

July 10, 2015

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, July 14, 2015**. The meeting will be held in **Room 2024-2025 of the Student and Community Service Center**, Garden City Community College Campus.

5:00 PM Dinner in the President’s Conference Room, Student and Community Service Center
6:00 PM Regular board meeting called to order in Room 2024-2025 of the Student and Community Service Center

AGENDA

I. CALL TO ORDER:

- A. Oath of Office
- B. Comments from the Chair
- C. Open comments from the public (5 minutes per spokesperson)
- D. Introduction of new employees
- E. Report from Student Government Association
- F. Report from Faculty Senate

II. REPORTS:

- A. President’s Report

III. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (June 9, 2015, June 26, 2015).....pg. 4
- B. Approval of personnel actions-Human Resources.....pg. 13
 - B-1 Human Resources Report.....pg. 14
 - B-2 Adjunct/Outreach Contracts.....pg. 15
- C. Financial information.....pg. 21
 - C-1 Checks processed in excess of \$20,000.....pg. 22
 - C-2 Revenues.....pg. 23
 - C-3 Expenses.....pg. 25
 - C-4 Cash in Bank.....pg. 32
- D. Purchases over \$20,000
 - D-1 Purchase of Ellucian Software/ Student Portal.....pg. 33
 - D-2 Purchase of HP Process Servers.....pg. 35
- E. Approval of Community Day Care Agreement.....pg. 37
- F. Approval of Resolution 2015-03 Southwest Kansas (Region D) Multi Hazard, Multi-Jurisdictional Hazard Mitigation Plan.....pg. 42
- G. Approval of Neighborhood Revitalization.....pg. 44

IV. OTHER ACTION: Action

- A. Discussion of 2015-2016 budget
- B. Approval of 2015-2016 budget for publication **Action** pg. 46

ELECTION OF OFFICERS - BOARD OF TRUSTEES – 2015-2016

<u>Election of Officers</u>	<u>Incumbent</u>
A. Chairman.....	Merilyn Douglass
B. Vice Chairman.....	Jeff Crist
C. Clerk.....	Ron Schwartz
D. KACCT Co-Representatives.....	Ron Schwartz
E. Economic Development Corporation Representative.....	Ron Schwartz

Appointments

A. Secretary to the Board.....	Herbert J. Swender
B. Deputy Clerk.....	Debra J. Atkinson
C. College Treasurer.....	Dee Wigner
D. Designated Agent for KPERS.....	Dallas Crist
E. Alternate Designated Agents for KPERS.....	Dee Wigner

Depositor Designations:

- A. Primary Depository for 2015-2016
Commerce Bank
- B. Other Depositories for 2015-2016
Western State Bank
Valley State Bank
First National Bank of Garden City
Landmark National Bank
American State Bank
Garden City State Bank
State of Kansas Municipal Investment Fund

Professional Service Providers:

College Attorney	Randy Grisell
College Architect	Gibson Mancini Carmichael & Nelson P.A.

V. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS
 - Monitoring Report..... **Action**
 - A-1a- Monitoring Report – Annual, Mission.....pg. 47
 - A-1b-Annual, Essential Skills #1, #2, #3, #4.....pg. 48
 - A-1c-Annual, Budgeting/Financial Planning/Forecasting #1, #2, #4, #5.....pg. 53
 - A-1d-Annual, Financial Condition #1, #2, #3, #4.....pg. 56
 - A-1e-Quarterly, Executive Limitation #7, #8.....pg. 59
 - A-1f-Quarterly, Executive Limitation #5.....pg. 60
- B. Review Monitoring Report
 - B-1 Annual, Executive Limitations, Compensation/Benefits
 - B-2 Proposed Change to Capital Outlay Funds.....pg. 61
- C. Board Process and Policy Governance Review

VI. OTHER

- A. Incidental Information.....pg. 62
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT

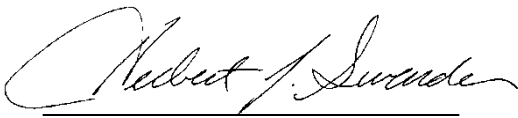
VII. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

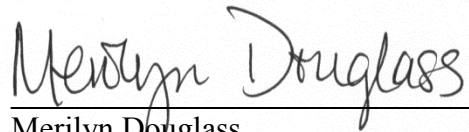
August 7	Faculty Report
August 11	GCCC Board of Trustee Meeting, 6:00 p.m.
August 17	Classes Begin
August 29	Broncbuster Football 1:00 p.m. at Highland Community College
September 7	No Classes/Offices Closed in Observance of Labor Day

IX. EXECUTIVE SESSION

X. 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
GARDEN CITY COMMUNITY COLLEGE**

June 9, 2015

Trustees Present: Merylyn Douglass, Jeff Crist, Melvin Neufeld, Terri Worf, Steve Sterling

Trustees Absent: Ron Schwartz

Others Present: Debra Atkinson, Deputy Clerk
Kale Baker, SGA President
Joel Erskin, NAU Campus Dean
Austin, Fisher, *Garden City Telegram*
Ivan Gutierrez, SGA Vice President
John Green, Assistant Director of Residence Life
Steve Martinez, Community Member
Wade Myatt, Residential Life Advisor
Ashton Neale, Assistant Softball Coach
Larry Pander, Fire Science Instructor/Faculty Senate Representative
Ryan Ruda, Vice President of Student Services/Athletic Director
Jeff Southern, IT Director
Tammy Tabor, Coordinator of Advising/SGA Co-Advisor
Kristi Tempel, Public Relations
Herbert Swender, President
Greg Unger, John Deere Ag Tech Instructor
Jerrad Webb, Director of Workforce

CALL TO ORDER:

Chair Douglass called the regular board meeting to order at 6:07 p.m.

HAPPENING AT GCCC:

Dr. Swender directed Trustee's attention to a PowerPoint presentation that represented the many activities and happenings at GCCC since the last GCCC Board of Trustee meeting. Student accomplishments, activities, campus visitors, and special events are provided monthly prior to each board meeting to give a visual update about what is happening in the GCCC campus community.

Dr. Swender stated at this time, that currently summer enrollment is at a 12 percent increase over the same date last year and that fall enrollment currently stands at a 4.5 % increase over this point last year. Dr. Swender credits enrollment increases to outstanding staff and their efforts in representing GCCC in quality and excellence.

COMMENTS FROM THE CHAIR:

Chair Douglass, introduced herself, and thanked everyone for attending the GCCC Board of Trustee meeting. Douglass reminded attendees that all were welcome to remain for the entire meeting or that participants could leave as their business was completed.

Chair Douglass took this opportunity to recognize and thank Steve Sterling for his service as a Trustee on the Garden City Community College board from 1999-2015. Chair Douglass expressed appreciation for Mr. Sterling's leadership, candor, wit, wisdom, and community involvement. Remaining Trustees added their thanks and appreciation.

Dr. Swender presented Mr. Sterling with a service award and a keepsake collage of photos of all the projects undertaken at the college during Mr. Sterling's tenure as a GCCC Trustee. Dr. Swender went on to express his thanks to Mr. Sterling for the many years of service to GCCC and for being an alum.

Mr. Sterling took a few moments to convey his appreciation for the honor of serving on the GCCC Board of Trustees. Sterling stated that he got his start as a student of GCCC and remains proud of the college, students, staff and faculty.

Chair Douglass presented and welcomed incoming Trustee, Steve Martinez. Martinez will be assuming his position as GCCC Trustee at the July board meeting.

Chair Douglass made the following comments:

- Chair Douglass noted that summer classes are underway.
- Chair Douglass shared that July 9 is a date under consideration for a board retreat. Additional information will be emailed to Trustees as it becomes available.

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 Student Services/Athletic Director, Ryan Ruda, introduced new GCCC employees, Wade Myatt, Residential Life Advisor, Ashton Neale, Assistant Softball Coach, and Greg Unger, John Deere Ag Tech Instructor.

Dr. Swender welcomed all new GCCC employees and presented each with a GCCC Broncbuster lapel pin.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Tammy Tabor, Coordinator of Advising/SGA Co-Advisor, took this opportunity to introduce newly elected Student Government Association officers. Incoming President for the fall semester is Kale Baker, and Vice President Ivan Gutierrez. Both Baker and Gutierrez stated that they are very excited to serve as SGA officers and look forward to working together to make a difference at GCCC.

Chair Douglass thanked Baker and Gutierrez for choosing to become leaders for GCCC and went on to say that GCCC Board of Trustees support SGA and very much appreciate the monthly reports.

REPORT FROM FACULTY SENATE:

Larry Pander, Fire Science Instructor/Faculty Senate Representative, reported that several technical programs will be highlighted in an upcoming television campaign, highlighting student experiences and new and expanding programs. The commercial was shot by the local KSN studio and featured Fire Science, Culinary and Nursing. Pander extended his thanks to Tori Dreyer and Kristi Tempel for making the arrangements and assisting with the logistics.

Several sixth grade Educational Talent Search students spent the day exploring educational opportunities with Fire Science and several other technical programs.

NAU REPORT:

National American University campus dean, Dr. Joel Erskin, is pleased to report that NAU has approximately 120 students will soon be enrolled in NAU classes and that the first face to face classes (five) will begin with the 2015 fall semester. Work continues to present GCCC/NAU opportunities to high school students and community members. As of June 20 NAU will be an official full campus accredited by the Higher Learning Commission.

PRESIDENT'S REPORTS:

Enrollment

Fall and summer enrollments continue. Currently, summer enrollment is at 3,988 credit hours which is a 12% increase over the same date last year. Fall enrollment currently stands at 10,228 credit hours which represents a 4.5% increase over this point last year. Dr. Swender stated that the combined efforts of faculty and staff are what makes the difference in enrollment.

Residential Life

Residential Life construction continues to be progressing. Student housing is nearing capacity for June and July between summer school and camps. Fall numbers are currently at 334 students with housing information submitted. It is anticipated that there will be 460 on-campus resident students for fall semester.

Athletics:

Various athletic programs are holding youth, team and skills camps throughout June and July.

GCCC hosted the 1A regional track meet on May 22nd at the Broncbuster Athletic Complex. This was the first large event hosted at the facility, it went very well. This was great practice for hosting the KJCCC Region VI Outdoor Track meet in spring 2016. Dr. Swender commended Athletic Director, Ryan Ruda and the athletic department on the work done to bring this event to GCCC.

Commercial:

Dr. Swender expressed his excitement and appreciation to the individuals involved in the upcoming television commercial.

Student Athlete GPA's

Dr. Swender reported that there were six athletic programs that represented a GPA above 3.0 in the fall semester. There were seven programs which had above a 3.0 in the spring and overall for the year there were five programs with above a 3.0 cumulatively. For 2014-15, the overall GPA for all athletic teams together was a 2.84. This is well above the 2.50 needed for transfer to Division I and II institutions. This is an example of winning programs. Dr. Swender thanked Athletic Director Ryan Ruda and the athletic staff.

Legislative Update:

No decisions on a tax plan. Frustrating as more factors come into play.

Dr. Swender stated funding public education is different than funding in higher education. Some institutions are more dependent on state funding than others. GCCC's biggest challenge is the low revenues from oil and gas valuations.

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 III-A-F.

Motion:

Sterling moved, seconded by Crist to approve consent agenda items, III-A-F as presented.

There was separate discussion and clarification regarding items (D-2) Furniture for Residence Life; and, item (F) Beth Tedrow Student Center and Athletic Complex Lobby Renovation contingency funds. Following discussion the question was called and a vote was taken.

Ayes: Crist, Douglass, Neufeld, Worf, Sterling

Nays: None

Motion carried: 5-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (May 12, 2015)

(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

D-1 Ellucian Annual Maintenance Agreement
Vendor: Ellucian (previously Datatel)
For: Annual maintenance renewal fee for FY 16
Amount: \$244,057

(Supporting documents filed with official minutes.)

D-2 Furniture for Residence Life
Vendor: Leeder Furniture
For: Wardrobe Units for new student housing
Amount: \$37,120

(Supporting documents filed with official minutes.)

D-3 Washers and Dryers for Residence Life
Vendor: Commercial Laundry Sales & Service
For: Washers and Dryers
Amount: \$24,823.11

(Supporting documents filed with official minutes.)

D-4 Worker's Compensation Insurance
Vendor: Kansas Association of School Boards (KASB)
For: Renewal Proposal for Worker's Compensation Insurance
Amount: \$54,498

(Supporting documents filed with official minutes.)

D-5 Property Insurance
Vendor: IMA
For: Property and Casualty Insurance Coverage
Amount: \$114,198

(Supporting documents filed with official minutes.)

D-6 Welding Lab (New Equipment)

Vendor/For/Amount:

<u>Lampton Welding</u>	
Steel Tubing Bender	\$12,655.00
Downdraft CNC Plasma Table	\$57,500.00
<u>Airgas</u>	
Hydraulic Press Bake	\$35,950.00
Hydraulic Shear	\$42,400.00
Large Capacity CFM Air Compressor	\$ 7,489.00
<u>Matheson Tri-Gas</u>	
Stationary Band Saw	\$ 5,850

Funding: U.S. Department of Labor Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant (Kan Train Grant)

(Supporting documents filed with official minutes.)

D-7 Bobcat Skid-Steer Loader
Vendor: Kansas State Contract (White Star Machinery)
For: S650 T4 Bobcat Skid-Steer Loader
Amount: \$ 26,425.71 (\$39,425.71 less the trade value of the old loader at \$13,000)

(Supporting documents filed with official minutes.)

(E) APPROVED RESCISSION OF RESOLUTION 2015-02

**(F) APPROVED BETH TEDROW STUDENT CENTER AND ATHLETIC COMPLEX LOBBY
RENOVATION CONTINGENCY FUNDS**

EXECUTIVE SESSION:

Motion:

Worf moved, seconded by Sterling that the board go into a thirty minute executive session at 7:00 p.m. for the purpose of discussing personnel matters of non-elected personnel.

Ayes: Crist, Douglass, Neufeld, Worf, Sterling

Nays: None

Motion carried: 5-0

Persons included in executive session:

GCCC Board of Trustees

Executive Vice President, Dee Wigner

Trustee Elect, Steve Martinez

At 7:30 p.m. Trustees requested an additional ten minutes.

Board recessed briefly at 7:45 p.m. and meeting reconvened into open session at 7:50 p.m.

No action was taken.

Motion:

Worf moved, seconded by Crist that the board go into a fifteen minute executive session at 7:52 p.m. for the purpose of discussing personnel matters of non-elected personnel.

Ayes: Crist, Douglass, Neufeld, Worf, Sterling

Nays: None

Motion carried: 5-0

Persons included in executive session:

GCCC Board of Trustees

President, Herbert J. Swender

Executive Vice President, Dee Wigner

Trustee Elect, Steve Martinez

Board reconvened into open session at 8:07 p.m.

ACTION:

After discussion conducted in the executive session the following motion was made.

Motion:

Crist moved, seconded by Sterling to approve a contract through 2018 for Herbert J. Swender as president, including a base salary increase equal to any 2015-16 staff and faculty salary increase, and an increase to retirement contribution.

