

November 6, 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 **Monday, November 9, 2015**. The meeting will be held in the **Kinney Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner downstairs in the Theatre of the Beth Tedrow Student Center
6:00 PM Regular board meeting called to order in the Kinney Room of the Beth Tedrow Student Center

AGENDA

I. CALL TO ORDER:

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

II. REPORTS:

- A. President’s Report

III. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (October 13, 2015).....pg 3
- B. Approval of personnel actions-Human Resources.....pg 8
 - B-1 Human Resources Report.....pg 9
 - B-2 Adjunct/Outreach Contractspg 10
- C. Financial informationpg 12
 - C-1 Checks processed in excess of \$20,000pg 13
 - C-2 Revenuespg 14
 - C-3 Expensespg 16
 - C-4 Cash in Bank.....pg 22
- D. Purchases over \$20,000
 - D-1 Lexmark Annual Maintenance.....pg 23
 - D-2 Bus Purchase.....pg 24

IV. OTHER ACTION..... Action

- A. Amendment to Daycare Agreementpg 25
- B. Acquisition of Real Propertypg 26

V. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS

- Monitoring Report..... **Action**
- A-1a- Monitoring No reports scheduled
- A-2 Review Monitoring Reports
 - A-2a Annual, Work Preparedness
- C. Board Process and Policy Governance Review

VI. OTHER

- A. Incidental Information.....pg 29
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT

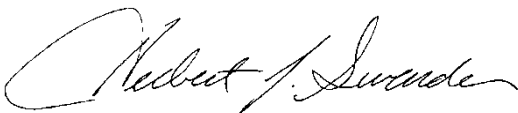
VII. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

November 10	Veterans Day Celebration, 10:00 a.m., Athletic Building Dedication of GCCC Welding Technology Center and Broncbuster Student Housing, 5:00 p.m., Welding Center parking lot
November 12	Technical Exploration Day
November 12-14	Fiddler on the Roof, Pauline Joyce Fine Arts Auditorium, 7:30 p.m.
November 15	Fiddler on the Roof, Pauline Joyce Fine Arts Auditorium, 2:30 p.m.
November 23-27	Thanksgiving Holiday, No Classes, Campus Closed
December 3	Winter Concert, Pauline Joyce Fine Arts Auditorium, 7:30 p.m.
December 6	Vespers, Pauline Joyce Fine Arts Auditorium, 7:30 p.m.
December 15	Monthly meeting of GCCC Board of Trustees, 6:00 p.m., Endowment Room, Beth Tedrow Student Center
December 12	Tuba Christmas, downtown Garden City, 3:00 p.m.
December 23-January 1	Christmas Break, No Classes. Offices Closed
January 4	Faculty/Staff Report
January 11	Classes Begin

VIII. EXECUTIVE SESSION

IX ADJOURNMENT



Dr. Herbert J. Swender, Sr.
President



Jeff Crist
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**

October 13, 2015

Trustees Present: Meryllyn Douglass, Jeff Crist, Melvin Neufeld, Terri Worf, Ron Schwartz

Trustees Absent: Steve Martinez

Others Present: Debra Atkinson, Deputy Clerk
Kale Baker, SGA President
Jordan Coons, Assistant Baseball Coach
Austin, Fisher, *Garden City Telegram*
Michael Knutson, Art Instructor
Stacy Oberheim, President's Receptionist
Larry Pander, Fire Science Instructor/Faculty Senate Representative
Ryan Ruda, Vice President of Student Services/Athletic Director
Jeff Southern, IT Director
Herbert Swender, President
Tammy Tabor, Student Services Specialist, SGA Sponsor
Kristi Tempel, Director of Public Relations/Marketing
Jerrad Webb, Director, Workforce
Dee Wigner, Executive Vice President

CALL TO ORDER:

Chair Crist called the meeting to order at 6:04 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.

COMMENTS FROM THE CHAIR:

Chair Crist made the following comments:

- Chair Crist noted that Kansas Supreme Court Justices, Eric Rosen and Dan Biles, were at Garden City Community College this afternoon to hold a conversation with students, faculty and staff. Students were attentive and had very good questions.
- Chair Crist extended congratulations to GCCC men's soccer on their national ranking of 16th place and to men's golf for their national ranking of 13th place.
- Congratulations were also expressed to the GCCC meats judging team. GCCC meats recently traveled to Austin Minnesota on Saturday, September 12 to compete in the Hormel National Barrow Show meat judging contest. GCCC placed 5th overall and 2nd in the fresh meats (pork) division, 4th in questions, and 6th in processed meats and placings. GCCC was the only community college present among the competitors.
- GCCC Board of Trustees extended their support to Umpqua Community College in Roseburg, Oregon upon the recent tragedy. Trustees stated that they were deeply saddened by these events, and that thoughts and prayers are with all those affected.

OPEN COMMENTS FROM PUBLIC:

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

INTRODUCTION OF NEW EMPLOYEES:

President, Herbert Swender introduced new GCCC employee, Stacy Oberheim, President's Receptionist. Vice President of Student Services/Athletics introduced new GCCC employees Michael Knutson, Art Instructor and Jordan Coons, Assistant Baseball Coach.

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

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Kale Baker, Student Government Association President, stated that he was very appreciative of the Kansas Supreme Court Justices' visit to GCCC and the extraordinary opportunity for GCCC students to ask questions and interact with them.

Baker went on to shared that several activities have been scheduled for GCCC students, including Blizzard of Bucks on October 14, Movie Night October 15, and Casino Night on October 29. Baker expressed appreciation for the many additional late night activities that are keeping everyone involved in the college experience.

Baker shared that many student on campus have expressed concern about GCCC tobacco policies, specifically vapor cigarettes/E-cigarettes. GCCC trustees encouraged administration to review the current tobacco policy and bring forward at the next meeting.

Chair Crist thanked Baker for his report.

REPORT FROM FACULTY SENATE:

Larry Pander, Fire Science Instructor/Faculty Senate Representative, reported that faculty senate recently hosted an ice cream social for faculty and Dr. Swender. Dr. Swender took faculty on a short tour of the Beth Tedrow Student Center to view renovations and updates. The time together allowed an opportunity for exchange of ideas and a brief question and answer session. Dr. Swender took the Fine Arts department to lunch last week. Pander reported that faculty was very busy and the year was running smoothly.

Chair Crist thanked those faculty that have taken on additional sections of classes and added additional students to their classes.

PRESIDENT'S REPORT:

President Swender distributed a map of Kansas Universities, Community College and Technical School service areas for Trustees to review.

Umpqua Community College:

Dr. Swender reported that administration, faculty and staff have sent a card to Umpqua Community College.

Enrollment:

Dr. Swender shared that fall enrollment is currently up 1.5% in credit hours and up 27 in headcount and continues to increase. Second 8 weeks session, which has a solid selection of courses, started the second week of October and a winter session will begin in December. GCCC is gearing up for increased capacity.

Business Office:

During the first week of financial aid distribution, the business office issued 530 checks to students for a total of \$756,343.11. The checks were issued to students who have a credit balance on their account after disbursement, \$2,489,898.96 has been posted to student accounts from scholarships, loans, and grants. Dr. Swender complimented the business office staff for the excellent work that has been done during this distribution period.

