00	434,266.18	95.09
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	30,000.00	30,000.00	100.00

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FUND: 12 - PTE FUND	34,954.11	201,673.89	710,044.43	2,998,614.00	2,253,615.46	75.16
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Fiscal Year: 2014

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	2,424.06	9,322.06	28,430.01	148,870.00	118,015.93	79.27
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	674.00	551.59	4,545.30	5,943.00	723.70	12.18
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	2,000.00	2,000.00	100.00
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	272.00	1,577.43	1,305.43	82.76
DEPARTMENT: 55012 - CHEERLEADING	1,278.00	1,732.97	3,252.26	10,000.00	5,469.74	54.70
DEPARTMENT: 55008 - VOLLEYBALL	0.00	155.00	459.00	2,561.00	2,102.00	82.08
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	50.00	740.40	1,285.40	0.00	1,335.40-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,950.54	1,392.57	2,831.40	77,000.00	72,218.06	93.79
DEPARTMENT: 55007 - BASEBALL	1,365.82	832.49	2,415.41	8,000.00	4,218.77	52.73
DEPARTMENT: 12273 - WELDING	0.00	0.00	3,587.04	10,000.00	6,412.96	64.13
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	5,350.19	40,000.00	34,649.81	86.62
DEPARTMENT: 00000 - GENERAL	0.00	4,536.97	6,047.17	8,000.00	1,952.83	24.41
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	25.00	100.00	75.00	75.00
DEPARTMENT: 55003 - MEN'S TRACK	681.00	715.16	1,049.40	6,022.82	4,292.42	71.27

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FUND: 14 - ADULT SUPPLEMENTARY ED	8,423.42	19,979.21	59,549.58	320,074.25	252,101.25	78.76
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Fiscal Year: 2014

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	550.00	977.50	9,000.00	8,022.50	89.14
DEPARTMENT: 94000 - STUDENT CENTER	3,160.11	4,338.50	11,775.36	170,000.00	155,064.53	91.21
DEPARTMENT: 95000 - STUDENT HOUSING	5,808.23	92,870.03	369,294.26	1,433,200.00	1,058,097.51	73.83
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	0.00	5,000.00	5,000.00	100.00
DEPARTMENT: 98000 - COSMETOLOGY	2,652.54	28,889.00	49,407.45	139,907.56	87,847.57	62.79
DEPARTMENT: 97000 - BOOKSTORE	29,803.78	31,972.27	404,727.77	823,000.00	388,468.45	47.20
DEPARTMENT: 91000 - ARENA	0.00	1,001.50	2,620.10	5,000.00	2,379.90	47.60

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FUND: 16 - AUXILIARY ENTITIES	41,424.66	159,621.30	838,802.44	2,585,107.56	1,704,880.46	65.95
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Fiscal Year: 2014

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	650.00	0.00	1,150.02	2,250.00	449.98	20.00
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	5,000.00	4,820.00	5,000.00	180.00	3.60
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.03-	0.00	0.03	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	170.00	8,588.69	28,036.78	41,000.00	12,793.22	31.20
DEPARTMENT: 50000 - DEAN OF STUDENT SE	232.96	0.00	2,256.52	2,489.48	0.00	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	11,773.00	18,241.06	110,835.57	378,752.44	256,143.87	67.63
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	23,828.61	43,015.44	19,186.83	44.60
DEPARTMENT: 50000 - DEAN OF STUDENT SE	9,236.76	9,466.34	179,955.00	195,170.62	5,978.86	3.06
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	6,604.43	0.00	6,604.43-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	813.64	3,518.86	19,388.89	15,870.03	81.85
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	613.58	0.00	613.58-	0.00
DEPARTMENT: 14010 - AO-K	626.23	5,727.63	17,317.59	24,181.44	6,237.62	25.80
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	67,594.00	67,594.00	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	2,300.00	21,054.10	39,014.90	260,885.00	219,570.10	84.16
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	11,912.00-	11,912.00-	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	229.21	19,143.04	34,088.48	249,504.00	215,186.31	86.25
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,544.11	7,642.23	0.00	7,642.23-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	7,113.00	11,519.00	4,406.00	38.25
DEPARTMENT: 11040 - SCIENCE	0.00	1,766.09	1,766.09	0.00	1,766.09-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,147.34	5,798.77	63,151.00	57,352.23	90.82
DEPARTMENT: 42005 - DEAN OF TECHNICAL	37,927.88	6,272.83	21,827.72	83,403.00	23,647.40	28.35
DEPARTMENT: 42000 - DEAN OF LEARNING S	611.73	10,217.51	45,027.80	153,143.03	107,503.50	70.20
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	10,561.04	27,092.17	159,691.00	132,598.83	83.03
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FUND: 22 - RESTRICTED GRANTS	63,757.74	120,543.42	568,308.15	1,748,226.34	1,116,160.45	63.85

Fiscal Year: 2014

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	188.10-	188.10-	0.00	188.10	0.00
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FUND: 23 - OTHER RESTRICTED FUNDS	0.00	188.10-	188.10-	0.00	188.10	0.00