Trustees took this opportunity to express that GCCC is fortunate to have Dr. Swender as President at our institution. Dr. Swender is meeting the ends provided by the Board. Trustees went on to say that Dr. Swender is a visionary that promotes education and does not micro manage and he accomplishes the ends for which he is charged. No other Kansas community college has collected the accolades that Garden City Community College has in the time since Dr. Swender began his tenure.

(Accolades listed below)

- GCCC was recently named the 2014 Outstanding College of the Year by the Rural Community College Alliance.
- GCCC was named to Aspen Institute’s top 10% of community colleges in America for 2015. This marks the third consecutive year to honor making this list in 2011 and 2013 (list is published every 2 years).
- GCCC ranked #31 in the list of the top community colleges in the nation by “The 50 Best Community Colleges”.
- CNN Money ranked GCCC among the top 24 community colleges in the nation
- Military Advanced Education named GCCC “Military Friendly” for 2014. This is the third time in three years to be honored with this designation.
- GCCC is in the 50 most affordable community colleges in America. GCCC was ranked #13 by affordablecolleges.com.

GCCC experienced the largest enrollment increase in Kansas for Community Colleges in 2014 with a 7% increase. Progress of GCCC is reflected by these events and under the leadership of Dr. Swender.

Ayes: Crist, Douglass, Neufeld, Worf, Sterling

Nays: None

Motion carried: 5-0

Dr. Swender thanked the Board for their continued support and confidence and on behalf of his family and himself expressed his grateful appreciation.

OTHER ACTION:

Buffalo Dunes Golf Course Agreement:

The GCCC golf team uses the Buffalo Dunes Golf Course for practice and tournaments. The previous agreement has expired. There is no change in the annual payment of \$1,000 to the golf course.

Motion:

Sterling moved, seconded by Crist to approve the Buffalo Dunes Golf Course Agreement as presented.

Ayes: Crist, Douglass, Neufeld, Worf, Sterling

Nays: None

Motion carried: 5-0

MONITORING REPORTS and ENDS REPORTS:

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

- Executive Limitation Annual, Compensation and Benefits #1, #2, #3

Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

- Executive Limitation, General Executive Constraints # 9, #10

No change indicated.

- Executive Limitation, Treatment of People # 1, #2, #3, #4, #5

Review of the above report resulted in the following change.

- Preamble shall read as follows:
 “With respect to treatment of students, **employees** (changed from staff), volunteers and the community, dealings shall not be inhumane, unfair, or undignified.”

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

No report was given.

REPORT FROM KACCT/COP:

No report was given.

OWNERSHIP LINKAGE:

The community has indicated to Trustees how impressed they are with head football coach Jeff Sims. Coach Sims stresses discipline on and off the field and it is reflected in the academic success of GCCC athletes. GCCC is striving toward winning programs, which in turn builds personal character and responsibility.

Motion:

Worf moved, seconded by Crist to adjourn the meeting of the Garden City Community College Board of Trustee meeting.

Ayes: Crist, Douglass, Neufeld, Worf, Sterling

Nays: None

Motion carried: 5-0

Meeting adjourned 8:40 p.m.

UPCOMING CALENDAR EVENTS:

- July 9 GCCC Board Retreat
- July 14 Regular monthly meeting – Dinner 5:00 p.m., President’s Conference Room, call to order 6:00 p.m. SCSC room 2024-2025
- August 7 Faculty Report
- August 11 Regular monthly meeting-Dinner 5:00 p.m., President’s Conference Room, call to order 6:00 p.m., SCSC room 2020-2025
- August 17 Fall Classes Begin
- September 7 No Classes/Offices Closed in Observance of Labor Day

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Dr. Marilyn Douglass
Chair of the Board

SPECIAL MEETING OF TRUSTEES
OF
GARDEN CITY COMMUNITY COLLEGE

Friday, June 26, 2015

Trustees Present: Jeff Crist, Dr. Marilyn Douglass, Melvin Neufeld, Ron Schwartz, Terri Worf

Trustees Absent: Steve Sterling

Others Present: Debra Atkinson, Deputy Clerk
Austin Fisher, Telegram
Ryan Ruda, Vice President of Student Services
Kristi Tempel, Director of Marketing GCCC/NAU
Dr. Herbert Swender, President
Jerrad Webb, Director of Workforce
Dee Wigner, Executive Vice President

The Board of Trustees met in special session on June 26, 2015, in the President's Conference room of the Student and Community Service Center building.

CALL TO ORDER:

Chair Douglass called the meeting to order at approximately 7:25 a.m.

ACTION ITEM:

Chair Douglass stated that two items have been presented for action.

II-A Athletic Insurance

II-B Purchase of Welding Air Handling Collection System

After appropriate discussion Chair Douglass asked for a motion approving agenda items:

Motion:

Schwartz moved, seconded by Crist that Garden City Community College Board of Trustees approve consent agenda items II- A Athletic Insurance and II-B Purchase of Welding Air Handling Collection System as presented.

Ayes: 5

Nays: 0

Approved actions follow:

(A) APPROVED ATHLETIC INSURANCE

Vendor: Keller Leopold Agency, Inc

For: Athletic Insurance, basic and catastrophic

Amount: \$128,047

(Supporting documents filed with official minutes.)

(B) Welding Ventilation/Collector

Vendor: Dick Construction
For: Welding Air Handling Collection System
Amount: \$144,000
(Supporting documents filed with official minutes.)

ADJOURNMENT:

Meeting adjourned at 7:41 a.m.

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
Secretary

Dr. Marilyn Douglass
Chair of the Board

Agenda No: III-B

Date: July 14, 2015

**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:



July 7, 2015

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

New Hire

Ta'Shia Phillips, Super Circuit/Women's Basketball Coach, effective July 6, 2015
Taylor Jones, Super Circuit/Men's Basketball Coach, effective June 26, 2015
Jordan Altman, Assistant Men's Basketball Coach, effective July 13, 2015

Separations

Erinn Reyes, Administrative Assistant to the Vice President of Instructional Services, effective June 25, 2015

Retirements

Transfers/Promotions

Melinda Harrington, transfer from Assistant Director of Financial Aid to Director of Financial Aid effective August 1, 2015
Jill Lucas, transfer from Financial Aid Advisor to Assistant Director of Financial Aid effective August 1, 2015
John Rutherford, transfer from Super Circuit/Women's Basketball to Assistant Women's Basketball Coach effective July 1, 2015
Annette Waetzig, Human Resources Secretary to Residential Life Office Manager effective June 15, 2015

Vacancies

Webmaster
Computer Technician
English Instructor
Math Instructor
Nursing Instructor
Financial Aid Advisor
Director of Human Resources
Maintenance Technician

Diversity Recruitment Opportunity

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

**GARDEN CITY COMMUNITY COLLEGE
PAYMENTS TO OUTREACH COORDINATORS
SUMMER SEMESTER 2015
Presented to Payroll for Payment 7/24/15**

Location	Coordinator	Total Student Cr. Hr.	Rate of Pay	Salary	Contract Totals
Dighton/ Healy	Debra D. Dowell	40	\$7.57/cr. hr.	\$ 302.80 <u>200.00</u> Base	\$ 502.80
Lakin	Jennifer L. Bachman		\$6.15/cr. hr.	\$ <u>200.00</u> Base	\$ -----
TOTAL OUTREACH COORDINATOR PAYMENTS					\$
11-00-0000-42002-5160					

**GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Payroll for 7/24/15)**

INSTRUCTOR	CLASS	AMOUNT
Alexander, Clinton	Meats For The Consumer (ANSI-133-50) 3 credit hour(s) @ \$950.00/hour 6/1 – 8/14/15	\$ 2,850.00 \$ 2,850.00
Abeyta, Meghan (Team-teaching w/ G. Hinde & M. Horn)	Cosmetology II (COSM-112A-01) 2.66 credit hour(s) x \$570.00/hour 6/1 – 7/24/15	\$ 1,516.20
Abeyta, Meghan (Team-teaching w/ G. Hinde & M. Horn)	Cosmetology III (COSM-113-01) Pro-rated: 3/8 x \$570.00/hour x 2.66 credit hour(s) 6/1 – 7/24/15	\$ 568.58
Babcock, Dallas (Team-teaching w/ W. Blackburn)	Industrial NH3 Technician I (INPR-213-01) 1 credit hour(s) x \$750.00/hour 6/1 – 6/5/15	\$ 750.00
Babcock, Dallas (Team-teaching w/ W. Blackburn)	Industrial NH3 Operator II (INPR-212-01) 1.5 credit hour(s) x \$750.00/hour 6/8 – 6/12/15	\$ 1,125.00
Babcock, Dallas (Team-teaching w/ W. Blackburn)	Industrial NH3 Refrig Oper I (INPR-211-01) 1.5 credit hour(s) x \$750.00/hour 6/15 – 6/19/15	\$ 1,125.00
Blackburn, Wayne (Team-teaching w/ D. Babcock)	Industrial NH3 Technician I (INPR-213-01) 2 credit hour(s) x \$750.00/hour 6/1 – 6/5/15	\$ 1,500.00
Blackburn, Wayne (Team-teaching w/ D. Babcock)	Industrial NH3 Operator II (INPR-212-01) 1.5 credit hour(s) x \$750.00/hour 6/8 – 6/12/15	\$ 1,125.00
Blackburn, Wayne (Team-teaching w/ D. Babcock)	Industrial NH3 Refrig Oper I (INPR-211-01) 1.5 credit hour(s) x \$750.00/hour 6/15 – 6/19/15	\$ 1,125.00

Busz, Ryan	Lifetime Fitness (HPER-121-03) 2 credit hour(s) @ \$500.00/hour 06/15 – 07/24/15	\$ 1,000.00
Carr, Stacey	Interpersonal Communications I (SPCH-113-30) 3 credit hour(s) @ \$675.00/hour 6/5 – 6/13/15	\$ 2,025.00
Cervantes, Mary	Survey of Civilization II (HIST-102-01) 3 credit hour(s) @ \$750.00/hour 6/15 – 6/25/15	\$ 2,250.00
Cervantes, Mary	Survey of Civilization II (HIST-102-02) 3 credit hour(s) @ \$750.00/hour 06/29 – 07/09/15	\$ 2,250.00
Chandler, Holly	College Reading (READ-101-30) Pro-rated: 7/8 x \$675.00/hour x 3 credit hour(s) 6/8 – 7/15/15	\$ 1,771.88
Crain, Terry	PSM/RMP for NH3 Operations (INPR-216-01) Pro-rated: 6/8 x \$675.00/hour x 3 credit hour(s) 6/1 – 6/5/15	\$ 1,518.75
Crain, Terry (Team teaching with R. Harbin)	Workforce Aid Industrial Maint (INPR-135-01) 6 credit hours @ \$675.00/hour 06/15 – 08/07/15	\$ 4,050.00
Crawford, Jennifer	General Physical Science (PHSC-105-30) 5 credit hour(s) @ \$750.00/hour 06/22 – 07/24/15	\$ 3,750.00
Delgado, Dan	Understanding New Testament (LITR-231-01) 3 credit hour(s) @ \$500.00/hour 6/15 – 6/25/15	\$ 1,500.00
Ellington-Ellis, Donte	Lifetime Fitness (HPER-121-04) 2 credit hour(s) @ \$500.00/hour 6/15 – 7/24/15	\$ 1,000.00
Ferguson, Jean	ESL Academic Vocabulary (LANG-205-01) (Combined w/ ARTS-201-01) Pro-rated: 5/8 x \$950.00/hour x 3 credit hour(s) 6/8 – 7/17/15	\$ 1,781.25
Greathouse, Lachele	Intro Computer Concepts & Appl (CSCI-110-02) 3 credit hour(s) @ \$950.00/hour 06/29 – 07/09/15	\$ 2,850.00
Greathouse, Lachele	Intro Computer Concepts & Appl (CSCI-110-50) 3 credit hour(s) @ \$950.00/hour 6/8 – 7/17/15	\$ 2,850.00
Harbin, Renee	Introduction to Business (BSAD-101-50) Pro-rated: 7/8 x \$750.00/hour x 3 credit hour(s) 5/18 – 7/31/15	\$ 1,968.75
Harbin, Renee	Business Internship (BSAD-126-50) Pro-rated: 2/8 x \$750.00/hour x 3 credit hour(s) 5/18 – 7/10/15	\$ 562.50
Harbin, Renee (Team teaching with T. Crain)	Workforce Aid Industrial Maint (INPR-135-01) 1 credit hours @ \$750.00/hour 06/15 – 08/07/15	\$ 750.00
Hernandez, Sheena	English I (ENGL-101-30) 3 credit hour(s) @ \$675.00/hour 6/8 – 7/17/15	\$ 2,025.00

Hernandez, Sheena	Intermediate English*** (ENGL-091-30) 3 credit hour(s) @ \$675.00/hour 6/8 – 7/17/15	\$ 2,025.00
Hinde, Guillermina (Team-teaching w/ M. Abeyta & M. Horn)	Cosmetology II (COSM-112A-01) 2.66 credit hour(s) x \$675.00/hour 6/1 – 7/24/15	\$ 1,795.50
Hinde, Guillermina (Team-teaching w/ M. Abeyta & M. Horn)	Cosmetology III (COSM-113-01) Pro-rated: 3/8 x \$675.00/hour x 2.66 credit hour(s) 6/1 – 7/24/15	\$ 673.31
Hoover, Brogan	General Psychology (PSYC-101-30) 3 credit hour(s) @ \$675.00/hour 6/8 – 6/26/15	\$ 2,025.00
Hoover, Brogan	General Psychology (PSYC-101-02) 3 credit hour(s) @ \$675.00/hour 06/26 – 07/09/15	\$ 2,025.00
Hoover, Kevin	Certified Nurse Aide Lab (HELR-102L-LK) 2 credit hour(s) @ \$500.00/hour 06/08 – 07/28/15	\$ 1,000.00
Hoover, Kevin	Certified Nurse Aide Lab (HELR-102L-LKA) 2 credit hour(s) @ \$500.00/hour 06/08 – 07/28/15	\$ 1,000.00
Hoover, Kevin	Nursing Home Med Aide Lab (HELR-103L-LK) 2 credit hour(s) @ \$500.00/hour 06/10 – 07/30/15	\$ 1,000.00
Hoover, Kevin	Nursing Home Med Aide Lab (HELR-103L-LKA) 2 credit hour(s) @ \$500.00/hour 06/10 – 07/30/15	\$ 1,000.00
Hoover, Kevin	Certified Nurse Aide (HELR-1023-LK) 3 credit hour(s) @ \$500.00/hour 06/08 – 07/28/15	\$ 1,500.00
Hoover, Kevin	Nursing Home Med. Aide (HELR-1033-LK) 3 credit hour(s) @ \$500.00/hour Lab = \$400.00 06/10 – 07/30/15	\$ 1,900.00
Horn, Mia (Team-teaching w/ M. Abeyta & G. Hinde)	Cosmetology II (COSM-112A-01) 2.66 credit hour(s) x \$750.00/hour 6/1 – 7/24/15	\$ 1,995.00
Horn, Mia (Team-teaching w/ M. Abeyta & G. Hinde)	Cosmetology III (COSM-113-01) Pro-rated: 3/8 x \$750.00/hour x 2.66 credit hour(s) 6/1 – 7/24/15	\$ 748.13
Hutcheson, Tammy	Introduction to Sociology (SOC1-102-91) 3 credit hour(s) @ \$750.00/hour 6/12 – 6/28/15	\$ 2,250.00
Kemper, Mary	English II (ENGL-102-30) 3 credit hour(s) @ \$500.00/hour 6/8 – 7/17/15	\$ 1,500.00
Lamb, Colin (Team-teaching w/ R. Ruda)	Teamleading/Collab Leadership (PSYC-206-50) Pro-rated: 5/8 x \$500.00/hour x 1.5 credit hour(s) 6/1 – 6/26/15	\$ 468.75
Lamb, Colin (Team-teaching w/ R. Ruda)	Teamleading/Collab Leadership (PSYC-206-31) 1.5 credit hour(s) @ \$500.00/hour 6/1 – 6/26/15	\$ 750.00