Beth Tedrow Student Center:

The bookstore has moved to its' new home and is open for business. A Grand Opening is planned for October 16. The lobby areas are complete and open for student use. The cafeteria entrance is now off the residential life lobby on the east side of the cafeteria. Pool tables have been delivered and will be assembled for student use in the lower level of the student center.

Broncbuster Housing:

Sod was recently laid at the Broncbuster Student Housing. Dr. Swender thanked GCCC grounds and maintenance crews for doing the work and making it look so good.

CONSENT AGENDA:

Chair Crist asked if Trustees wished to remove any items from the consent agenda. Item III- A-September 8, 2015 minutes and III-D-1 Bus Purchase were pulled for discussion purposes.

Chair Crist then asked for a motion approving Consent Agenda items III- B, and C.

Motion:

Schwartz moved, seconded by Worf to approve consent agenda items, III- B- C as presented.

Ayes: Crist, Douglass, Neufeld, Schwartz, Worf

Motion carried: 5-0

Approved actions follow:

(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 SUBMITTED FINANCIAL INFORMATION, as presented
(Supporting documents filed with official minutes.)

ITEM III-A-APPROVAL of MINUTES (September 8, 2015):

September 8, 2015 minutes reflect that *Worf* made the motion to approve the consent agenda. Minutes will be corrected to reflect that *Douglass* moved to approve the consent agenda items of the September 8, 2015 GCCC Board of Trustee meeting. Corrected minutes will be posted on the GCCC website.

Motion:

Neufeld moved, seconded by Worf to approve September 8, 2015 GCCC Board of Trustee meeting minutes as amended to reflect that Douglass moved to approve the consent agenda items of the September 8, 2015 GCCC.

Ayes: Crist, Douglass, Neufeld, Schwartz, Worf

Motion carried: 5-0

ITEM III-D-1 BUS PURCHASE:

The insurance adjuster has determined that the damage incurred to the 2012 29-passenger bus last January cannot be repaired. They have agreed to total the vehicle. We are currently negotiating a settlement amount.

In order to avoid having to continue to lease transportation, we are asking board permission to purchase a used bus. It has been determined that a 50+passenger bus would best meet the needs of GCCC. Administration is requesting authority to purchase a used bus when one becomes available with a not to exceed price of \$350,000.

Motion:

Douglass moved, seconded by Schwartz to authorize administration to purchase a used bus not to exceed \$350,000 less funds received from insurance proceeds.

Ayes: Crist, Douglass, Neufeld, Schwartz, Worf

Motion carried: 5-0

MONITORING REPORTS and ENDS REPORTS:

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

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

Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

- Annual, Essential Skills
- Annual, Workforce Development

No changes were recommended at this time.

Trustee Worf took this opportunity to open a discussion regarding the current lack of housing for GCCC students. Dr. Swender shared with Trustees that GCCC administration is in the process of working with architects on a plan for additional housing to meet the increasing need. Dr. Swender indicated that administration would consider revenue bonds, not tax bonds for funding of the construction in addition to other options. Dr. Swender stated that the process was in the early stages and would take some time for selecting a Contract Manager (or) Construction Manager at Risk, development of construction documents and the bid process. Dr. Swender went on to say that the administration is acting on the charge of the Board to grow the college.

FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Nicole Lucas will begin November 1 as project manager.
- Dairy Farmers of America ground breaking was last week.
- Senior living grand breaking is scheduled for next spring.
- Northwest RV Park at junction of highway 83 and 50 is open.
- Discussions have begun regarding day care availability in Garden City. Currently there are 500 placements not filled. FCEDC is looking at development of learning centers to meet the growing need.
- Italian restaurant will be opening very soon.

REPORT FROM KACCT:

- KACCT quarterly meeting were held at Cloud County September 10-11.
- Several new community college presidents were in attendance.
- KACCT quarterly meeting to be held December 6-7

OWNERSHIP LINKAGE:

Trustees indicated that they are excited about the character that our athletes are developing. Athletics is about more than winning games, it builds character

EXECUTIVE SESSION:

Douglass moved, seconded by Worf that the board recess briefly at 8:16 p.m. for a five minute break and reconvene into a twenty minute executive session at 8:21 p.m. for the purpose of discussing matters of security.

No action will be taken

Ayes: Crist, Douglass, Neufeld, Schwartz, Worf

Motion carried: 5-0

Persons included in executive session:

GCCC board of Trustees

Herbert Swender, President

Due to scheduling conflict the November 10 GCCC Board of Trustee meeting will be moved to November 9 at 6:00 p.m.

Meeting adjourned at 8:41 p.m.

UPCOMING CALENDAR EVENTS:

November 12-15	"Fiddler on the Roof" Play Thursday-Friday 7:30 p.m., Sunday 2:30 p.m., Pauline Joyce Fine Arts Auditorium
November 23-25	Thanksgiving Break, No Classes, Offices Closed
December 3	Winter Concert, Pauline Joyce Fine Arts Auditorium, 7:30 p.m.
December 6	Vespers, Pauline Joyce Fine Arts Auditorium, 7:30 p.m.
December 8	Regular monthly meeting of GCCC Board of Trustees 6:00 p.m.
December 12	Tuba Christmas, downtown Garden City, 3:00 p.m.
December 23-January 1	Christmas Break, No Classes. Offices Closed

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Jeff Crist
Chair of the Board

Agenda No: III-B

Date: November 9, 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 and transfers/promotions serving Garden City Community College and are presented for board approval.

Budget Information:

Salaries are commensurate with duties and responsibilities and are included in the annual budget.

Recommended Board Action:

Approve the personnel for employment, retirement, separation, and transfer/promotion as reported by the office of Human Relations.

Board Action Taken: _____Approved _____Disapproved

_____Ayes _____Nays _____No Action

Board Member Notes:



November 6, 2015

To: Board of Trustees

From: Sara Koehn, PHR, SHRM-CP, Director of Human Resources

New Hires

Nalleli Chanocua, Facilities Office Manager, effective Nov. 2, 2015

Transfers/Promotions

Pam Harms, Payroll Assistant, effective August 1, 2015

Lecia Sims, Instructional Designer, effective November 2, 2015

Tomas Cone, Admissions Representative, effective November 9, 2015

Diversity Recruitment Opportunity

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

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Payroll for 11/20/15)