Fiscal Year: 2014

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	5,496.00	76.43	10,696.18-	950.00	6,150.18	647.39
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	230.66	925.76	4,500.00	3,574.24	79.43
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	204.50	0.00	204.50-	0.00
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	54.50	23,886.12	101,655.23	187,943.91	86,234.18	45.88
DEPARTMENT: 13305 - ADULT ED - STAFF D	181.40	84.00	798.65	6,815.21	5,835.16	85.62
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	14,518.27	35,938.10	219,434.70	183,496.60	83.62
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	37,500.00-	37,500.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	325.00	6,638.01	15,639.68	177,500.00	161,535.32	91.01
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FUND: 24 - ADULT EDUCATION	6,056.90	45,433.49	144,465.74	559,643.82	409,121.18	73.10

Fiscal Year: 2014

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	548,314.00	548,314.00	100.00
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FUND: 61 - CAPITAL OUTLAY	0.00	0.00	0.00	548,314.00	548,314.00	100.00

Fiscal Year: 2014

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	40,155.89	29,404.63	79,689.63	314,950.00	195,104.48	61.95
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,641.09	11,910.91	28,419.00	16,508.09	58.09
DEPARTMENT: 99001 - STUDENT NEWSPAPER	439.22	659.02	453.75	51,750.00	50,857.03	98.27
DEPARTMENT: 99002 - STUDENT MAGAZINE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	537.00	389.71	462.19	2,150.00	1,150.81	53.53
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FUND: 71 - ACTIVITY/ORGANIZATION FD	41,132.11	32,094.45	92,516.48	397,269.00	263,620.41	66.36

Fiscal Year: 2014

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	11,215.00	0.00	11,215.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	7,877.00	0.00	7,877.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	10,173.00	0.00	10,173.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	3,232.00	0.00	3,232.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	2,243.00	0.00	2,243.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	1,996.00	56,569.00	0.00	56,569.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	6,888.00	0.00	6,888.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	1,095.00	0.00	1,095.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	159.00-	13,885.00	0.00	13,885.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	13,193.00	0.00	13,193.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	2,190.00	0.00	2,190.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	4,592.00	0.00	4,592.00-	0.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	368.00-	4,118.00	0.00	4,118.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	14,129.00	0.00	14,129.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	3,744.00	0.00	3,744.00-	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	5,669.00	0.00	5,669.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	6,924.00	0.00	6,924.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	9,416.00	0.00	9,416.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	5,923.00	0.00	5,923.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	1,148.00	0.00	1,148.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	7,718.00	0.00	7,718.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCBS	0.00	433.00	12,333.00	0.00	12,333.00-	0.00
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FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	1,902.00	204,274.00	0.00	204,274.00-	0.00

Fiscal Year: 2014

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	99,945.00	125,715.00	609,000.00	483,285.00	79.36
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FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	99,945.00	125,715.00	609,000.00	483,285.00	79.36

Garden City Community College
10/31/2013

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 232,411.41	0.0000%
State Municipal Invest. Pool	\$ 87,072.64	0.0050%
FNB of Garden City - Money Market	\$ 12,359.13	0.0500%
FNB of Garden City - Insured Cash Sweep	\$ 2,908,340.09	0.3800%
Commerce Bank - Money Market	\$ 355,215.03	0.0800%
Landmark National Bank	\$ 905,775.17	0.0900%
	<u>\$ 4,501,173.47</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
First National Bank of Garden City	CD	\$ 2,000,000.00	0.4300%	1/30/2013	11/7/2013
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
Western State Bank	CD	\$ 1,000,000.00	0.3000%	6/24/2013	3/24/2014
First National Bank of Garden City	CD	\$ 1,000,000.00	0.2500%	3/27/2013	3/27/2014
		<u>\$ 6,000,000.00</u>			
 Total		 <u><u>\$ 10,501,173.47</u></u>			

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

Agenda No: II-D

Date: November 12, 2013

Topic: Board Action Regarding Acceptance of the 2012-2013 Audit

Presenter: Dr. Herbert J. Swender

Background Information:

The annual financial audit was conducted by Lewis, Hooper & Dick, LLC. The audit resulted in an unqualified opinion which is the highest opinion rating available for financial audits.

Budget Information:

The costs of the annual financial audits paid by the college are:

Garden City Community College	\$54,163
Broncbuster Athletic Association	\$ 6,153
GCCC Endowment Association	<u>\$13,358</u>
Total Audit Cost	\$73,674

Recommended Board Action:

Accept the unqualified opinion audit as presented by Lewis, Hooper & Dick, LLC.

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

Board Member Notes:

Incidental Information November 2013

Cathy McKinley, Executive Director of Marketing & Public Relations

GCCC's drama students and community members presented *Les Miserables*. The show ran from November 7- 9 at 7:30 p.m. in the auditorium of the Pauline Joyce Fine Arts building and at a matinee performance on Sunday, November 10 at 2:30 p.m. This production was directed by GCCC's drama instructor Phil Hoke, vocal music director Clay Wright and instrumental music director Jim McAllister.

Mercer Gallery and the GCCC art club are displaying clay and fiber creations created by Stephanie Lanter from November 8 through December 6. Stephanie teaches ceramics at Emporia State University, and her ceramic and fiber art has gained national recognition for the use of diverse media and concepts.