Lamb, Winsom	Introduction to Sociology (SOC1-102-02) 3 credit hour(s) @ \$570.00/hour 06/29 – 07/09/15	\$ 1,710.00
Long, Charles	Business Ethics (BSAD-220-01) 3 credit hour(s) @ \$500.00/hour 6/15 – 6/25/15	\$ 1,500.00
Long, Charles	Business Ethics (BSAD-220-60) 3 credit hour(s) @ \$500.00/hour 6/15 – 7/10/15	\$ 1,500.00
Luna Ramos, Luis	Intro Computer Concepts & Appl (CSCI-110-01) 3 credit hour(s) @ \$675.00/hour 6/15 – 6/25/15	\$ 2,025.00
Marcy, Charles	Principles of Econ: Macro (ECON-111-31) 3 credit hour(s) @ \$750.00/hour 6/8 – 7/17/15	\$ 2,250.00
Martin, Jason	Lifetime Fitness (HPER-121-02) 2 credit hour(s) @ \$500.00/hour 06/15 – 07/24/15	\$ 1,000.00
McAllister, James	Music History And Appreciation (MUSC-108-30) 3 credit hour(s) @ \$850.00/hour 6/8 – 7/17/15	\$ 2,550.00
McCallum, Brian	Ceramics on the Wheel (ARTS-113-01) (Combined w/ ARTS-201-01) Pro-rated: 6/8 x \$950.00/hour x 3 credit hour(s) 5/18 – 7/31/15	\$ 2,137.50
McCallum, Brian	Art Appreciation (ARTS-120-01) 3 credit hour(s) @ \$950.00/hour 6/15 – 6/25/15	\$ 2,850.00
McFee, Dan	Karate/Self Defense (Beg) (HPER-161B-90) (Combined w/ HPER-161A-90) 2 credit hour(s) @ \$500.00/hour 6/2 – 7/23/15	\$ 1,000.00
Pollart, Susan	College Success (PCDE-101-03) 1 credit hour(s) @ \$500.00/hour 06/15 – 07/24/15	\$ 500.00
Rodenbur, Leonard	American Government (POLS-105-31) 3 credit hour(s) @ \$675.00/hour 6/15 – 7/2/15	\$ 2,025.00
Roth, Kitra	Certified Nurse Aide Lab (HELR-102L-01) 2 credit hour(s) @ \$500.00/hour 06/08 – 07/31/15	\$ 1,000.00
Roth, Kitra	Certified Nurse Aide Lab (HELR-102L-01A) 2 credit hour(s) @ \$500.00/hour 06/08 – 07/31/15	\$ 1,000.00
Roth, Kitra	Certified Nurse Aide (HELR-1023-01) 3 credit hour(s) @ \$500.00/hour 06/08 – 07/31/15	\$ 1,500.00
Ruda, Ryan	Substance Abuse (HPER-107-60) 3 credit hour(s) @ \$500.00/hour 6/15 – 7/10/15	\$ 1,500.00

Ruda, Ryan (Team-teaching w/ C. Lamb)	Teamleading/Collab Leadership (PSYC-206-50) Pro-rated: 5/8 x \$500.00/hour x 1.5 credit hour(s) 6/1 – 6/26/15	\$ 468.75
Ruda, Ryan (Team-teaching w/ C. Lamb)	Teamleading/Collab Leadership (PSYC-206-31) 1.5 credit hour(s) @ \$500.00/hour 6/1 – 6/26/15	\$ 750.00
Salazar, Nicholas	English I (ENGL-101-60) 3 credit hour(s) @ \$500.00/hour 6/15 – 7/10/15	\$ 1,500.00
Sims, Jeffrey	Lifetime Fitness (HPER-121-01) 2 credit hour(s) @ \$500.00/hour 06/15 – 07/24/15	\$ 1,000.00
Sims, Jeffrey	College Success (PCDE-101-02) 1 credit hour(s) @ \$500.00/hour 06/15 – 07/24/15	\$ 500.00
Sims, Jeffrey	College Success (PCDE-101-04) 1 credit hour(s) @ \$500.00/hour 06/15 – 07/24/15	\$ 500.00
Sims, Lecia	Intro to Anthropology (SOC1-105-01) 3 credit hour(s) @ \$500.00/hour 6/15 – 6/25/15	\$ 1,500.00
Steinle, Nathan	John Deere Air Quality Systems (JDAT-105-01) 2 credit hour(s) x \$750.00/hour 6/1 – 7/24/15	\$ 1,500.00
Steinle, Nathan	Agricultural Power Trains II (JDAT-122-01) 3 credit hour(s) x \$750.00/hour 6/1 – 7/24/15	\$ 2,250.00
Steinle, Nathan	Agricultural Electric Sys III (JDAT-214-02) 3 credit hour(s) x \$750.00/hour 6/1 – 7/24/15	\$ 2,250.00
Unger, Gregory	John Deere Air Quality Systems (JDAT-105-02) 2 credit hour(s) x \$850.00/hour 6/1 – 7/24/15	\$ 1,700.00
Unger, Gregory	Agricultural Power Trains II (JDAT-122-02) 3 credit hour(s) x \$850.00/hour 6/1 – 7/24/15	\$ 2,550.00
Unger, Gregory	Agricultural Electric Sys III (JDAT-214-02) 3 credit hour(s) x \$850.00/hour 6/1 – 7/24/15	\$ 2,550.00
Venjohn, Cindy	Agriculture Internship (SUM) (AGRI-121-01) Pro-rated: 6/8 x \$570.00/hour x 4 credit hour(s) 5/18 – 8/14/15	\$ 1,710.00
Wenzel, Leslie	College Algebra (MATH-108-60) 3 credit hour(s) @ \$750.00/hour 06/15 – 07/24/15	\$ 2,250.00
Wenzel, Leslie	College Success (PCDE-101-01) 1 credit hour(s) @ \$750.00/hour 06/15 – 07/24/15	\$ 750.00
Whitehill, Judy	Human Sexuality (SOC1-104-01) 3 credit hour(s) @ \$500.00/hour 06/29 – 07/09/15	\$ 1,500.00
TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS		\$ 120,519.85

**GARDEN CITY COMMUNITY COLLEGE
FACULTY CONTRACTS FOR NON-CREDIT CLASSES
(Presented to Payroll for Payment 7/24/15)**

INSTRUCTOR	CLASS	AMOUNT
Hopkins, Danny	OSHA 10-Hour General Safety (OSHA100-01) 10 contact hour(s) @ \$70.00/hour 14-00-8004-31000-5270 6/18 - 6/19/15	\$ 700.00
Huth, Jacob	Grilling (CULA132-01) 3 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 6/27/15	\$ 90.00
Luna Ramos, Luis	Excel Fundamentals (COMP301-04) 8 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 6/29 - 6/30/15	\$ 240.00
Morphew, Jamie	Quickbooks Fundamentals (COMP701-04) 8 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 6/9 - 6/10/15	\$ 240.00
TOTAL NON-CREDIT FACULTY CONTRACTS		\$ 1,270.00

Agenda No: III-C

Date: July 14, 2015

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) 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

July 2015

Purchases over \$20,000 requiring bid sheets

- Check #241795 to Zones for \$34,399.92 for laptops and cart for mobile classroom. This purchase was approved at the April 14, 2015 board meeting.
- Check #242247 to CDW Government Inc. for \$21,950.00 for various invoices including one for maintenance renewal which had a bid sheet indicating single source provider.

Payments over \$20,000 not requiring bid sheets

- Check #241539 to Commerce Bank for \$310,804.44 to purchase property at 2016 E. Spruce. The Board approved this purchase at the May 12, 2015 Board meeting.
- Check #241540 to Prairie Chapel Management for \$200,000.00 for April 28, 2015 professional services.
- Check #241747 to City of Garden City for \$52,491.46 for May utilities.
- Check #241750 to Commerce Bank for \$59,651.54 for various purchase card purchases.
- Check #241753 to Dick Construction for \$79,906.00 for payment of remodel of the welding lab at 1802 Spruce. The Board approved this project at the May 12, 2015 board meeting.
- Check #241768 to GMCN Architects for \$33,730.48 for architectural services of the welding lab remodel.
- Check #241784 to Pearson Education for \$23,929.46 for textbooks for the bookstore.
- Check #241901 to Dick Construction for \$111,110.00 for partial payment of remodel of athletic complex lobby and Beth Tedrow Student Center. This project was approved at the May 12, 2015 board meeting.
- Check #241909 to GMCN Architects for \$30,629.00 for architectural services for athletic complex remodel.
- Check #242020 to Blue Cross & Blue Shield for \$93,302.84 for employee health insurance premiums.
- Check #242061 to EduKan for \$47,265.00 for Summer 2015 Session 1 tuition and resource fees.
- Check #242237 to Commerce Bank for \$345,000.00 for a cashier's check to purchase 2011 MCI Bus. The Board approved this purchase at the February 17, 2015 Board meeting.
- Check #242252 to Commerce Bank for \$36,220.81 for various purchase card purchases.
- Check #242256 to Dick Construction for \$579,553.53 for partial payment on remodeling projects in the athletic complex, welding lab and Beth Tedrow Student Center. All projects were previously approved by the Board.
- Check #242260 to EduKan for \$69,355.00 for Summer 2015 Session 2 and 3 tuition and resource fees.
- Check #242273 to Great Western Dining for \$79,225.37 for multiple invoices.
- Check #242287 to Lee Construction, Inc. for \$223,345.00 for partial payment on the Saffell parking lot replacement. The Board previously approved this project.

Fiscal Year: 2015

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	54,395.00-	2,002,669.47-	1,950,000.00-	52,669.47	2.69-
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	69,708.00-	362,948.00-	275,000.00-	87,948.00	31.97-
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	20,881.00-	119,942.00-	75,000.00-	44,942.00	59.91-
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	3,980.00-	104,478.00-	65,000.00-	39,478.00	60.73-
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	19,287.00-	366,639.00-	345,000.00-	21,639.00	6.26-
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	1,990.00-	52,239.00-	42,000.00-	10,239.00	24.37-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	1,091.04-	53,544.83	50,000.00	3,544.83-	7.08-
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	276.00-	14,168.00-	27,000.00-	12,832.00-	47.53
11-00-0000-00000-4014 TUITION BORDER STA	0.00	28,152.00-	309,373.00-	225,000.00-	84,373.00	37.49-
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	3,710.00-	12,355.00-	10,000.00-	2,355.00	23.54-
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	150.00-	7,840.00-	10,000.00-	2,160.00-	21.60
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	680.00-	9,825.00-	10,000.00-	175.00-	1.75
11-00-0000-00000-4512 VENDING MACHINES :	0.00	337.40-	4,828.87-	10,000.00-	5,171.13-	51.71
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	0.00	17,700.00-	25,000.00-	7,300.00-	29.20
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,657,548.00-	1,691,376.00-	33,828.00-	2.00
11-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	0.00	0.00	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	3,699,888.97-	10,176,089.37-	10,300,000.00-	123,910.63-	1.20
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	140,644.12-	733,370.11-	600,000.00-	133,370.11	22.22-
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	1,765.54-	8,038.85-	6,000.00-	2,038.85	33.97-
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	52,888.51-	210,582.45-	150,000.00-	60,582.45	40.38-
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	80,893.01-	120,004.30-	100,000.00-	20,004.30	19.99-
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	14,229.65-	5,000.00-	9,229.65	184.58-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	2,957.51-	17,613.65-	20,000.00-	2,386.35-	11.93
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	5.37	10,000.00-	10,005.37-	100.05
11-00-0000-00000-4813 D/S TRANSFER : GEN	0.00	0.00	2,846.24-	0.00	2,846.24	0.00
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	47,894.24-	148,408.99-	0.00	148,408.99	0.00
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	1,282.99-	6,141.40-	0.00	6,141.40	0.00
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	51,916.90	0.00	51,916.90-	0.00
11-00-0000-00000-4817 NEIGH REVT : GENER	0.00	874.97	6,871.01	0.00	6,871.01-	0.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	1,041.36-	12,263.82-	35,000.00-	22,736.18-	64.96
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	1,272.00-	4,843.50-	0.00	4,843.50	0.00
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	6,446.93-	90,642.14-	110,000.00-	19,357.86-	17.60
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	1,074.48-	167,464.44-	150,000.00-	17,464.44	11.63-
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	1,344.94-	14,791.08-	15,000.00-	243.92-	1.63
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,343,584.00-	1,343,584.00	100.00
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	425,000.00-	425,000.00-	100.00
=====						
Totals for FUND: 11 - GENERAL	35.00	4,243,157.07-	16,657,545.22-	15,312,792.00-	1,344,718.22	8.77-
=====						
12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	7,357.00-	139,285.00-	125,000.00-	14,285.00	11.42-
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	32,448.00-	337,387.00-	250,000.00-	87,387.00	34.94-
12-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	0.00	0.00	20,000.00-	20,000.00-	100.00
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	70.00-	7,210.00-	5,000.00-	2,210.00	44.19-
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	992,672.00-	1,012,931.00-	20,259.00-	2.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	110,928.00-	265,068.00-	245,000.00-	20,068.00	8.18-
12-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	0.00	104.01-	0.00	104.01	0.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,343,584.00-	1,343,584.00-	100.00
=====						
Totals for FUND: 12 - PTE FUND	0.00	150,803.00-	1,741,726.01-	3,001,515.00-	1,259,788.99-	41.97

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	187,467.77-	515,639.32-	487,884.00-	27,755.32	5.68-
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	7,170.36-	37,717.85-	35,329.00-	2,388.85	6.75-
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	90.00-	413.39-	352.00-	61.39	17.43-
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	2,795.56-	11,039.67-	7,000.00-	4,039.67	57.70-
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	4,098.72-	6,070.45-	6,555.00-	484.55-	7.39
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	734.21-	0.00	734.21	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	152.63-	910.82-	1,194.00-	283.18-	23.72
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.27	10,000.00-	10,000.27-	100.00
61-00-0000-00000-4813 D/S TRANSFER : GEN	0.00	0.00	145.11-	0.00	145.11	0.00
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	2,441.75-	7,616.01-	0.00	7,616.01	0.00
61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	65.40-	313.11-	0.00	313.11	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	2,630.49	0.00	2,630.49-	0.00
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	44.34	348.49	0.00	348.49-	0.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	204,237.85-	577,620.69-	548,314.00-	29,306.69	5.33-
=====						
Totals for BUDGET.OFFICER: Unassigned	35.00	4,598,197.92-	18,976,891.92-	18,862,621.00-	114,235.92	0.60-