INSTRUCTOR	CLASS		AMOUNT
Falke, James	Hazardous Materials Operations (FIRE-111-UL) 10/12 - 12/11/2015	1.50 credit hour(s) x \$500.00/hour =	\$750.00
Lamb, Colin (Team Teaching w/ R. Ruda)	Teamleading/Collab Leadership (PSYC-206-50) 10/12 - 12/11/2015	1.50 credit hour(s) x \$500.00/hour =	\$750.00
Martin, Raechal	College Success (PCDE-101-21) 10/12 - 12/11/2015	1.00 credit hour(s) x \$500.00/hour =	\$500.00
Roth, Kitra (Team Teaching w/ E. Wampler, D. Exstrom, L. Kasselmann, L. Landgraf & T. Lamb)	KSPN Foundations-Nursg Clinic 08/17 - 10/14/2015	0.33 credit hour(s) x \$500.00/hour =	\$166.67
Ruda, Ryan (Team Teaching w/ C. Lamb)	Teamleading/Collab Leadership (PSYC-206-50) 10/12 - 12/11/2015	1.50 credit hour(s) x \$500.00/hour =	\$750.00
Salazar, Nicholas	English I (ENGL-101-60) 10/12 - 12/11/2015	3.00 credit hour(s) x \$500.00/hour =	\$1,500.00
Scott, Judy	Art Appreciation (ARTS-120-32) 10/12 - 12/11/2015	3.00 credit hour(s) x \$500.00/hour =	\$1,500.00
Weeks, Ben	Police Firearms III 10/20 - 12/01/2015	1.00 credit hour(s) x \$500.00/hr =	\$500.00
OUTREACH FACULTY			
Musick, Andrew	Public Speaking (SPCH-111-LK) 08/24 - 12/08/2015	3.00 credit hour(s) x \$500.00/hour =	\$1,500.00
Hoover, Kevin	Nursing Home Med. Aide Lab (HELR-103L-LK) 08/10 - 12/11/15	2.00 credit hour(s) x \$500.00/hour = Extra Amount: \$400.00 Lab for required on-site visits	\$1,400.00
Hoover, Kevin	Nursing Home Med. Aide (HELR-1033-LK) 10/12 - 12/11/2015	3.00 credit hour(s) x \$500.00/hour =	\$1,500.00
Hoover, Kevin	Nursing Home Med. Aide (HELR-103L-LKA) 08/10 - 12/11/2015	2.00 credit hour(s) x \$500.00/hour =	\$1,000.00
TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS			\$11,816.67

**GARDEN CITY COMMUNITY COLLEGE
FACULTY CONTRACTS FOR NON-CREDIT CLASSES**

(Presented to Payroll for 11/20/15)

INSTRUCTOR	CLASS	AMOUNT
Morphew, Jamie	Quickbooks Level 1 (COMP-701-01) Non-Credit - 12 Contact hour(s) 12 Contact hour(s) @ \$30.00/hour 10/27 - 10/28 - 10/29/2015	\$360.00
Luna Ramos, Luis	Excel Level 2 (COMP-302-02) Non-Credit - 8 Contact hour(s) 8 contact hour(s) @ \$15.00/hour 10/26 - 10/27/2015	\$120.00
TOTAL NON-CREDIT FACULTY CONTRACTS		\$480.00

Agenda No: III-C

Date: November 9, 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

November 2015

Purchases over \$20,000 requiring bid sheets

- Check #244414 to Leeder Furniture, Inc. for \$44,208.06 for wardrobe units for the student housing. This purchase was approved at the June 9, 2015 board meeting.
- Check #244903 to Lexmark Enterprise Software for \$24,942.00 for ImageNow software annual maintenance bid sheet indicated single source provider. Bid sheet indicated single source vendor.
- Check #244588 to Leeder Furniture, Inc. for \$24,107.58 for bunk beds for dormitory. This purchase was approved at the May 12, 2015 board meeting.

Payments over \$20,000 not requiring bid sheets

- Check #244150 to Dick Construction, Inc. for \$141,392.50 for multiple invoices including payment for the student center remodel. The project was previously approved by the Board.
- Check # 244168 to Kansas Jayhawk Community College Conference for \$21,432.00 for game officials for men's and women's basketball.
- Check #244389 to the City of Garden City for \$79,472.64 for monthly utilities.
- Check #244390 to Commerce Bank for \$68,419.43 for various purchase card purchases.
- Check #244397 to EduKan for \$84,374.00 for Fall 2015 Session 1 tuition and resource fees.
- Check #244570 to Dick Construction, Inc. for \$224,390.00 for payment for construction on the welding lab. This project was previously approved by the Board.
- Check #244712 to Dick Construction, Inc. for \$101,817.00 for partial payment for construction services on the athletic complex. This project was previously approved by the Board.
- Check #244716 to EduKan for \$49,458.00 for Fall 2015 Session 2 tuition and resource fees.
- Check #244718 to Ellucian for \$23,835.00 for portal licensing and maintenance. This purchase was approved by the Board at the July 14, 2015 board meeting.
- Check #244764 to Blue Cross and Blue Shield for \$86,164.75 for employee health insurance.
- Check #244896 to Great Western Dining for \$105,421.68 for multiple invoices for dining services.

Fiscal Year: 2016

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	10,862.17-	1,063,730.00-	2,100,000.00-	1,036,270.00-	49.35
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	4,788.00-	164,778.00-	375,000.00-	210,222.00-	56.06
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	740.00-	65,944.00-	125,000.00-	59,056.00-	47.24
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	84.00	62,032.00-	105,000.00-	42,968.00-	40.92
11-00-0000-00000-4007 TECHNOLOGY FEE-C	0.00	686.70-	166,149.00-	380,000.00-	213,851.00-	56.28
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	960.00-	36,480.00-	57,000.00-	20,520.00-	36.00
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	45.10-	7,688.81-	60,000.00	67,688.81	112.81
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	282.00-	36,096.00-	20,000.00-	16,096.00	80.47-
11-00-0000-00000-4014 TUITION BORDER STA	0.00	2,059.00-	114,337.00-	325,000.00-	210,663.00-	64.82
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	0.00	350.00-	15,000.00-	14,650.00-	97.67
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	250.00-	5,110.00-	0.00	5,110.00	0.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	1,000.00-	5,500.00-	10,000.00-	4,500.00-	45.00
11-00-0000-00000-4512 VENDING MACHINES :	0.00	190.45-	741.81-	10,000.00-	9,258.19-	92.58
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	0.00	6,440.00-	20,000.00-	13,560.00-	67.80
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	845,688.00-	1,691,376.00-	845,688.00-	50.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	11,235.27	131,400.42-	9,235,000.00-	9,103,599.58-	98.58
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	81,890.71-	381,419.09-	740,000.00-	358,580.91-	48.46
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	1,210.89-	5,657.53-	7,500.00-	1,842.47-	24.57
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	4,798.05	81,189.10-	160,000.00-	78,810.90-	49.26
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	100,000.00-	100,000.00-	100.00
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	6,970.14-	5,000.00-	1,970.14	39.39-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	17.35-	341.26-	20,000.00-	19,658.74-	98.29
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	10,000.00-	10,000.00-	100.00
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	3,353.27-	13,452.18-	0.00	13,452.18	0.00
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	15.31-	345.16-	0.00	345.16	0.00
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	38,171.24	0.00	38,171.24-	0.00
11-00-0000-00000-4817 NEIGH REV T : GENER	0.00	0.00	9,725.39	0.00	9,725.39-	0.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	2,046.28-	1,706.79	20,000.00-	21,706.79-	108.53
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	948.00-	4,194.00-	0.00	4,194.00	0.00
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	54,307.52-	110,000.00-	55,692.48-	50.63
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	425.56-	8,545.24-	150,000.00-	141,454.76-	94.30
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	1,713.35-	6,383.79-	15,000.00-	8,616.21-	57.44
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,142,387.00	1,142,387.00	100.00
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	727,362.00-	727,362.00-	100.00
=====						
Totals for FUND: 11 - GENERAL	0.00	97,366.82-	3,225,666.63-	15,330,851.00-	12,105,184.37-	78.96
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12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	16,548.00-	64,527.00-	125,000.00-	60,473.00-	48.38
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	9,569.00-	146,606.00-	350,000.00-	203,394.00-	58.11
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	0.00	35.00	7,500.00-	7,535.00-	100.47
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	506,466.00-	1,012,931.00-	506,465.00-	50.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	0.00	265,000.00-	265,000.00-	100.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,142,387.00-	1,142,387.00-	100.00
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Totals for FUND: 12 - PTE FUND	0.00	26,117.00-	717,564.00-	2,902,818.00-	2,185,254.00-	75.28