College faculty and students recently selected a painting by local artist Robin Valenzuela as an addition to GCCC's permanent collection of art. The painting, called "Shift of Season," is typical of Valenzuela's art as it features vibrant colors and is full of energy. This art purchase will be added to GCCC's Sandhills Purchase Award collection, which was last granted in 2007. The award was reinstated this year by Mercer Gallery Director Brian McCallum and GCCC's vice president of instruction Dr. Bruce Exstrom. Robin Valenzuela is a native resident of Garden City and has been working in acrylics and oil pastels since 2006.

Broncbuster basketball season started last week with the annual Pepsi Classic. Broncbuster women played Friday, November 8 against Howard College. The Broncbuster men's team played Friday against Kingdom Prep. On Saturday, November 9, the women took on Eastern Wyoming. The men played against North Platte Community College.

GCCC hosted a campus and community Veteran's Day presentation November 8 in the auditorium of the Pauline Joyce Fine Arts Building, featuring U.S. Marine Corps veteran, Cpl. Ronald L. Burbridge, who served in the Korean War. The program was sponsored by the GCCC Student Government Association and the Brookover Lecture Series

Juniors and seniors from southwest Kansas high schools will converge on campus for GCCC's annual Exploration Day 2013 on Thursday, November 14. The annual event offers students the chance to take a close-up look at career opportunities in 14 fields through lab or classroom time, campus tours and hands-on demonstrations.

Spring semester enrollment is scheduled to open to currently enrolled students on November 18. Registration for new students will begin December 9.

GCCC will be closed for Thanksgiving break November 25-December 2. There will be limited hours, however, at the GCCC Aerobic Super Circuit in the Dennis Perryman Athletic Complex. The circuit will operate 6-10 a.m. and 4-7 p.m. November 25, 26 and 27.

The 2013 Meats Team at Garden City Community College took first overall at the recent American Royal Meats Contest, with a number of members earning individual honors as well. This is the first year GCCC has brought home the championship rank since the division was invited to the contest in 1998. The team won the title by a large margin of 59 points. The American Meat Science Association-sanctioned competition took place Oct. 21 at Nebraska Beef, Ltd. in Omaha with university and community college competitors on hand from states throughout the central U.S.

A one-day Kansas Concealed Carry course, which prepares individuals to make application to the state for a permit, will be offered 7:30 a.m. to 5:30 p.m. November 16 in the John Collins Vocational Building. The concealed carry course is conducted periodically in partnership with the Sand and Sage Rifle and Pistol Club. Sanctioned by the Office of the Kansas Attorney General, it uses instructors certified by the National Rifle Association. Successful completion meets training requirements to qualify for the permit. Permit application is open at the website of the Kansas attorney general, www.ksag.org, or any Kansas sheriff's office. Instruction includes a review of firearm basics and safe handling of firearms, and also covers criminal and civil legal issues, citizen responsibility and interaction with law enforcement. The cost is \$125 per person. Courses will take place only with sufficient enrollment. Pre-registration for the basic firearms or concealed carry course is available by contacting team-t@team-t.org or 620-276-9629, and information is available at www.team-t.org.

A new personal protection class, Refuse to be a Victim, is available for local and area residents who want to ensure their personal safety and improve crime prevention. The one-day "Refuse To Be A Victim" course will be offered 8 a.m. to 3 p.m. December 7 in the John Collins Vocational Building. Instruction includes information about psychology of the criminal mind, home and phone security, automobile and travel security, personal and technological security, self-defense devices and basic self-defense techniques. The cost is \$45 per person. Courses will take place only with sufficient enrollment. Pre-registration for the basic firearms or concealed carry course is available by contacting team-t@team-t.org or 620-276-9629, and information is available at www.team-t.org.

Dr. Bruce Exstrom, Vice President of Instructional Services:

The Tobacco-Free Campus Policy Task Force met on multiple occasions, exchanging emails and sharing serious discussions to finalize and propose recommendations for the Tobacco-Free Campus Policy. Selected by Dr. Swender, task force members included GCCC employees Dr. Exstrom, chair; Terry Lee, Linda Morgan, Rose Wilson, Sandra Baldrige, Cathy McKinley, and GCCC students Brett Cady, Brevan Woydziak, and Audra Auginiga. The task force has developed a final draft, which will be presented to Cabinet.

For the first time in 15 years, GCCC hosted the 2013 Region III American Criminal Justice Association/Lambda Alpha Epsilon Conference October 17-20. There were 122 competitors from several community colleges and universities across Kansas, Missouri and Nebraska, with participation from our own students, faculty and staff. The majority of GCCC's competitors were brand new to competition but captured many awards. At the conclusion of the conference, Dr. Swender attended the awards breakfast, while Dr. Exstrom was part of the Saturday evening banquet and other exercises. Congratulations to the DPS program for all their hard work in making this a successful conference.

The Fine Arts department is gearing up for the first theatre production of the season. "Les Miserables", a joint venture with college and community, will premiere November 7 in the Fine Arts auditorium. More than 65 students and community members make up the cast and crew. The production is managed and directed by GCCC faculty member Phil Hoke, with vocal direction by faculty member Clay Wright and music direction by faculty member Jim McAllister. Additional performances are scheduled November 8-10 and November 15-16.