Fiscal Year: 2015

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	10,553.92	110,572.44	104,746.00	5,826.44-	5.55-
DEPARTMENT: 11020 - HUMANITIES	0.00	3,935.96	11,383.62	5,025.00	6,358.62-	126.53-
DEPARTMENT: 11021 - ENGLISH	0.00	49,091.48	389,486.58	381,424.26	8,062.32-	2.10-
DEPARTMENT: 11022 - SPEECH	0.00	7,226.41	82,951.57	60,972.50	21,979.07-	36.04-
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	1,614.75	0.00	1,614.75-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	218.54	2,350.89	440.00	1,910.89-	434.28-
DEPARTMENT: 11025 - JOURNALISM	0.00	10,721.50	74,894.79	66,519.00	8,375.79-	12.58-
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	1,614.75	1,042.00	572.75-	54.96-
DEPARTMENT: 11030 - ART	637.73	25,570.31	150,514.79	138,272.00	12,880.52-	9.31-
DEPARTMENT: 11031 - DRAMA	0.00	10,415.08	77,251.26	76,252.00	999.26-	1.30-
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	13,422.19	87,297.15	80,200.00	7,097.15-	8.84-
DEPARTMENT: 11033 - INST MUSIC	6,494.00	11,361.36	100,258.25	87,643.00	19,109.25-	21.79-
DEPARTMENT: 11040 - SCIENCE	719.02	42,272.59	424,885.27	407,694.86	17,909.43-	4.38-
DEPARTMENT: 11050 - MATH	0.00	64,370.16	372,794.20	345,194.38	27,599.82-	7.99-
DEPARTMENT: 11060 - SOCIAL SCIENCE	65.00	44,600.87	442,496.01	411,107.21	31,453.80-	7.64-
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	21,795.35	212,288.85	196,163.00	16,125.85-	8.21-
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	11,607.98	104,720.36	81,886.00	22,834.36-	27.88-
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	233.07	3,494.70	720.00	2,774.70-	385.37-
DEPARTMENT: 11081 - READING	0.00	10,635.32	65,896.00	59,831.00	6,065.00-	10.13-
DEPARTMENT: 11082 - ESL	0.00	11,152.20	70,757.82	69,398.15	1,359.67-	1.95-
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	18,965.87	50,434.21	15,440.00	34,994.21-	226.64-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	4,074.96	5,000.00	925.04	18.50
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	11,212.41	7,838.85	363,341.37	413,430.00	38,876.22	9.40
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	1,129.75	0.00	1,129.75-	0.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	0.00	199.75	0.00	199.75-	0.00
DEPARTMENT: 12014 - FINNUP LAB	0.00	0.00	180.63	405.00	224.37	55.40
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12202 - EMT	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	74.32-	74.32-	0.00	74.32	0.00
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	269.13	1,076.51	1,377.00	300.49	21.82
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	0.00	52,485.69	63,856.00	11,370.31	17.81
DEPARTMENT: 41000 - LIBRARY	133.36	21,394.11	171,147.20	184,862.00	13,581.44	7.35
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	8,689.25	78,559.74	84,457.00	5,897.26	6.98
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	28,509.87	258,619.30	637,005.78	378,386.48	59.40
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	202.30	20,319.27	20,965.00	645.73	3.08
DEPARTMENT: 42002 - OUTREACH	8,075.00	13,457.10	86,254.76	101,971.86	7,642.10	7.49
DEPARTMENT: 42003 - FACULTY SENATE	0.00	844.30	13,247.30	12,265.00	982.30-	8.00-
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	2,324.23	19,410.58	0.00	19,410.58-	0.00
DEPARTMENT: 43000 - TRANSITION	0.00	3,454.59	41,420.70	42,189.00	768.30	1.82
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	17,249.94	225,059.82	234,444.00	9,384.18	4.00
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	28,935.00	28,935.00	0.00	0.00
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	11,907.00	11,907.00	0.00	0.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	12,251.13	125,458.87	119,779.00	5,679.87-	4.73-
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	5,921.36	63,260.66	61,865.00	1,395.66-	2.25-
DEPARTMENT: 50020 - FINANCIAL AID OFFI	1,500.00	28,023.96	326,349.17	329,832.00	1,982.83	0.60
DEPARTMENT: 50030 - ADMISSIONS	0.00	11,614.18	135,905.71	143,732.00	7,826.29	5.45
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	12,571.71	150,944.51	152,210.00	1,265.49	0.83

DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	4,687.67	54,266.06	64,613.00	10,346.94	16.01
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	5,837.52	20,017.37	423,556.34	460,962.37	31,568.51	6.85
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	4,596.93	111,236.85	115,344.87	4,108.02	3.56
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	4,001.49	99,838.34	107,156.94	7,318.60	6.83
DEPARTMENT: 55003 - MEN'S TRACK	0.00	2,565.24	51,878.82	55,592.57	3,713.75	6.68
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	4,331.94	52,466.99	54,112.57	1,645.58	3.04
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	16,207.59	117,235.35	113,676.20	3,559.15-	3.12-
DEPARTMENT: 55006 - FOOTBALL	51,364.93	17,013.71	340,644.06	315,116.65	76,892.34-	24.39-
DEPARTMENT: 55007 - BASEBALL	0.00	9,212.55	123,435.07	123,260.00	175.07-	0.13-
DEPARTMENT: 55008 - VOLLEYBALL	0.00	3,403.62	58,620.42	59,850.26	1,229.84	2.05
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	3,314.06	71,898.60	71,397.75	500.85-	0.69-
DEPARTMENT: 55010 - MEN'S SOCCER	4,275.00	187.02	7,395.94	9,300.00	2,370.94-	25.48-
DEPARTMENT: 55012 - CHEERLEADING	0.00	2,415.66	39,678.71	38,082.08	1,596.63-	4.18-
DEPARTMENT: 55013 - DANCE TEAM	0.00	4,592.44	43,182.95	26,993.00	16,189.95-	59.97-
DEPARTMENT: 55014 - RODEO TEAM	0.00	7,663.61	140,699.31	140,920.00	220.69	0.16
DEPARTMENT: 55015 - MEN'S GOLF	0.00	3,382.05	75,186.05	78,357.74	3,171.69	4.05
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	11,007.96	144,235.78	129,521.00	14,714.78-	11.35-
DEPARTMENT: 55020 - PEP BAND	0.00	3,288.81	44,896.26	47,173.00	2,276.74	4.83
DEPARTMENT: 61000 - PRESIDENT	0.00	58,987.45	469,311.92	499,656.00	30,344.08	6.07
DEPARTMENT: 61001 - BOARD OF TRUSTEES	0.00	2,007.73	7,250.97	9,840.00	2,589.03	26.31
DEPARTMENT: 61005 - ATTORNEY	0.00	4,729.44	20,791.42	35,000.00	14,208.58	40.60
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	5,250.00	70,065.98	1,338,485.12	1,574,905.00	231,169.88	14.68
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	12,463.02	142,419.90	154,070.00	11,650.10	7.56
DEPARTMENT: 62011 - ADA COMPLIANCE	4,899.00	5,516.31	50,874.17	63,005.00	7,231.83	11.48
DEPARTMENT: 62050 - ONE-TIME PURCHASES	468,745.60	641,411.03	1,261,357.09	1,062,202.00	667,900.69-	62.87-
DEPARTMENT: 63000 - INFORMATION SERVIC	8,040.00	10,933.82	130,953.14	181,072.00	42,078.86	23.24
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	36,629.88	604,879.99	758,104.00	153,224.01	20.21
DEPARTMENT: 65000 - CENTRAL SERVICES	0.00	20,981.65	219,411.75	153,694.00	65,717.75-	42.75-
DEPARTMENT: 66000 - MARKETING	0.00	0.00	8.50	0.00	8.50-	0.00
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	873.08	12,671.32	176,712.61	183,936.00	6,350.31	3.45
DEPARTMENT: 71000 - BUILDINGS	32,160.63	37,583.90	405,968.69	465,176.00	27,046.68	5.81
DEPARTMENT: 72000 - CUSTODIAL SERVICES	212.27	42,495.86	467,716.89	516,485.00	48,555.84	9.40
DEPARTMENT: 73000 - GROUNDS	32,957.71	20,975.75	229,066.95	274,288.00	12,263.34	4.47
DEPARTMENT: 73001 - ATHLETIC FIELDS	6,320.00	2,541.04	63,542.86	83,514.00	13,651.14	16.35
DEPARTMENT: 74000 - VEHICLES	32,402.00	61,759.09	298,184.97	348,242.00	17,655.03	5.07
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	17,488.03	151,449.96	175,119.00	23,669.04	13.52
DEPARTMENT: 76000 - INSURANCE	0.00	9,449.89	287,778.86	290,954.00	3,175.14	1.09
DEPARTMENT: 77000 - UTILITIES	0.00	63,335.22	783,393.67	815,000.00	31,606.33	3.88
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	131,920.66	42,477.85	62,000.00	19,522.15	31.49
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	55.00	2,200.00	9,020.00	6,820.00	75.61
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	935.00	26,753.00	33,087.00	6,334.00	19.14
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	255.00	5,165.00	11,000.00	5,835.00	53.05
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	0.00	237,175.00	156,000.00	81,175.00-	52.03-
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	85,470.00	55,194.00	30,276.00-	54.84-
DEPARTMENT: 94000 - STUDENT CENTER	0.00	3,891.21	43,472.30	49,341.00	5,868.70	11.89
DEPARTMENT: 98001 - CHILD CARE	0.00	0.00	53,143.92	40,000.00	13,143.92-	32.85-

=====

FUND: 11 - GENERAL	682,174.26	1,933,664.85	14,622,940.59	15,312,792.00	7,677.15	0.05
--------------------	------------	--------------	---------------	---------------	----------	------

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	55.97	8,723.80	55,532.91	51,687.00	3,901.88-	7.54-
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	3,269.37	47,075.57	29,258.75	17,816.82-	60.88-
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	11,375.97	144,341.77	121,012.05	23,329.72-	19.27-
DEPARTMENT: 12200 - ADN PROGRAM	3,909.72	39,455.29	261,491.28	270,083.87	4,682.87	1.73
DEPARTMENT: 12201 - LPN PROGRAM	4,508.15	21,793.28	225,731.74	206,505.00	23,734.89-	11.48-
DEPARTMENT: 12202 - EMT	2,157.75	15,940.24	129,083.64	154,174.00	22,932.61	14.87
DEPARTMENT: 12203 - ALLIED HEALTH	703.65	16,151.91	145,826.20	150,060.00	3,530.15	2.35
DEPARTMENT: 12210 - AGRICULTURE	0.00	8,873.51	60,133.84	53,661.00	6,472.84-	12.05-
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	14,552.43	122,225.25	123,351.00	1,125.75	0.91
DEPARTMENT: 12212 - CULINARY PROGRAM	0.00	8,794.68	35,611.61	53,517.22	17,905.61	33.46
DEPARTMENT: 12220 - JOHN DEERE AG TECH	58.35	55,109.94	283,165.78	267,348.01	15,876.12-	5.93-
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	10,000.00	10,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	0.00	4,540.18	2,000.00	2,540.18-	127.00-
DEPARTMENT: 12240 - CRIMINAL JUSTICE	280.00	16,620.62	192,529.24	161,447.75	31,361.49-	19.42-
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	12,676.18	78,541.00	71,750.00	6,791.00-	9.45-
DEPARTMENT: 12250 - COSMETOLOGY	0.00	34,165.90	173,365.36	166,296.00	7,069.36-	4.24-
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	679.50	62,610.12	380,161.50	388,630.00	7,789.00	2.00
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	0.00	6,900.00	6,900.00	100.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	12,194.94	2,000.00	10,194.94-	509.74-
DEPARTMENT: 12273 - WELDING	10,134.27	12,500.13	175,094.72	186,365.15	1,136.16	0.61
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	7,956.86	65,969.51	482,268.20	416,298.69	86.32
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	43,000.00	43,000.00	100.00
=====						
FUND: 12 - PTE FUND	22,487.36	350,570.23	2,592,616.04	3,001,515.00	386,411.60	12.87

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	4,863.54	6,992.85	94,497.87	143,586.50	44,225.09	30.80
DEPARTMENT: 55006 - FOOTBALL	1,095.75	5,443.12-	1,911.32-	4,600.00	5,415.57	117.73
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	1,275.50	5,990.66	5,198.96	791.70-	15.22-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	65.96	8,575.46	10,300.00	1,724.54	16.74
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	2,371.26	3,165.33	1,229.47	1,935.86-	157.44-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	698.00	0.00	698.00-	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	148,926.14	0.00	148,926.14-	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	184.25	5,465.03	5,807.19	342.16	5.89
DEPARTMENT: 55008 - VOLLEYBALL	0.00	1,046.40	9,900.02	7,831.12	2,068.90-	26.41-
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	450.00	5,425.67	14,798.00	9,372.33	63.34
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	649.96	18,766.49	62,550.00	43,783.51	70.00
DEPARTMENT: 55007 - BASEBALL	0.00	841.98	20,967.88	23,746.40	2,778.52	11.70
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	2,188.22	5,850.00	3,661.78	62.59
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	13,777.87	0.00	13,777.87-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	40,000.00	40,000.00	100.00
DEPARTMENT: 00000 - GENERAL	0.00	174.22	4,644.62	4,685.12	40.50	0.86
DEPARTMENT: 55009 - WOMEN'S SOCCER	2,000.00	538.25	3,219.31	4,165.91	1,053.40-	25.28-
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	318.60	376.49	57.89	15.38
=====						
FUND: 14 - ADULT SUPPLEMENTARY ED	7,959.29	9,147.51	344,615.85	334,725.16	17,849.98-	5.32-

Fiscal Year: 2015

GL Account	FUND: 16 - AUXILIARY ENTITIES					
	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,356.12	4,927.40	8,000.00	3,072.60	38.41
DEPARTMENT: 94000 - STUDENT CENTER	138,128.47	22,411.08	217,613.52	275,500.00	80,241.99	29.12
DEPARTMENT: 95000 - STUDENT HOUSING	152,960.54	241,076.74	1,999,021.88	1,928,254.00	223,728.42	11.59
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	7,256.29	8,500.00	1,243.71	14.63
DEPARTMENT: 98000 - COSMETOLOGY	1,203.50	4,632.04	108,286.38	184,392.56	74,902.68	40.62
DEPARTMENT: 97000 - BOOKSTORE	2,449.52	96,511.71	828,091.67	953,500.00	122,958.81	12.90
DEPARTMENT: 91000 - ARENA	84.60	367.86	7,863.07	0.00	7,947.67	0.00
FUND: 16 - AUXILIARY ENTITIES	294,826.63	367,355.55	3,173,060.21	3,358,146.56	109,740.28	3.26