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	568.68	6,661.07-	470,000.00-	463,338.93-	98.58
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	4,174.96-	19,445.59-	36,790.00-	17,344.41-	47.14
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	61.73-	288.41-	378.00-	89.59-	23.70
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	243.95	4,163.00-	8,080.00-	3,917.00-	48.48
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	5,010.00-	5,010.00-	100.00
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	355.35-	0.00	355.35	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.94-	17.74-	750.00-	732.26-	97.63
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	14,983.00-	14,983.00-	100.00
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	170.95-	685.85-	0.00	685.85	0.00
61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.78-	17.59-	0.00	17.59	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	1,934.01	0.00	1,934.01-	0.00
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	492.90	0.00	492.90-	0.00
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	172,807.00	172,807.00	100.00
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Totals for FUND: 61 - CAPITAL OUTLAY	0.00	3,596.73-	29,207.69-	363,184.00-	333,976.31-	91.96
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Totals for BUDGET.OFFICER: Unassigned	0.00	127,080.55-	3,972,438.32-	18,596,853.00-	14,624,414.68-	78.64

Fiscal Year: 2016

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	10,510.43	29,754.94	117,531.00	87,776.06	74.68
DEPARTMENT: 11020 - HUMANITIES	179.35	884.81	3,348.94	1,650.00	1,878.29	113.83-
DEPARTMENT: 11021 - ENGLISH	0.00	28,924.40	81,304.80	301,791.00	220,486.20	73.06
DEPARTMENT: 11022 - SPEECH	0.00	5,860.03	16,244.64	52,863.00	36,618.36	69.27
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	117.74	235.48	220.00	15.48	7.03-
DEPARTMENT: 11025 - JOURNALISM	0.00	5,970.94	20,033.72	68,151.00	48,117.28	70.60
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	972.00	972.00	100.00
DEPARTMENT: 11030 - ART	1,472.77	12,077.17	37,947.44	106,063.00	66,642.79	62.83
DEPARTMENT: 11031 - DRAMA	0.00	8,695.81	23,608.23	77,930.00	54,321.77	69.71
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	7,916.46	23,250.47	82,345.00	59,094.53	71.76
DEPARTMENT: 11033 - INST MUSIC	649.59	3,799.05	8,899.05	29,565.00	20,016.36	67.70
DEPARTMENT: 11040 - SCIENCE	0.00	27,172.01	75,075.83	296,151.00	221,075.17	74.65
DEPARTMENT: 11050 - MATH	3,250.00	27,815.52	81,249.18	330,655.00	246,155.82	74.44
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	34,836.59	103,108.96	384,020.00	280,911.04	73.15
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	20,952.91	79,002.49	224,173.00	145,170.51	64.76
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	11,544.13	40,592.58	83,601.00	43,008.42	51.44
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	0.00	0.00	720.00	720.00	100.00
DEPARTMENT: 11081 - READING	0.00	4,480.11	10,212.70	34,371.00	24,158.30	70.29
DEPARTMENT: 11082 - ESL	0.00	5,624.36	16,901.76	68,631.00	51,729.24	75.37
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	12,286.98	17,077.17	28,940.00	11,862.83	40.99
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	400.00	1,300.00	5,000.00	3,700.00	74.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	41,171.73	40,975.10	169,427.11	413,430.00	202,831.16	49.06
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	248.00	0.00	248.00	0.00
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	0.00	1,377.00	1,377.00	100.00
DEPARTMENT: 41000 - LIBRARY	1,668.71	14,219.06	59,537.07	187,708.00	126,502.22	67.39
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	35.06	6,971.71	23,504.37	135,228.00	111,688.57	82.59
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	9,991.61	26,681.95	853,110.00	826,428.05	96.87
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	2,263.85	7,907.63	28,687.00	20,779.37	72.43
DEPARTMENT: 42002 - OUTREACH	23,090.00	3,999.26	49,575.26	111,566.00	38,900.74	34.87
DEPARTMENT: 42003 - FACULTY SENATE	0.00	0.00	1,305.01	0.00	1,305.01	0.00
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	0.00	2,319.24	0.00	2,319.24	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	918.73	17,873.21	68,456.38	214,711.00	145,335.89	67.69
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	0.00	18,935.00	18,935.00	100.00
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	0.00	11,907.00	11,907.00	100.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	14,291.69	52,916.59	178,714.00	125,797.41	70.39
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	3,983.27	18,194.44	62,368.00	44,173.56	70.83
DEPARTMENT: 50020 - FINANCIAL AID OFFI	13.60	36,515.05	102,109.08	393,430.00	291,307.32	74.04
DEPARTMENT: 50030 - ADMISSIONS	200.00	7,506.52	41,063.81	147,677.00	106,413.19	72.06
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	12,056.70	49,564.80	163,915.00	114,350.20	69.76
DEPARTMENT: 50050 - STUDENT HEALTH SER	1,132.73	321.00	321.00	3,448.00	2,636.27	76.46
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	2,313.52	27,594.20	235,260.37	532,595.25	295,021.36	55.39
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	21,785.26	45,672.96	124,340.00	78,667.04	63.27
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	3,269.10	18,003.51	39,908.68	114,669.00	71,491.22	62.35
DEPARTMENT: 55003 - MEN'S TRACK	30.00	5,864.33	22,752.91	58,281.00	35,498.09	60.91
DEPARTMENT: 55004 - WOMEN'S TRACK	30.00	5,456.96	19,170.45	56,801.00	37,600.55	66.20
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	141.75	6,975.09	28,099.39	99,060.00	70,818.86	71.49
DEPARTMENT: 55006 - FOOTBALL	410.00	37,793.07	167,382.14	353,396.00	185,603.86	52.52