Dr. Exstrom hosted a meeting with the entire faculty on November 1. Faculty had the opportunity have a Q&A session with Dr. Swender to begin the meeting. After the Q & A session with Dr. Swender, blended learning formats and student learning outcomes were discussed. Additional hybrid classes are being incorporated into the spring schedule. The transition to hybrid classes, learning technology, and the change to class times will enhance learning along with providing flexibility in student scheduling. There will be training opportunities for faculty for all of these changes to the teaching and learning environment during the end of fall semester and beginning of spring semester.

Five different departments completed Mary Jo Williams grant applications, for new equipment and technology. Meanwhile, four mini-grant applications have been submitted for consideration.

Dr. Exstrom has completed several advisory meetings with Technical Education departments, including paramedic, cosmetology and culinary management. Upcoming advisory meetings are planned for welding, industrial maintenance and John Deere. The culinary management program will launch in the spring with our first classes and the Culinary Management Advisory Committee has met on several occasions to assist launching this new program. Additionally, Dr. Exstrom recently visited Manhattan Area Technical College, looking over facilities for welding and diesel mechanics to obtain ideas for storage and layout for labs.

GCCC is currently drafting an agreement with the Kansas Workforce Investment Act to become a certified training provider for commercial driver's licenses (CDL). We currently have had over 14 qualified applicants go through the orientation and considering completing training. We are also completing industry training for HVAC – Heating & Air Conditioning professionals, certified plumbers and OSHA Safety training for construction trades.

Dr. Exstrom attended a meeting addressing Carl Perkins Grant updates at Dodge City Community College October 30. The all-day workshop was hosted by the Kansas Board of Regents and presented new information on reporting and fiscal management for the Perkins Plan. This federal grant administered by KBOR provides equipment purchases, professional development, and curriculum development for our Career and Technical Education (CTE) programs. Our first monitoring report is due to KBOR December 1.

With the initiative of Brian McCallum, art instructor and Director of Mercer Gallery, GCCC has renewed the Sandhills Purchase Award. The award was last granted in 2007 and allows the college to support local art and purchase a piece of art for the college's permanent collection. Following the Sandhills Art Association's annual art show and juried exhibition in October at the Mercer Gallery, faculty and students voiced their opinions on the art to be selected for the purchase award. "Shift of Season", a painting by Robin Valenzuela, was handpicked and has joined the college's collection.

Dee Wigner, Executive Vice President:

Business Office

Financial aid distribution during October included \$2,400,000 posted to student accounts from scholarships, loans and grants. A total of 939 checks were processed refunding students \$1,026,741.66.

Cricket Turley, Human Resource Director, Dallas Crist, Payroll Coordinator, and Dee Wigner have been busy updating personnel policies. As policies are complete, Ruth Drees, Administrative Assistant to the Executive Vice President, has been posting the policies and procedures to the GCCC website. As of this writing, the majority of the personnel policies have been posted.

Broncbuster Bookstore

Bookstore staff are gearing up for fall book buyback. Adoptions (book orders) for spring are being finalized and orders placed with the appropriate publishers and vendors.

The store is beginning to look a lot like Christmas and will be all "spruced up" for Faculty and Staff Appreciation Days scheduled for November 21 and 22. There will be a two day sale, with refreshments, to say "thank you" to faculty and staff for their support throughout the year.

"Buster Baskets" which will contain various gift items will be available in time for the holidays. You may select from a pre-filled basket or design your own basket. Staff will be selling spirit wear at several home basketball games to see if there is an interest.

Campus Safety

On October 31, 2013 Rodney Dozier began his employment as the Director of Campus Safety. Dozier received a tour of the campus and met with key administrators and staff as he assesses the safety needs of the college. Dozier's immediate focus is to evaluate and enhance the Crisis Management Plan. Dozier has met with the administration of USD 457 and has scheduled a meeting this week with the interim Chief of Police for the Johnson County Community College. Dozier will obtain essential information which will enhance campus safety and assist during the transition toward providing a certified law enforcement presence at the college.

Additionally, Dozier is in the process of evaluating the effectiveness of the current procedures and reporting system for the Department of Campus Safety.

During the month of October, K-9 units from the GCPD and FISO assisted with sweeps of the dorm areas. There were no drugs found and no issues to report.

Kansas Small Business Development Center

Megan Grapengater was hired as the Assistant Director//Consultant for the KSBDC. Megan is a K-State graduate with a degree in Marketing which brings more expertise and new ideas to help better serve clients in that area. Consulting activity continues to increase with all the new development in the community which is very exciting. It will be beneficial to have another consultant on staff to effectively and efficiently serve clients and the community.

The October Tax Workshops were hosted both here in Garden City and Dodge City were presented by Kansas Department of Revenue and were very well attended. These workshops will be available again in April 2014 and cover Sales and Compensating Use Tax, Kansas Withholding Tax, Estimated Tax, Unemployment Tax and Worker Classification (employee vs contract labor). A special Tax Workshop specifically for the irrigation industry will be added in the spring due to the interest and request from attendees at workshops this month.

On October 29, Cheryl Schmale presented a Steps to Startup Workshop in Leoti which was hosted by the Wichita County Economic Development Center. The workshop was well attended.