Fiscal Year: 2015

GL Account	FUND: 22 - RESTRICTED GRANTS					
	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	7,000.00	0.00	7,000.00	0.00
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	0.00	4,500.00	4,500.00	0.00	0.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	16,487.08	0.00	16,487.08	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	16,468.85	0.00	16,468.85	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	7,692.50	0.00	7,692.50	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	7,692.50	0.00	7,692.50	0.00
DEPARTMENT: 61000 - PRESIDENT	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	0.00	0.00	13,985.12	15,000.00	1,014.88	6.77
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	8,500.00	8,500.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	30,786.24	0.00	30,786.24	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	9,846.13	54,559.26	188,534.54	334,240.44	135,859.77	40.65
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	3,394.29	3,503.84	109.55	3.13
DEPARTMENT: 14010 - AO-K	0.00	0.00	1,360.31	5,876.02	4,515.71	76.85
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	100.00	100.00	0.00	100.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	123.00	123.00	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	36,875.09	36,875.09	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	145,939.09	145,939.09	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	2,098.92	2,098.92	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	30,000.00	30,000.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	13,739.11	13,976.41	237.30	1.70
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	1,112.31	7,958.03	8,047.02	88.99	1.11
DEPARTMENT: 14010 - AO-K	0.00	0.00	2,204.03	2,204.03	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	11,164.24	45,957.40	34,793.16	75.71
DEPARTMENT: 14010 - AO-K	0.00	1,614.75	6,513.65	9,953.11	3,439.46	34.56
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	5,475.75	34,714.35	72,000.00	37,285.65	51.79
DEPARTMENT: 50000 - DEAN OF STUDENT SE	5,876.05	53,013.90	351,225.91	513,416.47	156,314.51	30.45
DEPARTMENT: 12273 - WELDING	0.00	0.00	19,950.00	20,570.00	620.00	3.01
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	4,675.10	43,600.28	46,645.68	3,045.40	6.53
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	15,000.00	30,000.00	15,000.00	50.00
DEPARTMENT: 12273 - WELDING	488,480.20	365,365.64	421,068.13	1,577,055.00	667,506.67	42.33
DEPARTMENT: 11040 - SCIENCE	0.00	398.02	6,052.00	10,454.00	4,402.00	42.11
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	10,346.77	53,031.11	71,150.00	18,118.89	25.47
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	14,187.82	83,915.06	84,741.00	825.94	0.97
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	6,942.65	95,039.88	97,254.32	2,214.44	2.28
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	17,519.57	100,321.47	112,465.00	12,143.53	10.80
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	22,262.36	55,000.00	32,737.64	59.52
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	43.42	43.42	0.00	43.42	0.00
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	9,456.07	9,456.07	100.00
FUND: 22 - RESTRICTED GRANTS	504,202.38	535,154.96	1,798,541.64	3,368,001.91	1,065,257.89	31.63

Fiscal Year: 2015

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	6,389.00	7,000.00	611.00	8.73
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	8,807.20	8,806.89	0.31-	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	45.09	0.00	45.09-	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	8,290.83	8,147.00	143.83-	1.76-
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	0.00	0.00	23,532.12	23,953.89	421.77	1.76

Fiscal Year: 2015

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	137.80	1,737.47	1,000.00	737.47-	73.74-
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	957.16	1,028.16	4,000.00	2,971.84	74.30
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	17,638.40	206,661.11	203,497.26	3,163.85-	1.54-
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	253.65	8,601.00	8,601.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	1,374.52	19,128.82	60,740.64	76,483.00	14,367.84	18.79
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	2,676.07	5,000.00	2,323.93	46.48
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	4,506.12	75,161.77	68,288.00	6,873.77-	10.06-
DEPARTMENT: 00000 - GENERAL	0.00	0.00	37,500.00-	37,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	12,878.34	120,651.07	137,500.00	16,848.93	12.25
=====						
FUND: 24 - ADULT EDUCATION	1,374.52	55,500.29	439,757.29	466,869.26	25,737.45	5.51

Fiscal Year: 2015

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	963,242.00	446,554.44	451,249.44	548,314.00	866,177.44-	157.96-
=====						
FUND: 61 - CAPITAL OUTLAY	963,242.00	446,554.44	451,249.44	548,314.00	866,177.44-	157.96-

Fiscal Year: 2015

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	3,690.38	12,265.71	322,232.24	454,290.25	128,367.63	28.26
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	5,000.00	5,000.00	0.00	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	904.00	1,000.00	96.00	9.60
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	0.00	1,614.69	0.00	1,614.69	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	4,281.86	34,727.66	65,850.00	31,122.34	47.26
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	45.50	20,176.70	27,050.00	6,873.30	25.41
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	3,690.38	16,593.07	393,155.29	562,690.25	165,844.58	29.47

Fiscal Year: 2015

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	87,463.00	102,463.00	0.00	102,463.00	0.00
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	15,530.00	0.00	15,530.00	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	16,875.00	0.00	16,875.00	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	6,915.00	0.00	6,915.00	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	2,250.00	0.00	2,250.00	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	4,445.00	0.00	4,445.00	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	75,625.00	0.00	75,625.00	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	6,750.00	0.00	6,750.00	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	8,780.00	0.00	8,780.00	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	23,545.00	0.00	23,545.00	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	3,075.00	0.00	3,075.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	27,900.00	0.00	27,900.00	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	5,265.00	0.00	5,265.00	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	29,115.00	0.00	29,115.00	0.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	8,670.00	0.00	8,670.00	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	23,870.00	0.00	23,870.00	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	12,935.00	0.00	12,935.00	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	7,575.00	0.00	7,575.00	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	7,520.00	0.00	7,520.00	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	10,625.00	0.00	10,625.00	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	47,395.00	0.00	47,395.00	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	3,375.00	0.00	3,375.00	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	13,255.00	0.00	13,255.00	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	28,445.00	0.00	28,445.00	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	87,463.00	492,198.00	0.00	492,198.00	0.00

Fiscal Year: 2015

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	116,620.00	462,970.00	609,000.00	146,030.00	23.98
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	116,620.00	462,970.00	609,000.00	146,030.00	23.98

Garden City Community College
6/30/2015

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 638,012.00	0.0000%
State Municipal Invest. Pool	\$ 729.64	0.0136%
FNB of Garden City - Money Market	\$ 25,458.18	0.2500%
FNB of Garden City - Insured Cash Sweep	\$ 3,280,310.32	0.2500%
Commerce Bank - Money Market	\$ 155,606.67	0.0800%
Landmark National Bank	\$ 1,881,829.88	0.1200%
	<u>\$ 5,981,946.69</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
First National Bank of Garden City	CDARS	\$ 2,000,000.00	0.3200%	1/30/2014	7/29/2015
First National Bank of Garden City	CDARS	\$ 1,000,000.00	0.3200%	3/13/2014	9/12/2015
Western State Bank	CD	\$ 1,000,000.00	0.4000%	12/18/2014	12/18/2015
Western State Bank	CD	\$ 1,000,000.00	0.4000%	1/30/2015	1/16/2016
First National Bank of Garden City	CDARS	\$ 1,000,000.00	0.4500%	3/20/2015	3/20/2016
Western State Bank	CD	\$ 1,000,000.00	0.4500%	1/30/2015	7/30/2016
Western State Bank	CD	\$ 1,000,000.00	0.5000%	12/18/2014	12/18/2016
		<u>\$ 8,000,000.00</u>			

Total \$ 13,981,946.69

Agenda No: III-D-1

Date: July 14, 2015

Topic: Ellucian software – student portal

Presenter: Dr. Herbert J. Swender

Background Information:

The student portal is a software enhancement that will be utilized by faculty, students, administration and alumni. The web accessed portal serves as a 360-degree view to every service and data element in Colleague. Easy access to information means it will no longer be necessary to jump between multiple systems, databases and screens looking for data.

The screens can be designed for institutional branding and personalization allowing users to build dashboards that provide up-to-the minute graphical representations of key performance indicators across campus so data-driven decisions can be made. Users have fingertip access to teaching and learning systems, registration, calendaring, and newsfeeds.

Budget Information:

FY16 General Fund
Student Government Association- \$99,149.72

Recommended Board Action:

Board authorizes the administration to purchase the portal, licenses, maintenance agreement and training for a cost not to exceed \$99,149.72.

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

Board Member Notes:



Ellucian, Inc.
4375 Fair Lakes Ct., Fairfax, VA 22033, USA

Order Form

Created Date 5/13/2015

Contact Information

Account Name Garden City Community College

Underlying Agreement: This Order Form amends the latest Software License & Services Agreement or General Terms and Conditions Agreement (as applicable) between the parties, as previously amended ("Agreement").

Product	Quantity	Net Unit Price	Total Sales Price
ELLUCIAN PORTAL CLASSES	64.00	USD 75.00	USD 4,800.00
ELLUCIAN PORTAL LICENSE	1.00	USD 21,000.00	USD 21,000.00
ELLUCIAN PORTAL MAINTENANCE	1.00	USD 3,780.00	USD 3,780.00
PORTAL SERVICES	266.00	USD 225.00	USD 59,850.00
PROJECT MANAGEMENT SERVICES	43.00	USD 226.04	USD 9,719.72

Total Fee

Total Discount Amount	USD 7,730.16
Quote Total	USD 99,149.72

Services fees and reimbursable expenses (as provided for in the Agreement) will be invoiced on a monthly, as provided/as incurred basis. Ellucian personnel rendering services bill for preparation time and follow-up time.

By the execution of this Order Form, each party represents and warrants that it is bound by the signature of its respective signatory. The Agreement, as amended by this non-cancelable Order Form, remains unchanged and in full force and effect. In executing this Agreement, Client has not relied on the availability of either any future version of any Baseline Component System, or any future software product.

Ellucian

Client

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date Signed: _____

Date Signed: _____

The last date of signature is the "Execution Date" of this Order Form.

Agenda No: III-D-2

Date: July 14, 2015

Topic: HP Process Server

Presenter: Dr. Herbert J. Swender

Background Information:

It is necessary to purchase new process servers to operate the new student portal. Six servers will be installed. Three servers will be used for the database, software applications and an index server. The three remaining servers will be mirrored for high availability and failover protection.

Due to the complexity of the system, known vendors were contacted. Four proposals were received. Bid tabulation follows. The best proposal was from CDW-G for \$59,830.

Budget Information:

General Fund - \$59,830

Recommended Board Action:

Board authorizes the administration to purchase servers and components from CDW-G at a price not to exceed \$59,830.

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

Board Member Notes:

Garden City Community College
Bid Tabulation

HP Process Servers
July 1, 2015

VENDOR	AMOUNT
CDI Markham, Ontario	\$61,450.00
CDW-G Vernon Hills, IL	\$59,830.00
Genisys Redmond, WA	\$65,992.00
Softchoice Chicago, IL	\$66,420.41

Agenda No: III-E

Date: July 14, 2015

Topic: Community Day Care Agreement

Presenter: Dr. Herbert J. Swender

Background Information:

On July 1, 2012, the college entered into an agreement with Community Day Care Center to provide child care services for GCCC students. The agreement reserved ten guaranteed spaces with provisions for infant care. This past fall, there were 10 children and one infant enrolled. This spring, occupancy dropped to six children.

The center is open five days a week from 6:00 am to 6:15 pm. The college subsidizes child care fees approximately \$35,000 each year which is less than it costs to run an on campus day care facility.

Budget Information:

Estimated annual cost to the college: \$35,000

Recommended Board Action:

Approve Child Care Agreement as presented.

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

Board Member Notes:

CHILD CARE AGREEMENT

THIS CHILD CARE AGREEMENT (AGREEMENT) is made and entered into this ____ day of July, 2015 by and between **Garden City Community College (GCCC)** and **COMMUNITY DAY CARE CENTER (CDCC)**, a Kansas not-for-profit corporation.

WITNESSETH:

WHEREAS, GCCC provides as a benefit to its students, day care facilities on the **GCCC** campus; and

WHEREAS, GCCC has a need to move its day care services to another location; and

WHEREAS, CDCC provides day care services for young children at its buildings located at 505 College Drive and 2620 N. Eighth Street, Garden City, Kansas; and

WHEREAS, the parties desire to enter into an agreement whereby **CDCC** provides day care services to children of **GCCC** students.

Now, THEREFORE, in consideration of the mutual terms and conditions hereinafter set forth, the parties agree as follows:

1. **CHILD CARE SPACES.** **CDCC** agrees to reserve and guarantee to **GCCC**, ten (10) spaces for children ages 1 to 5 years, during the term of this Agreement. Further, **CDCC** also agrees to grant to **GCCC**, space in the infant room, if space is available.

2. **TERM.** The term of this Agreement shall be for a period of twenty-four (24) months, to commence on the 1st day of July, 2015, and end on the 30th day of June, 2017. The term of this Agreement shall automatically renew for annual terms thereafter, unless either party gives written notice of the termination of the Agreement not less than ninety (90) days prior to the end of the initial or any renewal term. Regardless of the date of approval by the governing bodies of the respective parties, the effective date of this Agreement shall be July 1, 2015.

3. **FEES.** **GCCC** shall pay to **CDCC** a fee of Ninety Dollars (\$90) per week per child for the ten (10) guaranteed spaces. The annual cost shall be Forty-six Thousand Eight Hundred Dollars (\$46,800) to be paid monthly by **GCCC** in the amount of Three Thousand Nine Hundred Dollars (\$3,900). Payments shall be made by **GCCC** to **CDCC** on or before the 1st day of each month, with the first payment due July, 2015. Should any of the guaranteed spaces be used by a child 1 - 2½ years of age, an additional weekly fee of Twenty five Dollars (\$25) per child would apply. Should **GCCC** utilize the infant space

noted in paragraph 1, the weekly cost shall be One Hundred Thirty Dollars (\$130), and the monthly payment by **GCCC** shall be adjusted accordingly. All payments shall be made to **CDCC** at 505 College Drive, Garden City, Kansas 67846.

4. **ANNUAL FEE ADJUSTMENT.** Beginning July 1, 2016, the monthly fee for any annual renewal term of this Agreement shall be annually adjusted based upon the increase, if any, in the cost of living, as measured by the Consumer Price Index (CPI), Midwest-Size Class D-Cities Under 50,000, Not Seasonally Adjusted, published by the Bureau of Labor Statistics of the United States Department of Labor. The index number to be utilized for determination of the cost of living increase shall be the index number entitled "All Items".

To calculate the monthly fee for each renewal term, the monthly fee during the immediately preceding annual term shall be multiplied by the annual cost of living percentage increase, if any, for the previous year (January to December) and the resulting amount shall be the additional fee due per month during the specified period. Regardless of the actual increase in the cost of living during any annual period, the maximum increase in the monthly fee may not exceed five percent (5%) of the previous term's monthly fee. In no event shall the adjusted monthly fee be less than that of the previous term.

In the event the CPI is discontinued or transferred to any other governmental department, bureau, or agency, a comparable index agreed upon by the parties shall be utilized.