DEPARTMENT: 55007 - BASEBALL	0.00	9,470.26	45,313.92	120,285.00	74,971.08	62.33
DEPARTMENT: 55008 - VOLLEYBALL	0.00	11,634.91	38,137.83	95,641.00	57,503.17	60.12
DEPARTMENT: 55009 - WOMEN'S SOCCER	273.00	9,204.19	33,984.55	62,348.00	28,090.45	45.05
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	6,697.75	24,990.96	41,248.00	16,257.04	39.41
DEPARTMENT: 55012 - CHEERLEADING	193.70	3,710.51	30,826.77	63,461.75	32,441.28	51.12
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,191.39	12,993.89	34,782.00	21,788.11	62.64
DEPARTMENT: 55014 - RODEO TEAM	787.50	13,694.99	50,324.64	143,402.00	92,289.86	64.36
DEPARTMENT: 55015 - MEN'S GOLF	0.00	6,985.38	14,265.22	39,765.00	25,499.78	64.13
DEPARTMENT: 55019 - ATHLETIC TRAINING	1,330.00	9,984.34	59,564.41	132,334.00	71,439.59	53.98
DEPARTMENT: 55020 - PEP BAND	0.00	4,237.45	17,111.44	53,637.00	36,525.56	68.10
DEPARTMENT: 61000 - PRESIDENT	318.75	53,463.84	169,464.46	526,647.00	356,863.79	67.76
DEPARTMENT: 61001 - BOARD OF TRUSTEES	91.77	130.80	1,598.38	24,840.00	23,149.85	93.20
DEPARTMENT: 61005 - ATTORNEY	0.00	909.92	4,883.14	35,000.00	30,116.86	86.05
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	29,627.92	66,793.91	280,603.00	1,665,121.00	1,354,890.08	81.37
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	8,240.04	35,626.90	145,416.00	109,789.10	75.50
DEPARTMENT: 62011 - ADA COMPLIANCE	4,000.00	4,376.85	13,380.22	66,433.00	49,052.78	73.84
DEPARTMENT: 62050 - ONE-TIME PURCHASES	91,681.39	79,631.18	47,187.42-	940,000.00	895,506.03	95.27
DEPARTMENT: 63000 - INFORMATION SERVIC	1,960.00	5,480.43	59,290.68	135,393.00	74,142.32	54.76
DEPARTMENT: 64000 - INFORMATION TECHNO	15,485.37	28,616.64	245,214.63	723,898.00	463,198.00	63.99
DEPARTMENT: 65000 - CENTRAL SERVICES	0.00	9,163.56	45,417.76	133,298.00	87,880.24	65.93
DEPARTMENT: 66000 - MARKETING	0.00	0.00	6,890.00	0.00	6,890.00-	0.00
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	2,279.42	17,511.78	60,504.10	172,591.00	109,807.48	63.62
DEPARTMENT: 71000 - BUILDINGS	9,835.68	28,326.32	112,083.32	425,946.00	304,027.00	71.38
DEPARTMENT: 72000 - CUSTODIAL SERVICES	8,927.53	42,784.80	176,958.80	558,660.00	372,773.67	66.73
DEPARTMENT: 73000 - GROUNDS	2,078.02	20,864.83	72,321.56	253,429.00	179,029.42	70.64
DEPARTMENT: 73001 - ATHLETIC FIELDS	1,447.50	10,861.58	27,950.26	69,953.00	40,555.24	57.97
DEPARTMENT: 74000 - VEHICLES	13,023.46	414.70-	30,183.24	385,150.00	341,943.30	88.78
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	14,498.15	55,680.69	186,545.00	130,864.31	70.15
DEPARTMENT: 76000 - INSURANCE	0.00	13,751.02	207,071.70	273,514.00	66,442.30	24.29
DEPARTMENT: 77000 - UTILITIES	0.00	74,087.59	229,331.44	855,000.00	625,668.56	73.18
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	1,317.55-	93,188.78-	62,000.00	155,188.78	250.30
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	1,311.00	9,020.00	7,709.00	85.47
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	7,923.00	11,325.00	33,087.00	21,762.00	65.77
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	1,498.00	11,000.00	9,502.00	86.38
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	1,083.00-	117,015.00	156,000.00	38,985.00	24.99
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	57.00-	48,507.00	55,194.00	6,687.00	12.12
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	684.00-	11,892.00	0.00	11,892.00-	0.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	4,902.07	15,521.13	24,116.00	8,594.87	35.64
DEPARTMENT: 98001 - CHILD CARE	0.00	4,125.00	16,275.00	55,000.00	38,725.00	70.41

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FUND: 11 - GENERAL

263,317.65 1,095,366.13 4,144,820.86 15,330,851.00 10,922,712.49 71.25

Fiscal Year: 2016

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	4,517.33	13,275.85	53,077.00	39,801.15	74.99
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	1,880.13	9,657.81	25,597.00	15,939.19	62.27
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	10,050.52	32,304.83	114,187.00	81,882.17	71.71
DEPARTMENT: 12200 - ADN PROGRAM	439.44	32,004.80	85,544.16	280,305.00	194,321.40	69.32
DEPARTMENT: 12201 - LPN PROGRAM	2,532.56	16,566.15	62,084.10	233,031.56	168,414.90	72.27
DEPARTMENT: 12202 - EMT	0.00	6,773.19	20,512.93	88,856.00	68,343.07	76.91
DEPARTMENT: 12203 - ALLIED HEALTH	126.00	12,944.12	36,057.08	148,748.00	112,564.92	75.67
DEPARTMENT: 12210 - AGRICULTURE	12.48	4,311.68	13,326.64	56,356.00	43,016.88	76.33
DEPARTMENT: 12211 - ANIMAL SCIENCE	4,598.01	12,036.40	35,481.09	109,210.00	69,130.90	63.30
DEPARTMENT: 12212 - CULINARY PROGRAM	0.00	4,770.80	13,930.85	60,638.00	46,707.15	77.03
DEPARTMENT: 12220 - JOHN DEERE AG TECH	2,193.36	12,542.99	38,218.21	163,340.00	122,928.43	75.26
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	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12240 - CRIMINAL JUSTICE	566.00	11,254.20	22,385.94	84,837.00	61,885.06	72.95
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	8,010.15	19,321.04	73,538.00	54,216.96	73.73
DEPARTMENT: 12250 - COSMETOLOGY	0.00	14,204.15	41,289.16	169,812.00	128,522.84	75.69
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	9,970.49	29,237.53	146,673.10	376,943.00	220,299.41	58.44
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	0.00	2,000.00	2,000.00	100.00
DEPARTMENT: 12273 - WELDING	10,260.23	17,008.89	50,262.92	181,861.00	121,337.85	66.72
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	10,898.20	40,866.16	587,381.44	546,515.28	93.04
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	75,000.00	75,000.00	100.00
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FUND: 12 - PTE FUND	30,698.57	209,011.23	681,191.87	2,902,818.00	2,190,927.56	75.48

Fiscal Year: 2016

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,194.00	3,596.53	7,194.76	99,594.00	91,205.24	91.58
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	10,750.00	6,701.00	4,049.00	60.41
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	4,172.54	4,172.54	0.00	4,172.54	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	1,379.42	0.00	1,379.42	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,235.70	500.00	500.00	8,000.00	7,264.30	90.80
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	798.01	1,694.58	896.57	52.91
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,175.46	4,934.19	0.00	4,934.19	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	4,240.00	4,240.00	6,000.00	1,760.00	29.33
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	163.51	0.00	163.51	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	2,169.50	400.00	1,523.68	6,148.00	2,454.82	39.93
DEPARTMENT: 55007 - BASEBALL	190.00	188.00	8,483.13	13,000.00	4,326.87	33.28
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	1,461.63	1,461.63	0.00	1,461.63	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	198.36	115.00	83.36	72.48
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	106.50	1,000.00	893.50	89.35
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FUND: 14 - ADULT SUPPLEMENTARY ED	4,789.20	14,734.16	44,905.73	142,252.58	92,557.65	65.07