Consultants from Garden City and Outreach Centers at SCCC and Greensburg attended the KSBDC State Team Meeting in Abilene, October 22-24 where all team members state wide are required to attend. These meetings include updates from our State Office and resources partners as well as valuable training sessions from outside sources and members from the state wide team to help better serve clients. Training this time was focused on financing options available outside traditional bank lending.

Facilities:

Maintenance: Remodeling of the new IT office area has begun. The area will receive new carpet, paint, ceiling and lights. A separate office within the area will be built for the Director of IT. Future remodeling projects include the football office complex and the Print Shop.

Grounds:

The grounds crew finished landscaping the quad and the west side of the Penka Building. Trees have been trimmed and diseased trees were removed. New trees will be planted this fall. Holland Paving patched and repaired the street south of the Dennis Perryman Athletic Complex. Grounds crew also assisted with the Williams Stadium Renovation, bull pen demolition, as well as removing all the old daycare playground equipment and fence. Staff also assisted with the maintenance, set up and tear down

of the mobile classroom. Staff received training on the equipment needed for upkeep and maintenance on the artificial turf field and track.

Custodial:

Staff were busy this month keeping up with the daily needs of the campus. Set-ups for the month included events for 150 FFA (Future Farmers of America) students and the Regional Department of Public Safety Conference on October the 17th. Preparations are underway for the Pepsi Classic scheduled for November 8th-9th and then the Thanksgiving Classic over Thanksgiving break!

Human Resources

The Wellness Committee hosted the second annual biometrics screening for full time employees and spouses on October 10th. Sixty-five employees took advantage of the free screening. The second Lunch and Learn of the year was held November 5th with presentations given by Anita Haimowitz with BlueCross BlueShield. She gave two presentations on "Holiday Survival Tips." The month has been busy with interviews for various positions across campus including the Head Women's Soccer Coach, which should be filled soon.

Ryan Ruda, Vice President of Student Services

Admissions

Admissions has been busy on the road attending recruitment fairs and numerous high schools. Additionally, on December 6th, admissions is planning an enrollment day at GCHS for students who are graduating high school in December. This enrollment day is a new idea targeted at enrolling the early graduates into GCCC courses in the spring semester.

Admissions is also coordinating the Presidential Honors banquet which will be held on November 11th on campus. This event will highlight those high school students who are graduating in the top 10% of their high school and honor their academic accomplishments.

Financial Aid/Scholarships

GCHS will be offering a scholarship to each early graduate from GCHS this December. This is the first time that an intentional scholarship will be offered and awarded to each early graduate who enrolls in 6 or more credit hours.

Financial Aid staff prepared a summary of default rates at GCCC to the state and national average. The two year default rate at GCCC is 4.4%. The two year rate in Kansas is 8.3% and 15.0% nationally. For the three year rate, GCCC sits at 10.6% with the state rate at 11.2% and the national rate at 20.9%. This again is significant in showing the work that GCCC financial aid staff and the institution as a whole places on maintaining a low default rate

Records

Tammy Tabor and Nancy Unruh are working together to update and enhance the VA website. A great deal of information is being added and developed for this page to assist veterans and continue our service as a military friendly institution.

Spring enrollment starts on November 18th for currently enrolled students. New and concerted efforts are being enacted to assist in growing enrollment including the new early enrollment date at GCHS, new culinary courses, and revamping the probation student program to better assist students in academic need.

Athletics

Cross Country will be departing November 7th for national cross country meet in Iowa. Currently, the men are ranked 8th nationally and will be travelling with a full team. The women will be represented by the three highest placing runners from the regional meet.

Basketball is in full swing with both the men's and women's teams having competed in tournaments the first weekend in November. The Pepsi classic is scheduled for November 8-9. The Thanksgiving classic will be scheduled for November 29-30. The athletic department is also sponsoring a new basketball tournament on December 13-14. In conjunction with a grant from the Finney County Visitors and Tourism Bureau, this new tournament will keep both teams competing at home and bring in 3 men's and 3 women's teams to compete. This draws in tourism to the community and supports our athletes by being able to compete as much as possible in front of the home crowd.

Football, soccer and volleyball have completed their seasons and are in full swing with recruiting for next season. Football all-conference selection meetings were held November 4th with the release of recipients on November 11th.

Updates and improvements have been made to the Williams Stadium field with a new turf surface installed in the home bull pen and the infield being leveled for a better playing surface. Additionally, updates to the front lobby of the DPAC are being made for aesthetics and a better fan experience while attending the athletic venue.

