

April 8, 2016

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

Dear Trustees:

The Board of Trustees will meet in regular session on **Tuesday, April 12, 2016**. The meeting will be held in the **Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner Kinney Room of the Beth Tedrow Student Center
6:00 PM Regular board meeting called to order in the Endowment 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
- F. Higher Learning Commission Overview

II. REPORTS:

- A. President’s Report

III. CONSENT AGENDA **Action**

- A. Approval of minutes of previous meetings (March 8, 2016, Special Meeting March 30, 2016)...pg 3
- B. Approval of personnel actions-Human Resourcespg 9
 - B-1 Human Resources Reportpg 10
 - B-2 Adjunct/Outreach Contracts.....pg 11
- C. Financial informationpg 12
 - C-1 Checks processed in excess of \$20,000.....pg 13
 - C-2 Revenuespg 14
 - C-3 Expensespg 16
 - C-4 Cash in Bankpg 22
- D. Purchases over \$20,000
 - D-1 Annual Software Maintenance Agreement (Zones)pg 23
- E. Approval of Resolution for Non-Renewal of Employment Contracts
 - E-1 Resolution 2016-02 Non-Renewal of Employment Contract of Dr. Jennifer D. Crawford.....pg 24
 - E-2 Resolution 2016-03 Non-Renewal of Employment Contract of Luis Luna Ramospg 26

IV. CONFIRMATION OF MONITORING REPORTS..... Action

- A. Monitoring Reports and ENDS
 - A-1 Monitoring Report – Annual, General Executive Constraints, #7, #8.....pg 28
 - A-2 Monitoring Report –Annual, Asset Protection, #5pg 29
 - A-3 Monitoring Report – Annual, Academic Advancement.....pg 30
- B. Review Monitoring Report
 - B-1 Monitoring Report – Annual, Personal Enrichment
- C. Board Process and Policy Governance Review

V. OTHER

- A. Incidental Informationpg 37
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT

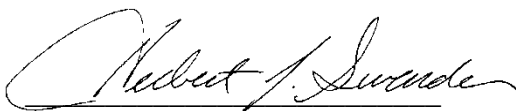
VI. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

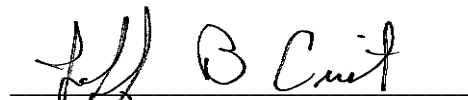
April 25	Resident Appreciation Dinner, Cafeteria, volunteers arrive 4:45 p.m.
April 26	Awards Banquet, 5:30 p.m., front gym, DPAC
April 27	Athletic Banquet, 5:30 p.m., front gym, DPAC
April 28	Retirement Reception, Endowment Room, Beth Tedrow Student Center, 2:00-3:30 p.m. Instrumental Music Pops Concert, 7:30 p.m., Pauline Joyce Fine Arts Auditorium
April 28-30	Region VI Track and Field at Broncbuster Stadium
April 30	Ride for the Future, 11:00 a.m., Bible Christian Church
May 2	23 rd SSS Annual Award Reception, SCSC room 2023, 5-7 p.m.
May 5	Choral Pops Concert, 7:30 p.m., Pauline Joyce Fine Arts Auditorium
May 6	GCCC Commencement, 7:00 p.m., Main Gymnasium, Dennis Perryman Athletic Complex
May 7	John Deere Brunch, 10:00 a.m., John Deere Ag Tech Shop Nurse Pinning, 2:00 p.m., Main Gymnasium, Dennis Perryman Athletic Complex
May 10	Monthly meeting of GCCC Board of Trustees, 6:00 p.m., Endowment Room, Beth Tedrow Student Center

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**

March 8, 2016

Trustees Present: Merylyn Douglass, Jeff Crist, Steve Martinez, Melvin Neufeld, Ron Schwartz, Terri Worf,

Others Present: Debra Atkinson, Deputy Clerk
Kale Baker, SGA President
Rodney Dozier, GCCC Chief of Police
Angie Haflich *Garden City Telegram*
Josh Harbor, Silhouette
Melanie Hands, Compliance Coordinator
Sara Koehn, Director of Human Resources
Andrew Knoll, Computer Technician
Larry Pander, Fire Science Instructor/Faculty Senate Representative
Ryan Ruda, Vice President of Student Services/Instructional Services
Alexis Saenz, Human Resources Assistant
Jeff Southern, IT Director
Tammy Tabor, Student Services Specialist, SGA Sponsor
Kristi Tempel, Director of Public Relations/Marketing
Phil Terpstra, Dean of Instructional Services
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.