Fiscal Year: 2016

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,709.09	1,621.87	9,500.00	7,878.13	82.93
DEPARTMENT: 94000 - STUDENT CENTER	45,184.55	106,730.01	21,336.60-	267,611.00	243,763.05	91.09
DEPARTMENT: 95000 - STUDENT HOUSING	21,437.44	238,592.02	490,005.34	2,097,589.00	1,586,146.22	75.62
DEPARTMENT: 98000 - COSMETOLOGY	3,173.75	6,466.55	56,251.32	191,032.56	131,607.49	68.89
DEPARTMENT: 97000 - BOOKSTORE	19,096.66	28,030.59	235,141.37	1,068,000.00	813,761.97	76.19
DEPARTMENT: 91000 - ARENA	0.00	429.64	2,159.72	0.00	2,159.72-	0.00
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FUND: 16 - AUXILIARY ENTITIES	88,892.40	381,957.90	763,843.02	3,633,732.56	2,780,997.14	76.53

Fiscal Year: 2016

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	3,500.00	7,000.00	10,500.00	15,000.00	1,000.00	6.67
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	10,193.06	0.00	10,193.06-	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	5,055.00	5,055.00	100.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	1,249.69	2,087.46	27,624.52	125,115.11	96,240.90	76.92
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	2,100.05	6,614.63	6,614.63	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	104.08	299.00	299.00	3,393.80	2,990.72	88.12
DEPARTMENT: 50000 - DEAN OF STUDENT SE	5,069.99	7,972.40	145,208.04	155,124.01	4,845.98	3.12
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	1,002.80	2,742.94	1,740.14	63.44
DEPARTMENT: 12273 - WELDING	26,641.72	34,517.10	65,123.86	665,690.93	573,925.35	86.21
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	3,023.53	3,880.85	857.32	22.09
DEPARTMENT: 42000 - DEAN OF LEARNING S	136.49	211.96	1,483.86	1,761.25	140.90	8.00
DEPARTMENT: 11040 - SCIENCE	0.00	114.70	3,981.06	30,379.17	26,398.11	86.90
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	17,113.07	33,194.00	16,080.93	48.45
DEPARTMENT: 14010 - AO-K	695.89	0.00	1,726.71	9,456.07	7,033.47	74.38
DEPARTMENT: 50000 - DEAN OF STUDENT SE	3,180.00	29,731.44	58,201.84	513,416.00	452,034.16	88.04
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	3,494.55	13,236.80	47,430.75	34,193.95	72.09
DEPARTMENT: 42005 - DEAN OF TECHNICAL	8,543.00	4,996.74	28,789.67	95,461.00	58,128.33	60.89
DEPARTMENT: 42000 - DEAN OF LEARNING S	759.36	8,406.49	28,313.98	104,985.25	75,911.91	72.31
=====						
FUND: 22 - RESTRICTED GRANTS	49,880.22	100,931.89	422,436.43	1,818,700.76	1,346,384.11	74.03

Fiscal Year: 2016

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	4,297.86	0.00	0.00	0.00	4,297.86-	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	4,147.27	0.00	4,147.27-	0.00
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	4,297.86	0.00	4,147.27	0.00	8,445.13-	0.00

Fiscal Year: 2016

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	137.81	551.23	1,516.00	964.77	63.64
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	2,998.94	4,000.00	1,001.06	25.03
DEPARTMENT: 13301 - ADULT ED - INSTRUC	100.00	12,157.04	40,089.06	175,216.00	135,026.94	77.06
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	525.89	575.89	8,653.00	8,077.11	93.34
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	16,240.23	50,257.48	137,804.00	87,546.52	63.53
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	37,500.00-	37,500.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	5,935.85	21,790.73	54,771.03	32,980.30	60.21
=====	=====	=====	=====	=====	=====	=====
FUND: 24 - ADULT EDUCATION	100.00	34,996.82	116,263.33	344,460.03	228,096.70	66.22

Fiscal Year: 2016

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	59,754.00	282,858.00	56,454.00-	363,184.00	359,884.00	99.09
=====	=====	=====	=====	=====	=====	=====
FUND: 61 - CAPITAL OUTLAY	59,754.00	282,858.00	56,454.00-	363,184.00	359,884.00	99.09

Fiscal Year: 2016

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	18,573.57	58,535.86	169,907.29	475,162.69	286,681.83	60.33
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,000.00	0.00	0.00	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	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	500.00	1,000.00	500.00	50.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	768.01	999.82	1,000.00	0.18	0.02
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	4,811.72	24,856.80	0.00	24,856.80-	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	4,071.10	1,592.82	1,592.82	75,235.00	69,571.08	92.47
DEPARTMENT: 50000 - DEAN OF STUDENT SE	627.00	119.94	740.83	14,800.00	13,432.17	90.76
=====	=====	=====	=====	=====	=====	=====
FUND: 71 - ACTIVITY/ORGANIZATION FD	24,271.67	65,828.35	203,597.56	580,697.69	352,828.46	60.76

Fiscal Year: 2016

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	7,215.00	0.00	7,215.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	2,424.00	0.00	2,424.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	3,579.00	0.00	3,579.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	6,003.00	0.00	6,003.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	912.00-	39,513.00	0.00	39,513.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	4,620.00	0.00	4,620.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	741.00-	17,217.00	0.00	17,217.00-	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	6,402.00	0.00	6,402.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	456.00-	11,778.00	0.00	11,778.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	15,171.00	0.00	15,171.00-	0.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	3,465.00	0.00	3,465.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	12,534.00	0.00	12,534.00-	0.00
DEPARTMENT: 55020 - PEP BAND	0.00	0.00	1,212.00	0.00	1,212.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	1,155.00	5,832.00	0.00	5,832.00-	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	4,278.00	0.00	4,278.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	2,489.00	0.00	2,489.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	4,300.00	0.00	4,300.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	16,908.00	0.00	16,908.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	1,212.00	0.00	1,212.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	14,259.00	0.00	14,259.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	1,513.00	14,893.00	0.00	14,893.00-	0.00
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	10,980.00	0.00	10,980.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	559.00	206,284.00	0.00	206,284.00-	0.00

Fiscal Year: 2016

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	132,096.00	154,821.00	509,000.00	354,179.00	69.58
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	132,096.00	154,821.00	509,000.00	354,179.00	69.58

Garden City Community College
10/31/2015

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 289,500.03	0.0000%
State Municipal Invest. Pool	\$ 11.01	0.0097%
FNB of Garden City - Money Market	\$ 25,479.64	0.2500%
FNB of Garden City - Insured Cash Sweep	\$ 4,298,210.52	0.2500%
Commerce Bank - Money Market	\$ 155,648.27	0.0800%
Landmark National Bank	\$ 949,488.41	0.1400%
	<u>\$ 5,718,337.88</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
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>\$ 5,000,000.00</u>			
Total		<u><u>\$ 10,718,337.88</u></u>			

Agenda No: III-D-1

Date: November 9, 2015

Topic: Lexmark Annual Maintenance

Presenter: Dr. Herbert J. Swender

Background Information:

Garden City Community College uses “ImageNow” provided by Lexmark Enterprise Software (previously Perceptive Software) to store electronic documents for several offices on campus including Financial Aid, Admissions, Human Resources and the Business Office. “ImageNow” is integrated with our student information system, Datatel’s “Colleague”.

This is an annual maintenance agreement in the amount of \$24,192.00, which is the same cost as last year. This is a single source vendor as we are purchasing directly from the software vendor and not a third party.