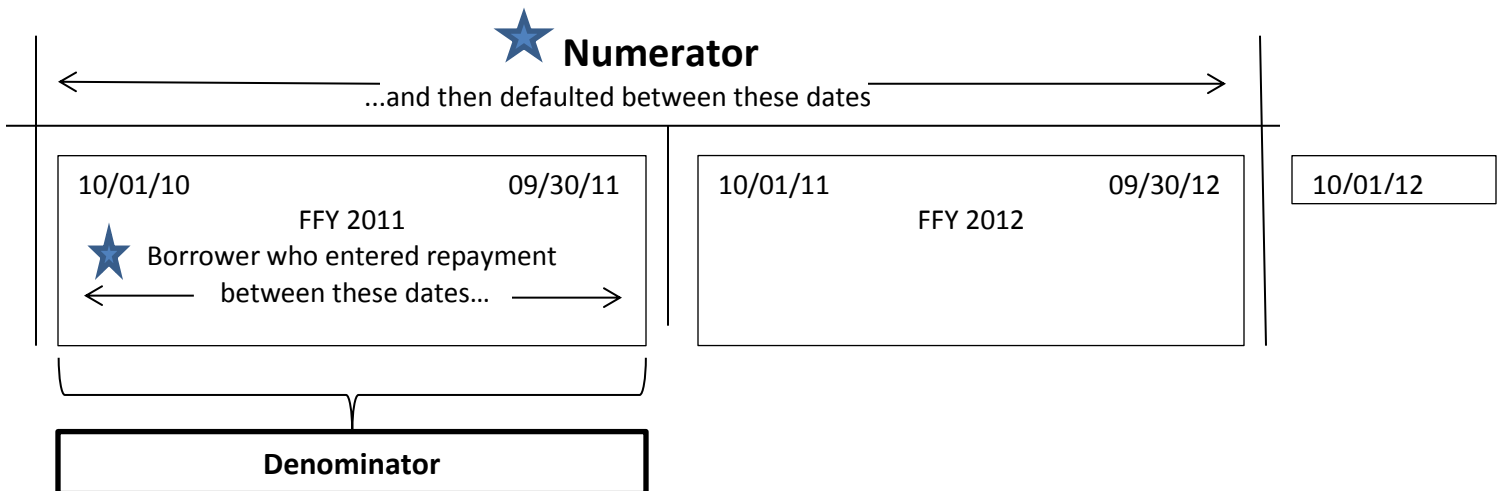
2010 & 2011 Cohort Default Report

The following information is Garden City Community College's Default Study for 2010 3-year Cohort Default Rate (CDR) and 2011 2-year CDR.

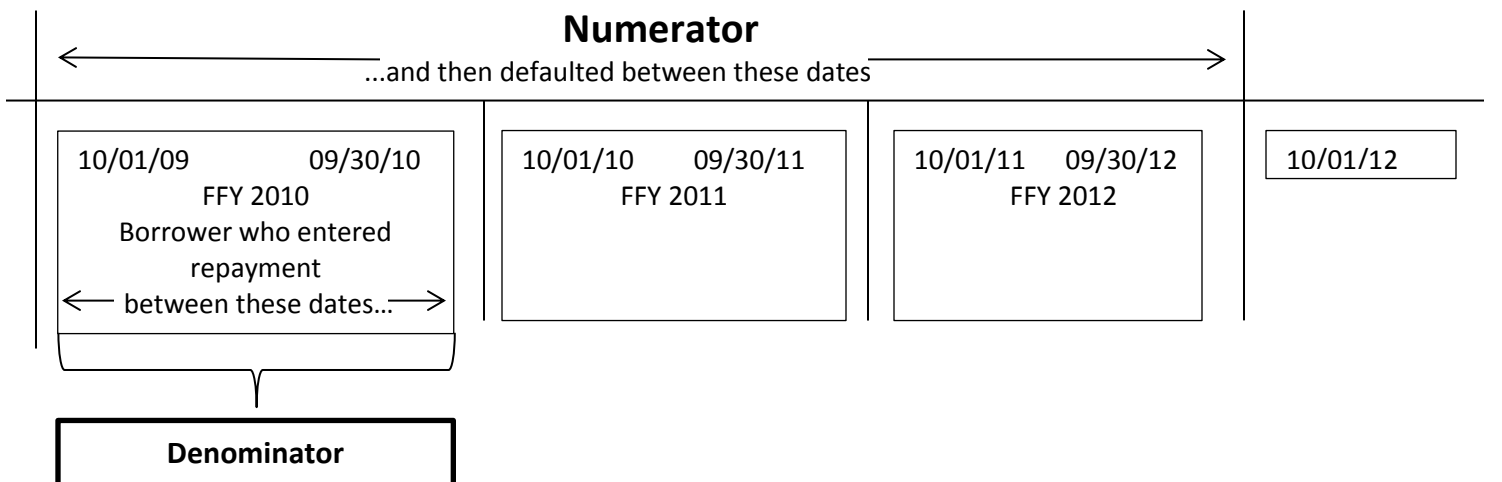
What is a Cohort Default Rate (CDR)?

- A CDR is a headcount of borrowers who enter repayment during a federal fiscal year (FFY) compared to the number in that group that default by the end of the specified time frame.
- The denominator is made up of the group of borrowers that enter repayment during a particular FFY, FY 2011 for example.
- The numerator is comprised of those borrowers in the denominator who defaulted between 10/1/2010 and 9/30/2012 (2-year rate) or 10/1/2009 and 9/30/2012 (3-year rate).