5. **ADDITIONAL CONSIDERATION FROM GCCC.** **GCCC** will provide up to ten (10) hours of maintenance services per month at the **CDCC** building, as requested by **CDCC**, and upon availability of **GCCC** maintenance employees to provide the maintenance services. Any maintenance services provided by **GCCC** employees in excess of ten (10) hours per month, will be billed by **GCCC** to **CDCC** at the rate of Twenty-five (\$25) per hour. In addition, **GCCC** will provide up to one hundred (100) hours of lawn care services per year at the **CDCC** building. The cost of any chemicals needed for lawn care will be solely the responsibility of **CDCC**.

6. **GCCC FURNITURE/EQUIPMENT.** **GCCC** agrees to allow **CDCC** the use of furniture and equipment (property) **GCCC** used in its daycare facility on the **GCCC** campus. Upon termination of this Agreement, the property shall be returned to **GCCC** by **CDCC**. **CDCC** shall be responsible for the upkeep and maintenance of any property used, and the property shall be returned in the same condition, less normal wear and tear. The parties shall keep an accurate accounting of property used by **CDCC**.

7. **CDCC BOARD.** **CDCC** agrees to allow **GCCC** two (2) positions on the **CDCC** Board of Directors to be selected by **GCCC**, beginning July 1, 2015, and continuing during the term of this Agreement.

8. **DEFAULT.** This Agreement is made upon the express condition that if **GCCC** fails to pay the fees specified in paragraph 3 above, after the same shall become due and such failure shall continue for a period of thirty (30) days after written notice

thereof from **CDCC** to **GCCC**, or if either party fails or neglects to perform or observe any of that party's obligations and such failure and neglect shall continue for thirty (30) days after written notice to the non-defaulting party, the non-defaulting party at any time thereafter, by written notice to the defaulting party, may lawfully declare the termination of this Agreement with no further obligations from and after date of termination. Should either party default in its obligations under this Agreement, the non-defaulting party shall be afforded any and all legal remedies available to enforce this Agreement against the defaulting party.

9. **APPROVAL.** The parties to this Agreement acknowledge it is subject to the approval of the **GCCC** Board of Trustees and the **CDCC** Board of Directors.

10. **LEGAL RELATIONSHIP/INDEMNIFICATION.** Other than the contractual relationship created herein for **CDCC** to provide child care services to the children of **GCCC** students, and **GCCC's** obligations to pay for such services, no additional legal relationship is intended or created by this Agreement. **CDCC** shall assume all responsibility for the care of children at the **CDCC** building. **CDCC** agrees to indemnify **GCCC**, its employees, and Board of Trustees, from any and all liability, damages, injuries, or death, occurring as a result of **CDCC's** care of, and services to, children at **CDCC's** building. **CDCC** agrees to maintain general liability insurance to cover the child care services provided by **CDCC**, and **CDCC** agrees to comply with all federal, state, and local laws, rules, and regulations applicable to the child care services provided by **CDCC**.

11. **GENERAL COVENANTS.**

A. All notices required or which may be given hereunder shall be considered as properly given if delivered in writing, personally, or sent by first class mail, postage prepaid, addressed as follows:

- (1) If to **GCCC**:
President
Garden City Community College
801 Campus Drive
Garden City, Kansas 67846
- (2) If to **CDCC**:
Director
Community Day Care Center
505 College Drive
Garden City, Kansas 67846.

Notices served by mail shall be deemed to be given on the date on which such notice is deposited in the United States mail. Notwithstanding any other provision requiring notice, any disposition or transfer of information which gives actual notice shall be considered notice under this lease agreement.

B. This instrument incorporates all of the obligations, agreements and understandings of the parties hereto, and there are no oral agreements or understandings between the parties hereto concerning this Agreement.

C. This Agreement may be amended, changed, or modified, only upon the written consent of both the parties.

D. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their respective successors, personal representatives and permitted assigns.

E. This Agreement shall be construed in accordance with the laws of the State of Kansas.

F. The headings of the paragraphs of this Agreement are for convenience of reference only and shall not be considered a part of or affect the construction or interpretation of any provisions of this Agreement.

G. In the event any provision of this Agreement shall be invalid under applicable laws, such invalid provision shall automatically be considered reformed and amended so as to conform to all applicable legal requirements, or, if such invalidity cannot be cured by reformation or amendment, the same shall be considered stricken and deleted, but in neither such event or events shall the validity or the enforceability of the remaining valid portions hereof be affected thereby.

IN WITNESS WHEREOF, the parties have entered into this agreement the day and year first above written.

GARDEN CITY COMMUNITY COLLEGE

Date: _____

By: _____

Name: Marilyn K. Douglass

Title: Chairperson, **GCCC** Board of Trustees

ATTEST:

Debra Atkinson, Board Clerk

COMMUNITY DAY CARE CENTER

Date: _____

By: _____

Name: Sarah Kennington

Title: Executive Director, **CDCC**

Agenda No: III-F

Date: July 14, 2015

Topic: Resolution 2015-03
Regional Mitigation Plan

Presenter: Dr. Herbert J. Swender

Background Information:

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

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

The original Hazard Mitigation Plan was approved by the GCCC Board of Trustees in March 2012. The plan has been updated to show the following action items are on-going. The plan needs to be adopted by the governing board.

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

Budget Information:

There is no impact to the budget.

Recommended Board Action:

Approve Resolution 2015-03 as presented.

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

Board Member Notes:

RESOLUTION NO. 2015-03

**RESOLUTION ADOPTING THE SOUTH-SOUTHWEST KANSAS
(REGION D) MULTI-HAZARD, MULTI-JURISDICTIONAL HAZARD
MITIGATION PLAN**

WHEREAS, the Garden City Community College recognizes the threat that natural hazards pose to people and property within our community; and

WHEREAS, the undertaking hazard mitigation actions will reduce the potential harm to people and property from future hazard occurrences; and

WHEREAS, the U.S. Congress passed the Disaster Mitigation Act of 2000 (“Disaster Mitigation Act”) emphasizing the need for pre-disaster mitigation of potential hazards;

WHEREAS, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

WHEREAS, an adopted Multi-Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency (FEMA) pre- and post-disaster mitigation grant programs; and

WHEREAS, the Garden City Community College fully participated in the FEMA prescribed mitigation planning process to prepare this Multi-Hazard Mitigation Plan; and

WHEREAS, the Kansas Division of Emergency Management and FEMA Region VII officials have reviewed the South-Southwest Kansas (Region D) Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan, and approved it contingent upon this official adoption of the participating governing body; and

WHEREAS, Garden City Community College desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the South-Southwest Kansas (Region D) Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan; and

WHEREAS, adoption by the governing body for Garden City Community College demonstrates the jurisdictions’ commitment to fulfilling the mitigation goals and objectives outline in this plan; and

WHEREAS, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES
OF GARDEN CITY COMMUNITY COLLEGE, FINNEY COUNTY, KANSAS
AS FOLLOWS:**

Section 1. Garden City Community College adopts the South-Southwest Kansas (Region D) Multi-Hazard, Multi-Jurisdictional Hazard Mitigation Plan as an official plan.

Section 2. Garden City Community College will submit the adoption resolution to the Kansas Division of Emergency Management and FEMA Region VII officials to enable the plan's final approval.

ADOPTED AND APPROVED by the Board of Trustees of Garden City Community College, Finney County, Kansas, on July 14, 2015.

**BOARD OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
FINNEY COUNTY, KANSAS**

By: _____
Chairperson, Board of Trustees

Date

Agenda No: IV-B

Date: July 14, 2015

Topic: Board Action Regarding Publication of the 2015-2016 Budget

Presenter: Dr. Herbert J. Swender

Background Information:

The Board received information regarding projected revenues and expenses and historical financial information for the past five years. The recommendation is to publish a budget that sets the general fund mill levy and the capital outlay fund mill levy at the same level as last year.

Budget Information:

The Board of Trustees is required to separate and authorize for publication the General Fund tax and Capital Outlay tax.

Recommended Board Action:

Authorize the administration to publish the 2015-2016 budget for \$9,327,756 (19.963 mills) General Fund and \$472,495 (1.011 mills) Capital Outlay.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

JULY 2015 MONITORING REPORT

ENDS

Mission

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

ANNUAL

Page 1

CEO'S Interpretation: The President is responsible to ensure that the Mission and Ends as set forth by the Board of Trustees are known and addressed.

Data directly addressing interpretation: Throughout the year monitoring reports have been given to the Board reporting progress and success on meeting the Ends and Mission of the College. The monitoring reports have been streamlined and data-enriched during the past year to allow for better longitudinal data to be analyzed at the administrative and board level. Information is gathered and analyzed on students that transfer to Kansas four year institutions and directly into the workforce. Data on Adult Basic Education, Developmental Education, Recruitment, and Retention has also been gathered, in addition to anecdotal information regarding Continuing Education and Community Service or Personal interest.

The Mission and Ends are posted in every building for both internal and external communities as well as stated in publications.

JULY 2015 MONITORING REPORT

ENDS

Essential Skills

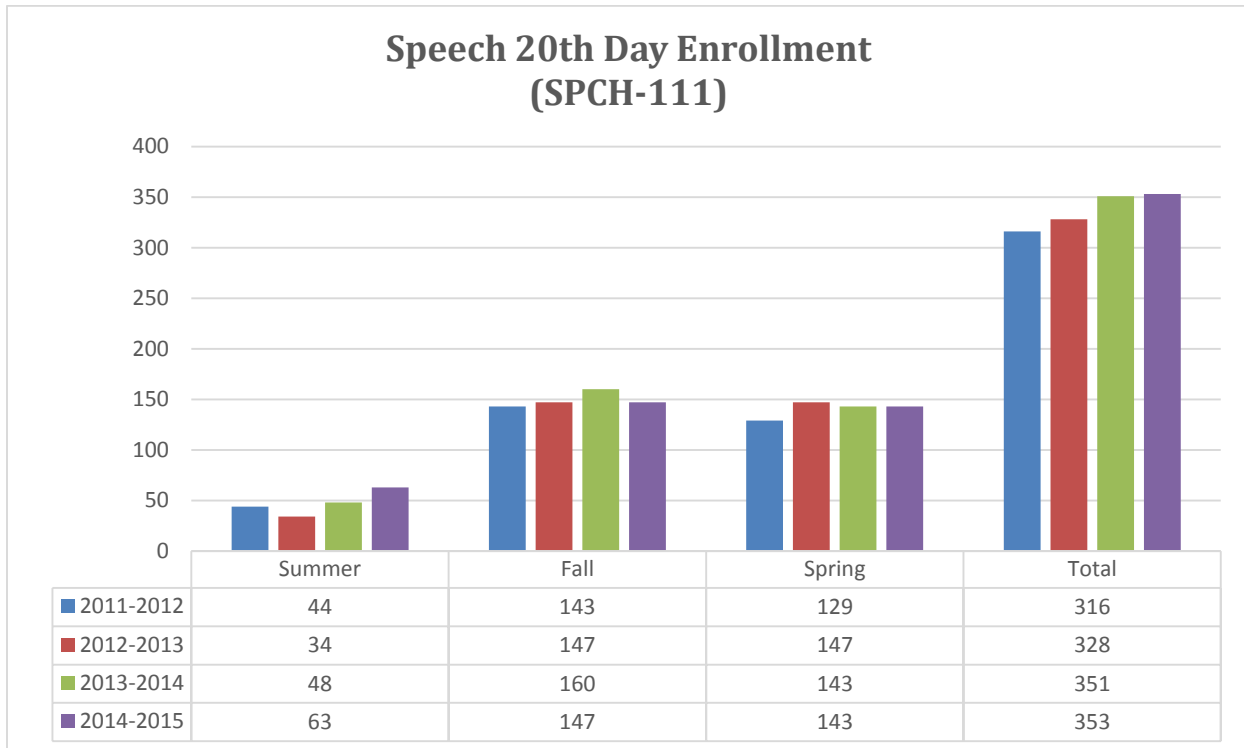
#1

ANNUAL

Page 2

Students will have the essential skills in interpersonal communications including speaking, listening, and writing.

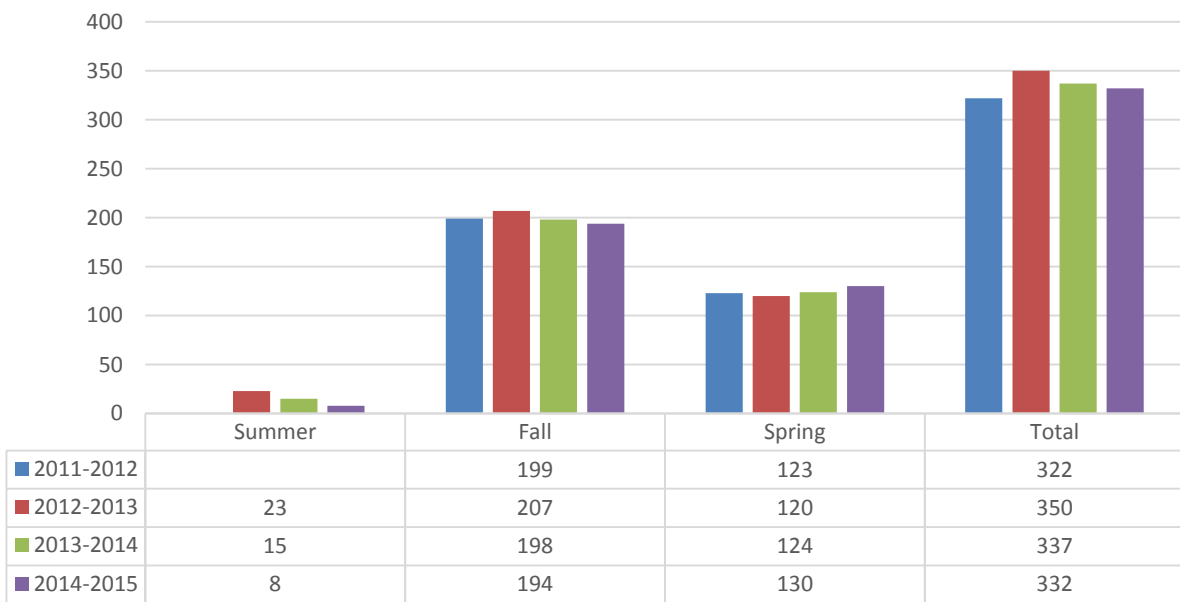
There were a total of 455 first-time, full-time, degree-seeking students enrolled in Fall 2014, up from 445 in Fall 2013. Of this cohort group, 356 (78%) tested into at least one developmental course in English Composition, Reading or Math. Of those students, 250 (70%) took at least one developmental course.