The invoice for the payment came after the October regular board meeting and was due by October 31, 2015. It was an administrative decision to go ahead with the payment and notify Board Chair of such action. The payment was processed on October 30, to avoid any disruption in service and additional charges.

Budget Information:

\$24,192.00 – General Fund

Recommended Board Action:

Approve payment of \$24,192.00 for “ImageNow” maintenance agreement.

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

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

Board Member Notes:

Agenda No: III-D-2

Date: November 9, 2015

Topic: 50+ Passenger Bus Purchase

Presenter: Dr. Herbert J. Swender

Background Information:

The insurance claim for the totaled 2012 Glaval 29 passenger bus has been settled. The college will receive \$82,500. Additional loss of use expenses are being submitted to the other driver's insurance.

Last month, the board approved the purchase of a replacement bus not to exceed a total cost of \$350,000. A late model, 2012 MCI 50+ passenger bus will become available in December and the bus will be available for inspection on campus with a non-obligation to purchase. The dealer has a firm price and final negotiated price of \$360,000 for the bus. Administration requests permission to purchase a used bus with a not to exceed price of \$360,000, which is \$10,000 more than originally requested at the October board meeting.

Budget Information:

EduKan dividends - \$277,500
Insurance proceeds - \$ 82,500

Recommended Board Action:

Authorize administration to purchase a used bus for a price not to exceed \$360,000

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

Board Member Notes:

Agenda No: IV-A

Date: November 9, 2016

Topic: Community Day Care Agreement Amendment

Presenter: Dr. Herbert J. Swender

Background Information:

The college recently renewed the agreement with Community Day Care Center to provide child care services for GCCC students. The agreement provided ten guaranteed spaces with provisions for infant care. This fall, only four children were enrolled at the center. Two of those four children will be leaving the center in January.

The CDCC board approved the amendment to the agreement, effective January 1, 2016, to reduce the number of guaranteed spots reserved for college students in half to five and reduce the monthly fee to \$1,950. The agreement allows the college to reserve spaces for additional children, based on availability at the center.

Budget Information:

Estimated annual cost savings to the college: \$23,400

Recommended Board Action:

Approve Child Care Agreement Amendment as presented.

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

Board Member Notes:

CHILD CARE AGREEMENT AMENDMENT

THIS AMENDMENT TO CHILD CARE AGREEMENT (AGREEMENT) made and entered into this 9th day of November, 2015 with **Garden City Community College (GCCC)** and **COMMUNITY DAY CARE CENTER (CDCC)**, a Kansas not-for-profit corporation.

WHEREAS, GCCC and CDCC entered into a Child Care Agreement (Agreement), dated July 14, 2015 which CDCC provides day care services for young children of GCCC students at its buildings located at 505 College Drive and 2620 N. Eighth Street, Garden City, Kansas; and;

WHEREAS, effective, January 1, 2016, the parties desire to amend the Agreement to reduce the number of spaces reserved and guaranteed for GCCC students to five (5) spaces for children ages 1 to 5 years. Upon availability, the weekly rate for any additional spaces used by children of GCCC students will be as follows:

Infant	\$130
Age 1 to 2 ½	\$115
2 ½ or older	\$90

WHEREAS, the fees, effective January 1, 2016, will be \$1,950 per month to be paid monthly by GCCC. Payment shall be made by GCCC on or before the 1st day of each month, with the first payment due January 1, 2016.

All remaining terms and conditions of the Agreement not amended herein shall remain in full force and effect.

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

GARDEN CITY COMMUNITY COLLEGE

Date: _____

By: _____

Name: Jeff B. Crist

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

ATTEST:

Debra Atkinson, Board Clerk

COMMUNITY DAY CARE CENTER

Date: _____

By: _____

Name: Sara Kennington

Title: Executive Director, CDCC

GARDEN CITY COMMUNITY COLLEGE

COMMUNITY DAY CARE CENTER

CHILD CARE AGREEMENT

PAGE 2

Agenda No: IV-B

Date: November 9, 2015

Topic: Acquisition of Real Property

Presenter: Dr. Herbert J. Swender

Background Information:

The college has the opportunity to purchase real property near existing college property. There are no immediate plans, however, the location and unique opportunity will serve to advance the college.

Budget Information:

General Fund – not to exceed a purchase price of \$250,000

Recommended Board Action:

The Board authorizes Administration to enter into contract to purchase real estate not to exceed \$250,000.

Board Action Taken: _____Approved _____Disapproved

_____Ayes _____Nays _____No Action

Board Member Notes:

Incidental Information
November 2015

Ryan Ruda, Vice President of Student Services/Athletics:

Enrollment

Enrollment currently sits at an increase of 1.7% for this fall over the fall 2015 enrollment. Spring enrollment begins in November so preparations are being finalized for the line schedule.

Admissions

The state of Kansas implemented a program during the month of October called Apply Kansas. The intent of the program is to promote higher education and to increase the number of students applying to higher education institutions for the upcoming year. GCCC instituted their own program and sent out information to area high school counselors as well as students who have expressed interest in GCCC. The program at GCCC informed students that they had the month of October to apply for admission to GCCC and those who apply during October will be entered into a drawing for 4 scholarships for fall 2016.

General Information

Garden City Community College has received notice this last month that they have been recognized on the 2016 list by Military Friendly Schools. Another external validation received this last month was GCCC has been recognized as a “Top School” by the Military Advanced Education and Transition organization.

GCCC received confirmation from KBOR that the performance agreements have been accepted and met benchmarks to receive 100% consideration for new funding for this fiscal year. The performance agreements are reported each year regarding different indicators such as graduation, retention and developmental education course success.

Instruction

Instructional staff are working with Instructure to begin the development and implementation process for bringing Canvas online. Canvas is the new Learning Management System for GCCC beginning this spring. Seven new courses which have not been offered fully online for GCCC are being developed by GCCC faculty for implementation and delivery in spring 2016.

The Developmental Education coordinator position is being advertised and hoping to have someone hired to help direct and lead the developmental work at GCCC.

Instructional Design is moving forward and work is being completed to assist in getting the Canvas platform template developed and instructors trained.

Work is being completed in conjunction with Melanie Hands to address faculty qualifications which have had new guidelines enacted from the Higher Learning Commission. Work is being done to identify current instructor degrees and qualifications and then develop a template for insuring that qualifications are met by the HLC timeline of Fall 2017.

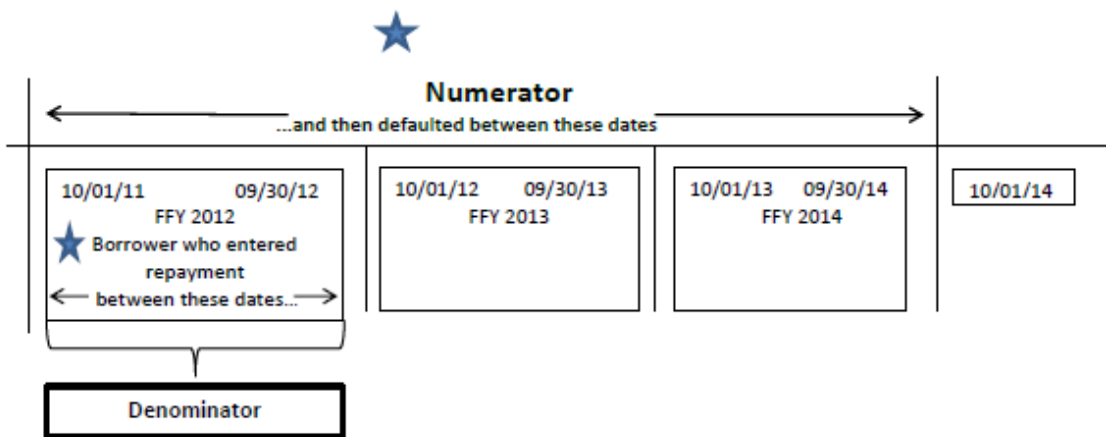
2012 3YR Cohort Default Report

The following information is Garden City Community College's Default Study for 2012 3-year Cohort Default Rate (CDR).