FFY 2011 2-Year CDR



FFY 2010 3-Year CDR



Cohort Default Rate Calculations:

Numerator
Denominator

2011 2-Year Cohort
FY 11

14
313

 $\frac{14}{313} = .044 \text{ or } 4.4\%$

2010 3-Year Cohort

FY 11	FY 12	$\frac{30}{281} = .106 \text{ or } 10.6\%$
24	6	
281		

FY 2010 3-Year Official National Cohort Default Rates

	Number of Schools	Borrower Default Rate (%) <small>NEW</small>	Number of Borrowers Defaulted	Number of Borrowers Entered Repayment
Public	1,619	13.0%	250,661	1,922,773
Less than 2 yrs	139	16.5%	1,315	7,963
2-3 yrs	840	20.9%	125,764	599,467
4yrs(+)	640	9.3%	123,582	1,315,343
Private	1,712	8.2%	72,347	879,269
Less than 2 yrs	41	21.8%	1,097	5,020
2-3 yrs	168	14.2%	2,305	16,217
4yrs(+)	1,503	8.0%	68,945	858,032
Proprietary	2,187	21.8%	277,088	1,270,965
Less than 2 yrs	1,117	20.9%	34,811	165,921
2-3 yrs	743	21.4%	71,853	334,459
4 yrs(+)	327	22.1%	170,424	770,585
Foreign	432	4.6%	449	9,562
Unclassified	1	0.0%	0	1
Total	5,951	14.7%	600,545	4,082,570

What happens with the information gathered?



Cohort Default Rates — Benefits of Low CDRs

Benefits of low official CDRs	Exempt from 30-day delayed disbursement rule for first-year, first-time subsidized and unsubsidized Direct loan borrowers?	Exempt from multiple disbursement rule for Direct and Direct PLUS loan borrowers?
3 most recent 2-year or 3-year rates are less than 15%	Yes	Yes, a school may choose to make a single disbursement for a loan period no longer than 1 standard term or 4 months



Cohort Default Rates — Consequences of High CDRs

Consequences of high official 2-year CDRs	Default prevention task force and plan required?	Provisional certification of Title IV eligibility?	Loss of Title IV program eligibility?*
Most recent 2-year rate is 25% or higher	Not required, but very good idea to strengthen campus-wide efforts to lower future defaults	Yes	No, if most recent rate is not above 40%
3 consecutive 2-year rates are 25% or higher	Not required, but very important if school hopes to regain Federal Pell Grant Program and FDLP eligibility in future	Yes	Yes — FDLP and Federal Pell Grant Program eligibility
Most recent 2-year rate is above 40%	Not required, but very important if school hopes to regain FDLP eligibility in future	Yes	Yes — FDLP eligibility
Consequences of high official 3-year CDRs	Default prevention task force and plan required?	Provisional certification of Title IV eligibility?	Loss of Title IV program eligibility?***
Most recent 3-year rate is 30% or higher	Yes	No	No, if most recent rate is not above 40%
2 of 3 most recent 3-year rates are 30% or higher	Yes, and if those rates are for 2 consecutive years, school must revise default management plan	Yes	No, if most recent rate is not above 40%
3 consecutive 3-year rates are 30% or higher	Not required, but very important if school hopes to regain Federal Pell Grant Program and FDLP eligibility in future	Yes	Yes — FDLP and Federal Pell Grant Program eligibility
Most recent 3-year rate is above 40% (as of September 2014)	Not required, but very important if school hopes to regain FDLP eligibility in future	Not based on that rate alone (depends on prior 2 rates)	Yes — FDLP eligibility

* A loss of Title IV program eligibility may be avoided if a school successfully appeals or obtains an adjustment of its official CDR.

** Sanctions based on high 3-year CDRs will take effect beginning in September 2014, based on 3-year official rates for FY09 - FY11. Until then, sanctions are based on 2-year official rates.

What are we doing to prevent student borrowers from going into default?

- We have been working with Wright International Student Services (WISS) to identify those borrowers that have defaulted on student loans and have contracted with American Student Assistance through \$ALT for financial literacy and default prevention services.
- With the information received from National Student Loan Data Systems we are able to send letters and emails to delinquent borrowers to help them make payment arrangement with their loan companies.
- Through a campus wide effort we work with faculty and staff that had interactions with these students (advisor, coaches, work-study supervisors, ect...) so that we can reach the student to help them manage their student loans.

DEFAULT STUDY 2010 3YR Cohort

A. REPORTED DATA AND HISTORY

1. Borrowers in Default: 30
 Borrowers in Repayment: 281
 Dollars in Default: \$129,951
 Dollars in Repayment: \$1,162,733
 FY 2010 Default Rate: 10.6%

2.

Fiscal Year	# of Borrowers Entering Repayment	# of Borrowers in Default	2YR Official Cohort Default Rate	3YR Unofficial Cohort Default Rate	3YR Official Cohort Default Rate
1995	189	23	12.1%		
1996	211	33	15.6%		
1997	205	33	16%		
1998	218	30	13.7%		
1999	231	19	8.6%		
2000	214	21	9.8%		
2001	220	23	10.4%		
2002	252	30	11.9%		
2003	226	19	8.4%		
2004	308	24	7.7%		
2005	306	15	4.9%	10.7%	
2006	360	19	5.2%	13.7%	
2007	342	26	7.6%	14.3%	
2008	275	15	5.4%	13.4%	
2009	244	23	9.4%	12.2%	12.3%
2010	283	24	8.4%	10.6%	10.6%

3. Year of Loan:

2000-01	1
2002-03	0
2003-04	0
2004-05	1
2005-06	3
2006-07	5
2007-08	3
2008-09	16
2009-10	1

B. STUDENT CHARACTERISTICS

1. Enrollment Status:

Full-Time _____ 23
Three Quarter Time _____ 4
Half Time _____ 2
Less Than Half Time _____ 1