Success Rates

Academic Year	Speech Final Enrollment	Passing Grade (D or better)	Percent
2011-2012	308	265	86%
2012-2013	316	261	83%
2013-2014	344	286	83%
2014-2015	345	304	88%

Developmental Writing 20th Day Enrollment (ENGL 090 & ENGL 091)

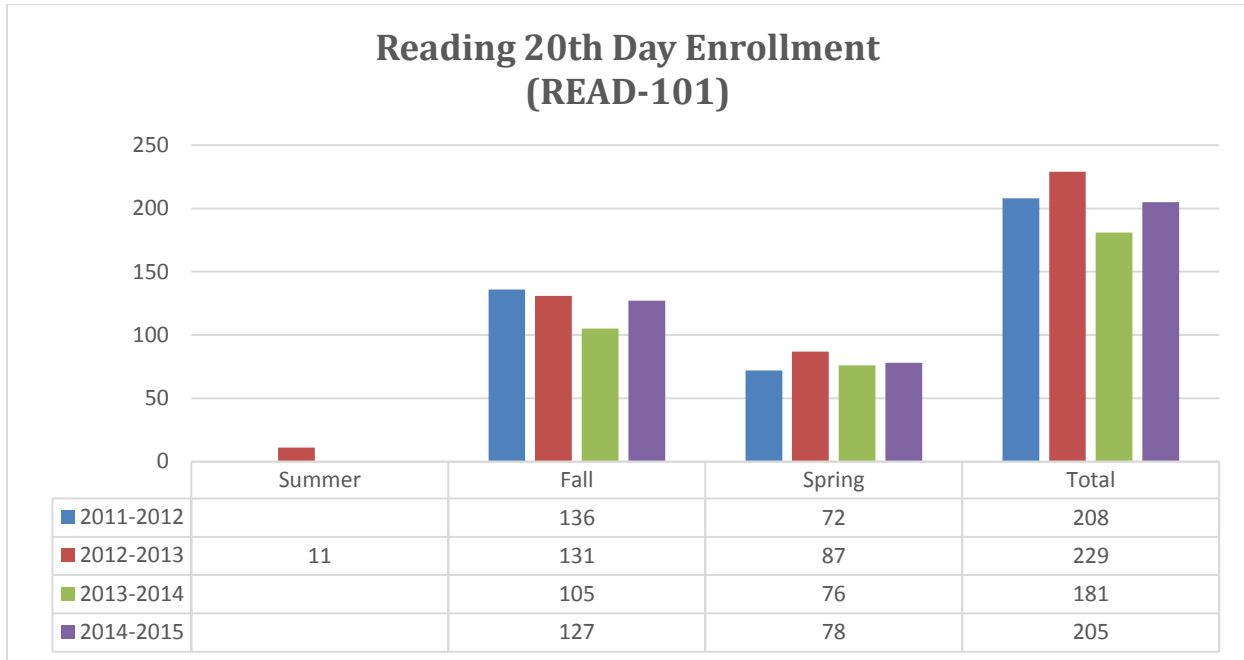


Success Rates

Academic Year	ENGL 091 Final Enrollment	Passing Grade (C or better)	%	Enrolled in ENGL 101 within 1 yr	%	Passing Grade (C or better)	%
2011-2012	183	137	75%	102	74%	82	80%
2012-2013	170	100	59%	80	80%	59	74%
2013-2014	187	116	62%	60	52%	46	77%
2014-2015	184	127	69%	56	44%	45	80%

- ENGL 090 was added to the developmental English curriculum in the fall of 2010. As a result, the percentage of students passing ENGL 091 with a C or better has rose significantly
- The department will continue monitoring ENGL 101 enrollment and success trends to determine impact

Students will have reading skills appropriate to their chosen field of endeavor

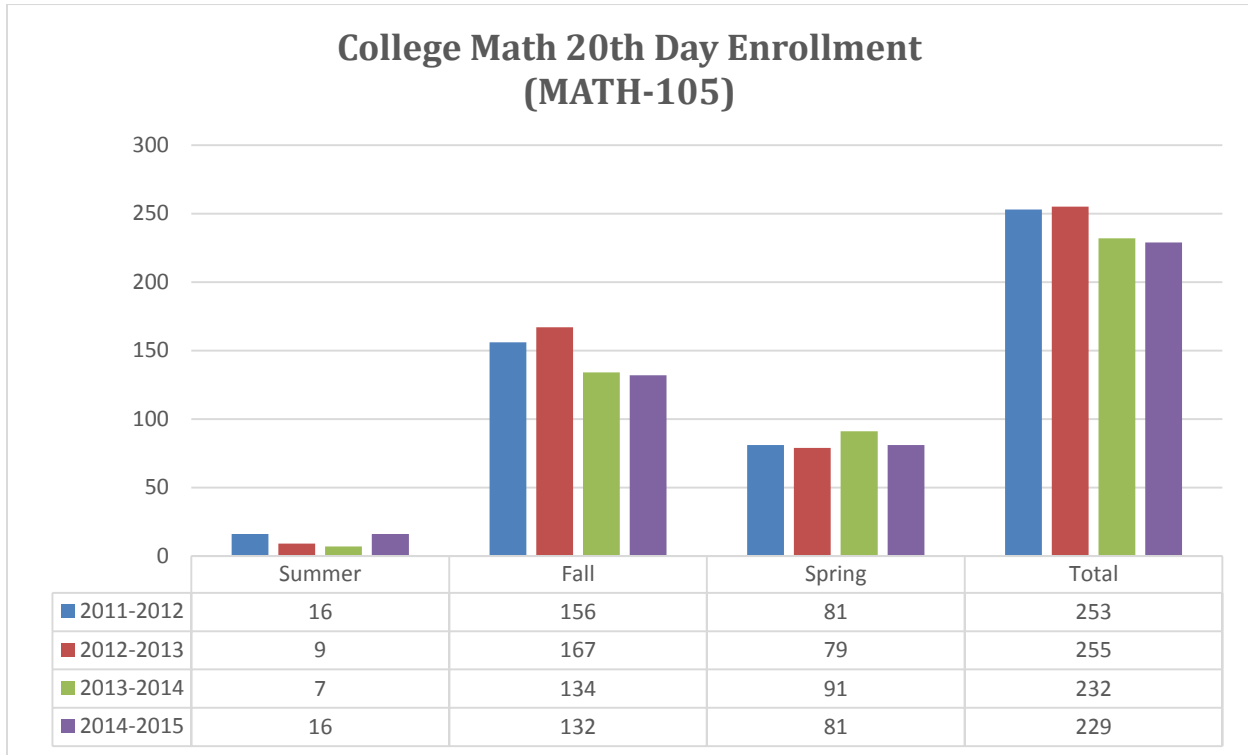


Success Rate

Academic Year	Reading Final Enrollment	Passing Grade (D or Better)	Percent
2011-2012	229	182	79%
2012-2013	234	170	73%
2013-2014	183	149	81%
2014-2015	205	168	82%

- Since Fall 2011, College Reading is a mandatory for students who tested into it or for students who passed Reading Improvement
- The reading faculty have piloted a number of initiatives designed to improve success rates and have incorporated on-line components, either hybrid or supplemental, into the class structure

Students will have the essential math skills.



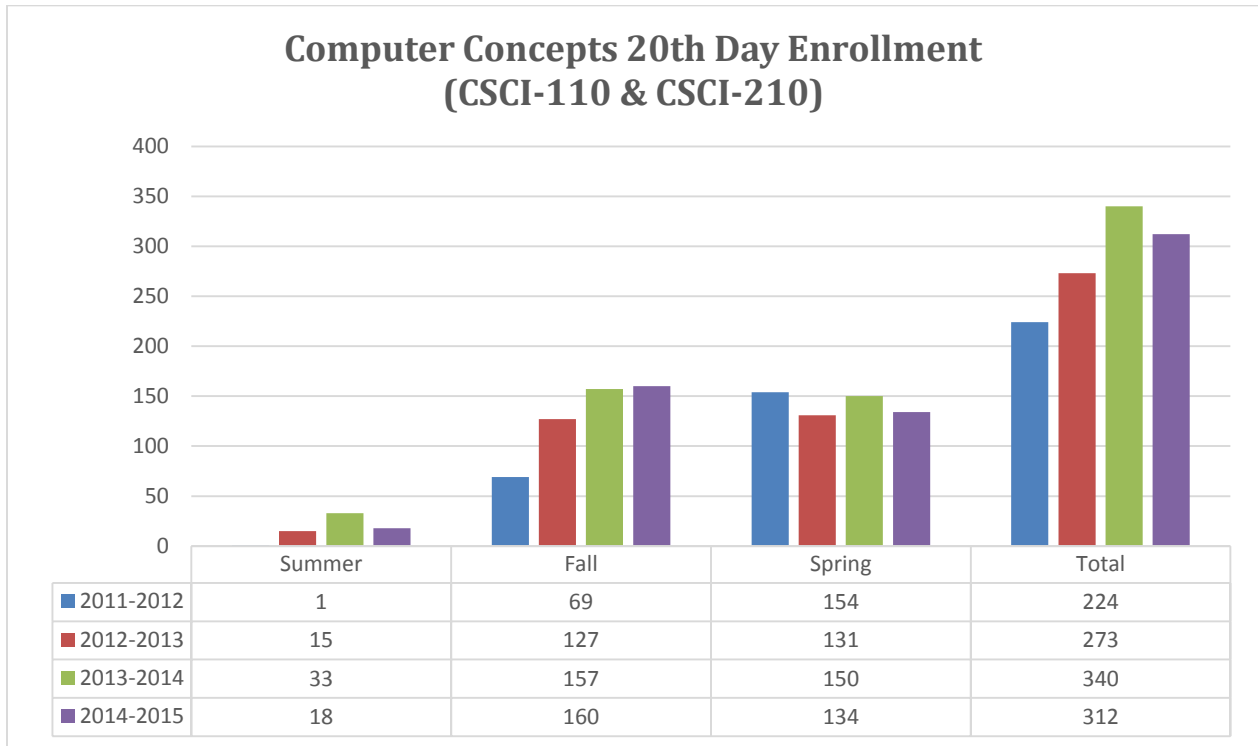
Success Rate

Academic Year	MATH 105 Final Enrollment	Passing Grade (C or better)	Percent
2011-2012	229	160	70%
2012-2013	241	162	67%
2013-2014	206	131	64%
2014-2015	217	152	70%

- Comparative data shows a trend in decreasing numbers of students who are required to take the lowest level Math course
- Consistently, about 60% of the students who pass in College Math go on to enroll in the next level math class (Intermediate Algebra)
- Of those, about half are able to pass the class in the first attempt
- The math department has initiated the following changes:
 - My Math Lab (math instructional software) will be used in all College Math and Intermediate Algebra classes
 - Many College Math classes are scheduled to meet four days a week for 40 minute periods to accommodate the 4-day schedule

- Going back to former math sequence of college math → beginning algebra → intermediate algebra → college algebra; intermediate algebra review will be removed from sequence

ENDS		ANNUAL
Essential Skills	#4	Page 2
Students will have the essential computer skills.		



Success Rate

Academic Year	CSCI 110 Final Enrollment	Students w/ Passing Grade	%	CSCI 210 Final Enrollment	Students w/ Passing Grade	%
2011-2012	254	193	76%	70	69	99%
2012-2013	200	151	76%	53	44	84%
2013-2014	225	173	77%	53	44	83%
2014-2015	239			73		

- Student outcomes of the Computer Applications and Micro Applications courses include basic computer skills and competencies that are needed and required in business and industry. The student learning provides a foundation for graduates and transfer students in the fundamental skills and knowledge required for success.

JULY 2015 MONITORING REPORT

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #1

Page 9

The President shall not cause or allow budgeting which:

Contains too little information to enable accurate projection of revenues and expenses, separation of capital and operational items, cash flow, and disclosure of planning assumptions.

CEO's Interpretation: The President should be certain of all projected revenues before finalizing expenses for next year's budget. Revenues and cash flow are monitored throughout the year to assure funds are available for expenses. Purchases should be reviewed to assure they are recorded in the proper account.

Data directly addressing interpretation: Revenue projections included in the budget discussion packet have been received through the appropriate distribution agency. During the budget process, the Board receives Projected Revenues and Revenue History for the past 5 years. Interpretation of these historical trends allows for accurate projections for the upcoming year.

All purchases are reviewed to assure they accounted for properly in the college accounting system. As per state statute, Capital Outlay Fund expenditures are limited to capital outlay projects.

Planning assumptions are part of the budget process. Administrative decisions will be the culmination of departmental input in regards to upcoming projects and program needs.

Cash flows are monitored throughout the year. Cost center directors are able to access up-to-date expenditure information through the administrative software system at any time. President's Cabinet monitors revenues, actual expenditures and remaining budgets available throughout the year.

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #2

Page 9

The President shall not cause or allow budgeting which:

Does not allow a review of estimated budget in detail and by department or cost center, in both percentages and dollars, of expenditures requested compared to the previous two years of budget requested.

CEO's Interpretation: Previous two years' revenues and expenses must be considered when planning projected budgets.

Data directly addressing interpretation: The planning and budgeting process includes a review of the previous five years revenues and expenses by cost center. These historical budget reports are available through the administrative software at all times. In-depth review at each level is done annually during the budgeting process.

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #3**Page 9****The President shall not cause or allow budgeting which:****Does not provide a priority motivated menu of Capital Outlay Funds to be requested for expenditure.**

CEO's Interpretation: The Capital Outlay proposed expenditures must be annually reviewed and prioritized.

Data directly addressing interpretation: The annual assessment of campus buildings established the deferred maintenance and capital projects that were scheduled this past year. Projects included the renovation of the athletic complex lobby to include ADA compliant restrooms and conversion of an area in an existing building to a welding lab and classroom. Capital Outlay Funds were used to purchase a building located at 2016 E Spruce.

This next year, priority projects include the culinary science program lab and classroom, remodeling the original Penka Building and the Saffell Library. Plans are also being developed for the front of the building (skating rink) to be converted into a business and entrepreneurial center. Several grant applications have been submitted which, if awarded, will determine which projects have priority.

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #4**Page 9****The President shall not cause or allow budgeting which:****Plans the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period.**

CEO's Interpretation: The President shall not set the budget for more than the projected revenues without specific approval from the Board.

Data directly addressing interpretation: The President must receive Board approval to use cash reserves to offset revenues in the annual working budget or for one-time expenditures. The general fund cash reserves were never below the Board required 20%. The capital outlay fund closed below the minimum required \$500,000 in cash reserves after the Board approved the purchase of property at 2016 E Spruce.

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #5

Page 9

The President shall not cause or allow budgeting which:

Does not provide the annual operating funds for board prerogatives, such as costs of fiscal audit, board development, external reports, board and committee meetings, and board professional fees.

CEO's Interpretation: The President must ensure that funds are available for Board prerogatives, Board development, etc.

Data directly addressing interpretation: The budget includes a cost center for the Board of Trustees which includes board development and meetings. Expenses for annual audit, external reports, committee meetings and professional fees are included in the annual budget.

JULY 2015 MONITORING REPORT

EXECUTIVE LIMITATIONS

ANNUAL

Financial Condition

#1

Page 10

The President shall not exceed the working budget for the fiscal year (July 1 – June 30).

- a. Fail to maintain a reserve of at least 20 percent**
- b. Fail to maintain the capital improvement fund at \$500,000**

CEO’s Interpretation: Cash reserves are necessary to protect the college in the event revenue payments are delayed. When presenting the working budget to the Board, the President provides documentation verifying a cash reserve of at least 20% in the General Fund and a minimum of \$500,000 in the Capital Outlay Fund.