What is a Cohort Default Rate (CDR)?

- A CDR is a headcount of borrowers who enter repayment during a federal fiscal year (FFY) compared to the number in that group that default by the end of the specified time frame.
- The denominator is made up of the group of borrowers that enter repayment during a particular FFY, FY 2012 for example.
- The numerator is comprised of those borrowers in the denominator who defaulted between 10/1/2011 and 9/30/2014.

FFY 2012 3-Year CDR



Cohort Default Rate Calculations:

Numerator
Denominator

2012 3-Year Cohort

FY 12	FY13	FY14
0	9	16
313		

$$\frac{25}{313} = .079 \text{ or } 7.9\%$$

Dee Wigner, Executive Vice President:

The final walk through of the athletic complex lobby remodel was conducted earlier this week. The facility has been released to the college for occupancy. The trophy cases and wall murals will be installed shortly. The lobby will be open to the public for the first home basketball game on Thursday, November 12.

GCCC Police Department:

On October 13, 2015 personnel from the GCCC Police Department had the honor and privilege to assist with the security efforts during the Kansas Supreme Court Justice visit. Honorable Chief Justice Lawton R. Nuss sent each of our officers a letter to convey the Supreme Court's appreciation for our efforts. We were pleased to have the opportunity to contribute to such a significant event.

Marketing:

Kristi Tempel oversaw the GCCC commercial shoot. The final commercial has been produced and is in the rotation. There was a Spanish version of the commercial produced as well. A second commercial will contain the same footage and will highlight welding and some of our other programs.

The billboard located on the by-pass was refreshed this week. Radio promotions were updated to promote the spring semester. Promotional brochures are being developed and there has been some discussion about refreshing the "jingle" for GCCC.

The National Champion Meats team was welcomed back to campus with balloons and signs!

There will be a ribbon cutting ceremony for the welding center and Broncbuster Student Housing on November 10th at 5:00.

Broncbuster Bookstore:

The bookstore will remain open until 6:00pm Monday evening, November 9 so those attending the GCCC Board of Trustees meeting can see the new facility.

We have settled in at our new home!! Everyone has been very interested and supportive of the new store. Traffic is already increasing for the positive since we have moved upstairs. We have heard a lot of positive comments, such as it looks like the mall in the big city or it looks like a four-year school's bookstore. We had a super turnout for our Grand Opening!!

The coffee bar is catching on; the biggest winner has been Turnover Thursdays!! Coffee is \$1.00 and muffins or turnovers are 75 cents. As the result of several requests, a layaway program will be launched later this month.

We will be having our "Turkey Sale Days" on November 16 and 17. Come and pick your turkey to discover your discount. We will also be playing "Count the Sports Ball Game" the week of November 16. The winner will receive a very nice prize for their efforts. Continue to watch for monthly sales and game giveaways!!

Future events include a Christmas Stocking Sale on the 3rd and 4th of December, and a contest giveaway the week of finals. January will include welcome back promotions and enter to win-backpack full of school supplies.

Facilities:

Maintenance staff has been a tremendous help with finishing touches and moving into the new welding lab, the Broncbuster Bookstore and the student center. Staff worked closely with the contractors and subcontractors to ensure the best possible craftsmanship and completion of each remodel. They have continued to work on work orders throughout campus and daily maintenance of keep of the each building. They have been a part of every tailgate setup and teardown as well as checking every roof after storms and helped in any custodial setups as needed.

The grounds crew has been busy cleaning out and filling pot holes, installing irrigation around the library parking lot and laying sod at the new student housing complex. Work at the athletic complex include dragging the parking lot, aeration at Tangeman Softball and at Williams Stadium. Seeding has been done at Williams Stadium and Tangeman Softball and at the football and soccer practice fields.

In addition to routine cleaning, custodians were busy with special events such as; football tailgates, BAA luncheon, Veteran's Day, Exploration Day and the dedication of the welding lab and the student housing complex.

Payroll Department

Group health insurance open enrollment was held during the month of September. All employees and early retirees with the health insurance benefit are sent the mandatory US Government notices, coverage information on both options, new rates, enrollment and change forms, along with a cover sheet of information to help interested employees through the process. This open enrollment period generally produces a good response and many questions – this year it generated approximately 20 changes along with the implementation of new rates. Between Option 1 and Option 2, there are up to 35 combinations of plans that employees may choose from.

In September, we are also required to send the CHIPRA (Children's Health Insurance Program Reauthorization Act of 2009) Premium Assistance notification out to all employees. This year, we sent 632 notifications, identifying as many on campus employees as possible to help reduce the cost of postage through inner campus mail. Also, the Medicare Part D Disclosure notices were sent out to employees to whom it applied. Our prescription drug coverage is considered creditable for both of our health insurance options. Along with these notifications, the online Medicare Disclosure – CMS (Centers for Medicare and Medicaid) Disclosure.

During the month of October, Dallas Crist, Payroll Coordinator, attended the SRCUG conference for Ellucian users at Amarillo College in Amarillo, TX, along with others from Admissions, Registrar, Financial Aid, and Business offices. This conference was very well organized and beneficial in networking and gathering additional information, especially for the ACA (Affordable Care Act) reporting and for the generation of the new mandatory Form 1095-C for Employer-Provided Health Insurance Offer and Coverage that will need to be submitted to all full-time employees in early 2016 for CY 2015.

A wellness committee was established to review and consider benefit options and implementation of wellness opportunities for GCCC employees. Items being discussed include employee assistance programs, life insurance, and student health insurance.

Business Office

Spring enrollment begins Monday, November 9. Monthly statements are being sent to students with outstanding balances. Students will not be allowed to enroll for the spring semester unless their account is paid in full or the student has signed up for a payment plan through NelNet.

Compliance

Melanie Hands, Compliance Coordinator, has been working with various groups assigned to write assurance arguments as part of the accreditation process. This month she attended training on Title IX regulations. She is currently compiling a list of federally required trainings and employee notifications as well as an updated list of institutional reports.

Information Technology

The IT staff has been busy installing telephones and technology to the newly remodeled areas such as the Broncbuster Bookstore, residential life, and the welding lab. Other projects this past month include technology equipment rotation/replacement.

Chris Mangan has assumed the responsibility of website compliance. He is making changes to the webpage format and programming so that it meets federal requirements. He is working with Kristi Tempel to update photographs and notices on the website. Chris will work with Jeff Southern and Linda Hill to install the new student portal for the administrative database.