2. Educational Background:

High School Graduate _____ 20
G.E.D _____ 8
Students Transferring Hours _____ 11
Ability to Benefit _____ 2

3. Age Status:

Traditional _____ 26
Non-Traditional _____ 4

4. Residency Status:

In-State, In-County _____ 7
In-State, Out-of-County _____ 5
Out-of-State _____ 14
Rollover _____ 4

5. Exit Status:

Graduates of GCCC _____ 3
Non-Graduates of GCCC _____ 27

6. Exit Grade Point Average:

3.50 - 4.00 _____ 1
3.00 - 3.49 _____ 3
2.50 - 2.99 _____ 6
2.00 - 2.49 _____ 7
1.50 - 1.99 _____ 7
1.00 - 1.49 _____ 3
0.50 - 0.99 _____ 0
0.00 - 0.49 _____ 3

7. Major Area of Study:

Agriculture Equip Tech	1
Art	1
Athletic Training	1
Business Administration	2
Bus Sys/Networking/Telecomm	1
Education Elementary	2
General Education	12
Health, PE, Recreation	1
Office Technology	1
Physical Science	2
Practical Nursing	1
Pre-Nursing (4YR)	1
Psychology	2
Social Welfare	2

8. Campus Activities Involvement:

Art	1
Athletic Training	1
CATer (Career Technical Education Cohort Group)	13
Federal Work-Study	5
Football Participant	9
Men's Basketball	5
None	7
Student Support Services	4
TRAM (Men's Track)	1

(Some students had more than one involvement)

DEFAULT STUDY 2011 2YR Cohort

A. REPORTED DATA AND HISTORY

1. Borrowers in Default: 14
 Borrowers in Repayment: 313
 Dollars in Default: \$52,696
 Dollars in Repayment: \$1,467,376
 FY 2010 Default Rate: 4.4 %

2.

Fiscal Year	# of Borrowers Entering Repayment	# of Borrowers in Default	2YR Official Cohort Default Rate
1993	138	32	23.1%
1994	197	27	13.7%
1995	189	23	12.1%
1996	211	33	15.6%
1997	205	33	16%
1998	218	30	13.7%
1999	231	19	8.6%
2000	214	21	9.8%
2001	220	23	10.4%
2002	252	30	11.9%
2003	226	19	8.4%
2004	308	24	7.7%
2005	306	15	4.9%
2006	360	19	5.2%
2007	342	26	7.6%
2008	275	15	5.4%
2009	244	23	9.4%
2010	284	24	8.4%
2011	313	14	4.4%

3. Year of Loan:

2005-06	1
2006-07	0
2007-08	3
2008-09	4
2009-10	4
2010-11	2

B. STUDENT CHARACTERISTICS

1. Enrollment Status:

Full-Time 11
Three Quarter Time 1
Half Time 2

2. Educational Background:

High School Graduate 13
G.E.D 1
Students Transferring Hours 4
Ability to Benefit 0

3. Age Status:

Traditional 13
Non-Traditional 1

4. Residency Status:

In-State, In-County 2
In-State, Out-of-County 4
Out-of-State 7
Rollover 1

5. Exit Status:

Graduates of GCCC 1
Non-Graduates of GCCC 13

6. Exit Grade Point Average:

3.50 - 4.00 0
3.00 - 3.49 1
2.50 - 2.99 4
2.00 - 2.49 3
1.50 - 1.99 4
1.00 - 1.49 1
0.50 - 0.99 0
0.00 - 0.49 1

7. Major Area of Study:

Athletic Training	2
Business	1
Education-Early Childhood	1
Education Secondary	1
General Education	8
Social Welfare	2

8. Campus Activities Involvement:

Baseball	1
CATer (Career Technical Education Cohort Group)	3
Federal Work-Study	1
Football Participant	7
Men's Basketball	2
None	3
Student Support Services	5
Vocal	1

(Some students had more than one involvement)

FISCAL OPERATIONS REPORT AND APPLICATION TO PARTICIPATE (FISAP)

AWARD PERIOD	2010-2011	2011-2012	2012-2013
Number of Students (Undup Headcount)	3,172	2,899	3,192
Tuition and Fees	\$2,929,687	\$2,843,046	\$3,298,560
Pell Grant Expenditures	\$3,231,467	\$2,714,284	\$3,052,539
Academic Competitiveness Grant (ACG)**	\$121,477	n/a	n/a
State Grants & Scholarships	\$28,697	\$15,353	\$10,314
Eligible Aid Applicants	1,526	1,459	1,550
Number of FSEOG Recipients	122	149	137
FSEOG funds paid to recipients	\$42,429	\$47,146	\$49,472
Number FWS Recipients	60	65	66
FWS Earned Compensation	\$69,481	\$75,183	\$73,067
FWS Students Employed in Comm. Serv.Activities	12	12	12
FWS Share of Comm. Serv.Earned Compensation*	\$13,280	\$15,883	\$18,377
% of FWS Share Spent in Community Service	19.1%	21.1%	25.2%

FSEOG = Federal Supplemental Education Opportunity Grant

FWS = Federal Work Study

** ACG no longer funded after 2010-11

* Federal requirement is a minimum 7% utilized for Community Service Compensation