Data directly addressing CEO’s interpretation: The Board receives monthly revenue and expense reports which verify expenses have not exceeded the working budget. During the year, if revenues fall short of projections, necessary adjustments are made to expenses. The presentation of the annual audit, conducted by an outside auditor, includes verification of cash reserves.

General Fund: The Board approved a 2014-15 working budget of \$18,314,307. Estimated expenses are \$18,087,075. Estimated cash reserves as of 6-30-15 were \$4,674,592 or 25.84%. The reserves were intentionally left higher than the 20% required by the Board so that cash reserves could be utilized to offset revenue loss for the 2015-16 budget. In addition to the cash reserve, there was \$250,000 in oil and gas holdback. Administration is requesting to carryover \$727,362 to the FY16 budget to offset lost revenues. The carryover will reduce the cash reserves to \$3,947,230 or 21.82%.

Capital Outlay Fund: The Board approved a working budget of \$548,314 for 2014-15, which included expenditures for the athletic complex and welding lab remodel. Additionally the board approved the purchase of property. Annual revenues were \$577,620. Annual expenses were \$900,013. The ending cash balance in the Capital Outlay Fund was \$387,433.

Cash Reserve History - General Fund

FY 15 (Estimate)	FY14	FY 13	FY12
\$4,674,592	\$4,259,910	\$3,682,997	\$3,836,614
25.84%	25.36%	21.7%	24.56%

EXECUTIVE LIMITATIONS

ANNUAL

Financial Condition

#2

Page 10**The President shall not use cash reserves.**

CEO's Interpretation: The cash reserve for the General Fund shall be no less than 20% of the General Fund expenditures and \$500,000 for the Capital Outlay Fund as identified by the Trustees in the Policy Governance document. The President must receive approval from the Board before cash reserves are used for one-time purchases or when cash reserves are used to offset expenses in the working budget.

Data directly addressing CEO's interpretation: The cash reserves in the General Fund on 6-30-15 were \$4,674,592 which represents 25.84% of annual operating expenses. This is \$1,057,177 more than the 20% required by the Board. Administration is requesting to carryover \$727,362 to the FY16 budget to offset lost revenues due to the decrease in assessed valuation. In addition, the General Fund maintains a cash holdback of \$250,000 for Conestoga tax protest.

The cash reserves in the Capital Outlay Fund on 6-30-15 were \$387,433, which is below the \$500,000 required by the Board. The Board approved the use of Capital Outlay Fund Reserves for the purchase of property. The reserves will be replenished from FY16 revenues.

EXECUTIVE LIMITATIONS

ANNUAL

Financial Condition

#3

Page 10**The President shall not fail to develop additional revenue sources for capital improvement projects.**

CEO's Interpretation: The President must seek out other sources of revenue for capital improvement and special projects. This includes looking for benefactors, partnerships and grant opportunities.

Data directly addressing CEO's interpretation:

- Received from US Dept. of Labor \$ 1,975,549

Grants in process/pending:

- Kansas Department of Commerce grant application \$500,000.
- US Dept. of Agriculture \$869,040
- US Dept. of Economic Development Administration--\$1,160,160

EXECUTIVE LIMITATIONS

ANNUAL

Financial Condition

#4

Page 10**The President shall not fail to coordinate with Endowment Association and Broncbuster Athletic Association.**

CEO's Interpretation: The President must be aware of the activities of the Endowment Association and the Broncbuster Athletic Association.

Data directly addressing CEO's interpretation:

- The President serves as an ex-officio member of the Garden City Community College Endowment board. College administration is represented at Endowment and BAA meetings.
- Served as a greeter at the annual Endowment Auction.
- Assisted with the marketing and promotion of the Otis and Mary Lee Cooperative Scholarship fund, which will provide six full-ride scholarships per year for Garden City Co-op, Inc. employees, members, as well as their spouses, children and grandchildren.

Initial contribution	\$100,000
Garden City Coop	\$ 10,000 every year for next ten years
CoBank	\$ 10,000

The fund will be fully endowed at \$500,000.

- The President works to maintain open communications with Broncbuster Athletic Association leadership by attending weekly luncheons
- Attend athletic events and celebrations of the college

JULY 2015 MONITORING REPORT

EXECUTIVE LIMITATIONS

QUARTERLY

General Executive Constraints #7

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, administrator or employee recommending a purchase or contract 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, cabinet level administrator or employee 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.

All contracts are reviewed by no less than two college employees. At a minimum, contracts are reviewed by the employee requesting the contract and the CFO. If the CFO originates the contract, the document is reviewed by an appropriate administrator or college counsel.

Purchases are approved by at least one administrator. Purchases over \$5,000 require two approvers and purchases over \$20,000 require three approvers.

Purchases for the past quarter were reviewed. Administration was aware of no conflicts of interest.

EXECUTIVE LIMITATIONS

QUARTERLY

General Executive Constraints #8

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: Purchase over \$10,000 require a Bid Sheet with written comparative prices. The Bid Sheet is reviewed by Accounts Payable to assure college policy has been followed.

Purchases over \$10,000 made during the previous three month period were reviewed;

- Five purchases required written bids
- Two of those purchases were approved by the Board, with no local bidder
- Three purchases were awarded to the best bidder with no local bidder

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.

Agenda No: V-B-2

Date: July 14, 2015

Topic: Capital Outlay Reserves

Presenter: Dr. Herbert J. Swender

Background Information:

Board policy requires a cash reserve of \$500,000 in the Capital Outlay Fund. The adopted board policy was established in the late 1990's. Over the past two years the Administration and board has had conversations regarding the dollar amount of capital outlay funds held in reserve. Since Capital Outlay Funds are restricted to building infrastructure only and do not include parking lots, streets, or land improvements, etc., it is the recommendation of the Administration to reduce the required cash reserve to \$250,000.

In the event of an emergency or a catastrophic event, the college maintains adequate insurance coverage to replace damaged or destroyed property and equipment. The General Fund cash reserves are calculated as a percentage of annual expenses. The annual reserve is no less than 20% of operating expenses, approximately \$3,500,000. This amount should be sufficient to cover any emergency purchases or expenses.

Budget Information:

No impact to budget

Recommended Board Action:

Board Policy Governance originally adopted in 1995 and updated most recently January 2015.

Change dollar amount to read:

FINANCIAL CONDITIONS

Accordingly, the president shall not:

1. Exceed the working budget for the fiscal year (July 1- June 30)
 - a. Fail to maintain a reserve of at least 20 percent
 - b. Fail to maintain the capital improvement fund at \$250,000

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

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

Board Member Notes:

Incidental Information July 2015

Ryan Ruda, Vice President of Student Services/Athletics:

Records/Enrollment

As of July 7, 2015, fall enrollment stands at a 5% increase over the fall 2014. Summer enrollment is currently standing at a 35% increase over summer 2014. There is one early enrollment day left for fall in July.

Records, financial aid and business office have made preparation and policy changes to reflect a new bill signed into effect by Kansas effective July 1, 2015 which allows all current serving military and dependents to receive in-state tuition at all regents and community college institutions. Additionally, all veterans and dependents stationed in Kansas may receive in-state tuition as well.

Residential Life

Currently, there are 440 signed applications for students to live on campus at GCCC this next fall.
GCCC

Construction continues to progress well on the residential life offices and lobby remodel as well as the bookstore and student center.

Instruction

Interviews have been conducted for the open English instructor position and preparing to make a formal offer for the position. Math interviews will be held over the next week for the open position. Plan to have all instructional positions filled by the middle of July.

Five courses are currently being offered online through D2L, Desire to Learn learning management platform. Additionally, several faculties are piloting and working with D2L to determine ease of use and ability to transition courses to this platform. Other platforms will be researched over this next year to determine which platform GCCC will utilize as it moves forward with online and hybrid instruction.

Athletics

Thirteen GCCC Student athletes were honored with either Superior or Exemplary Academic Achievement awards from the National Junior College Athletic Association. These statuses are achieved by attaining a 3.6 GPA or higher while completing at least 45 credit hours and competing for at least one season.

The baseball team finished in the top 25 of the nation academically with an overall team GPA of 3.17 for the year. Men's golf finished third in the nation with an overall team GPA of 3.51. Softball was recognized as one of the top teams in the nation academically as well with an overall GPA of 3.15 for the year.

Each of the programs has held camps throughout this summer or will be hosting a camp throughout this fall for area youth and teams to participate in.

Compliance and student safety

Melanie Hands and Ryan Ruda will be attending training in Wichita at the end of July to receive additional training in the investigation and reporting side of Title IX on campus. Additionally, a review of policies related to student safety and title ix compliance is in place currently as well as revisions to staff training and employee handbooks.

This fall, in coordinated effort between Trish Miller, Campus Police and Student Government, there will be ongoing campaigns and education related to student safety, dating violence, harassment and other topics to make students aware of how to conduct themselves if presented with these issues as well as making them aware of the resources in place at GCCC.

Technical Education and Workforce:

The last month has brought on many new experiences for our technical education and workforce development portion of campus and I would like to take this opportunity to touch on a few of the highlights from the last few weeks.

We are continuing to run Ammonia Refrigeration classes throughout the summer and thru the month of June have held a Technician, Operator I, Operator II and a PSM/RMP class. Each of those classes bring in students from all over the United States and even across the world at times. We were scheduled to have a gentleman from Ghana in class last month but he was unable to make it, so we will continue to work on broadening our horizons in that realm.

Stephanie Whitesell has been running our non-credit continuing education department for a few months now and I cannot say enough good things about her. The positive impact she has made is nearly beyond belief at times. During the month of June we were able to offer classes covering QuickBooks, Excel Fundamentals, Excel Intermediate and even a Grilling class. She has been a tremendous asset to the college and to me personally and I expect to see some very dramatic changes within that department in the very near future.

The biggest task that we have taken on this past month is offering a workforce training program for certain individuals that were selected by our local KansasWorks center for specialized training in the area of Industrial Maintenance. This training is being funded with a grant from the Department of Commerce in relation with Tatro Plumbing and Naab Electric. The intent of the training is to develop skills in individuals to allow them to enter the workforce and be a viable employee. The Workforce Training is an 8 week program that started June 15th and will run through the first week of August. Students will be trained in OSHA, welding, electricity, business management, and other NCCER standards as well. We have recruited the help of our own instructors on campus to deliver most of training and they have been wonderful through the process. We are very much learning on the move with this particular grant because it was such a quick turnaround. However, everyone has adapted well and we are on pace to complete the program at the designated time and hopefully give these individuals some skill sets to assist them in being successful in the workforce.

We have also recently received news that our Perkins grant has been approved and they are simply waiting on our signed forms to get sent in, which are on their way. Our funding went up slightly from last year (approximately 5%), and a good portion of this year's grant will go to assist with the start-up of the Culinary program by purchasing equipment.

Dee Wigner, Executive Vice President:

Human Resources

Plans are well underway for the August 12th fall in-service. Dr. Frank Mensel and Dr. Bonny Franke will be the featured speakers. Several positions remain unfilled and interviews are underway.

Broncbuster Bookstore

Virga West, Bookstore Manager, started on the fall semester process by checking enrollment numbers, ordering books, checking stock on school and nursing supplies, checking clothing inventories and making sure there are adequate classroom supplies. Staff are taking advantage of the summer months to clean and rearrange the store. .

Facilities

Maintenance started and finished remodels of the John Deere office areas by replacing carpet, ceiling tiles, lighting, and the lay-in air diffusers. Maintenance has also completed renovations to the Tangeman locker room/Concession stand area as well as the mail room for the dorms. They continue to keep up on work orders and coordinating with grounds and custodial for any help they may need.

Grounds department employees are working on irrigation repairs and preparing to install irrigation and seed at the student housing complex. Parking lots are being sprayed for weeds. Workers are at Tangeman Fields almost daily preparing for use by the Garden City Recreation Commission t-ball games.

Transportation is excited to have a new 2011 MCI 50+ passenger bus. With the busy fall travel schedule, it will be a welcome addition to the fleet.

Custodians have been busy with summer cleaning which includes extracting carpets, cleaning walls and light fixtures, scrubbing, sealing and waxing floors. The cafeteria will be closed July 23-24 for scrubbing and waxing. There have been a few on campus events requiring set up and tear down, as well as numerous athletic camps.

GCCC Police Department

In an effort to enhance safety, and to reduce the overall effects of disasters/campus attacks, Garden City Community College (GCCC) is establishing a Campus Emergency Communication System. This system will provide immediate communication capabilities for our campus team members as we work through impending emergencies. There are two major components for this system. The first involves creating a Building Emergency Leader (BEL) Program which incorporates planning, education and campus-wide emergency notification capabilities. The second component involves the use of a portable radio system. Campus Police will be meeting with Division Directors and those recommended for the BEL positions in the next few weeks. The system will be activated in August 2015.

On July 9-10, 2015 the Campus Police Chief will be attending Advanced Armed Intruder training conducted by the ALICE Training Institute (Alert-Lockdown-Inform-Counter-Evacuate). The purpose of advanced ALICE training is to educate local and school-based law enforcement, as well as church, hospital, workplace administrators and safety professionals about the researched-based, proactive response approach to violent intruder events.

Creative Services

Jobs scheduled this month include printing spring diplomas and certificates, Registrar's Office forms, Admissions flyers, Campus Police Emergency Procedure Notebooks, and some instructional printing for the fall semester is starting arrive.

Business Office

Approximately 30 days after the end of each semester, Kim Harrison, Student Accounts Coordinator, sends a past due notice to the student warning them their account will be sent to collections if they don't make payment within 30 days. Students also have the option of signing up on the NelNet payment plan. If no payment is made, the account is sent to the state of Kansas for possible collection under the state Set-off program and to a collection agency. If a student makes no payments, after 24 months at collections, the account is written off.

Below is a comparison of the write offs for the current year to last year. Although it appears the write-offs for 2012-13 are high, the write-offs for 2011-12 were far less than previous years.

2014-15 Write off of 2012-13 academic year

2014-15 Write off of 2011-12 academic year

Total Number of Accounts	150	Total Number of Accounts	111
Total Dollar Amount	\$111,943.89	Total Dollar Amount	\$57,806.41
Tuition & Fees	\$ 67,233.83	Tuition & Fees	\$48,299.38
Room & Board	\$ 39,590.06	Room & Board	\$ 9,401.19
Cosmetology Fes	\$ 5,120.00	Cosmetology Fes	\$ 64.00
		Library Fines	\$ 41.84

Kansas Governor Sam Brownback signed into law HB 2154, which includes authorization for all veterans eligible for federal education benefits, along with all current members of the armed forces, to be eligible for in-state tuition rates at all 32 public postsecondary colleges and universities in Kansas, effective July 1, 2015, regardless of time spent in the state. In addition to extending this benefit to veterans, Kansas has declared all current members of the armed forces to be residents of the state for tuition and fee purposes (including army, navy, marine corps, air force, coast guard, Kansas army or air national guard, or any branch of the military reserves of the United States), along with current members' spouses and dependent children, who are enrolled or have been accepted for admission at a Kansas postsecondary educational institution. As a result of the new law, Business Office staff are working with Student Services to establish a new tuition code for veterans.

Several departments around campus are preparing for the annual financial audit which will begin later this month. The auditors will be on campus conducting the field work the week of July 20.