Dr. Swender shared the Finney County Economic Development promotional video, which highlights the benefits of living and working in Garden City, Kansas.

COMMENTS FROM THE CHAIR:

Chair Crist made the following comments:

- Chair Crist extended congratulations to Dr. Clint Alexander and the students of the 2016 GCCC Meats Team on their recent win at Houston. There were two teams. The Gold Team was 2nd overall (Reserve Champions) and was 1st in Pork Judging and Questions, 2nd in Total Beef and Beef Judging, 3rd in Placing, 4th in Lamb Judging and 5th in Beef Grading. The Brown Team was 4th overall and was 1st in Lamb Judging, 4th in Beef Grading, Placings and Total Beef and 5th in Pork Judging, Beef Judging and Questions.
- Congratulations were also extended to the cast and crew of the recent production of *The Death and Wake of Roi Tex*.
- Chair Crist went on to applaud defending GCCC 2015 Region VI Cheer Champions for their finish as 2016 Region VI Runner-Up. Our Cheer Squad finished with a magnificent performance that thrilled the crowd. Congratulation Cheer Team on a job well done.

Chair Crist reminded Trustees of the following dates:

March 10	Pop Band Concert, Pauline Joyce Fine Arts Auditorium, 7:30 p.m.
March 12, 13	41 st Annual Better Home & Living Show
March 14-18	Spring Break
March 17-18	Campus Closed for Spring Break

OPEN COMMENTS FROM PUBLIC:

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

INTRODUCTION OF NEW EMPLOYEES:

Dee Wigner, Executive Vice President, introduced new employees Andrew Knoll, Computer Technician and Alexis Saenz, Human Resources Assistant.

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, reported that SGA hosted the following events:

- Breakfast Bingo on March 7. Awesome food was prepared by Marie Bradley and her Great Western staff. There was a large student turnout for this event.
- “Tuesday Talks” are going well and attendance is increasing.
- SGA will continue with their effort to raise student awareness regarding voting in the upcoming Presidential election.

Ryan Ruda, Vice President of Student Services/Instructional Services, reminded all in attendance that voter registration forms are available at the Registrar’s office in Student Services.

Chair Crist thanked Baker for his report.

REPORT FROM FACULTY SENATE:

Larry Pander, Fire Science Instructor/Faculty Senate Representative extended an invitation to Trustees to attend the Faculty Luncheon April 29. Invitations will be sent out soon.

A bench has been selected to place in the memorial garden for Carolyn Klassen. An email, with a photo of the chosen bench, will be sent campus wide to give everyone an opportunity to donate toward purchase of the memorial bench.

Pander reported that the negotiation process has begun and nominations for new Faculty Senate members has opened.

Trustees thanked Pander for his report.

HIGHER LEARNING COMMISSION OVERVIEW:

Compliance Coordinator, Melanie Hands, reported that work continues on the Assurance Argument and that drafts were being prepared. Dr. Karen Solomon, Higher Learning Commission Campus Liaison for GCCC, will visit March 9 and 10. Several members of the Accreditation Committee will be attending the 2016 Higher Learning Commission Conference in Chicago in April as further preparation for the HLC site visit scheduled for October 2016. Hands went on to share that information has been received announcing the members of the onsite team.

Trustees thanked Hands for keeping them informed on the HLC process.

PRESIDENT REPORT:

Default Rate:

Dr. Swender highlighted Garden City Community College's three year draft cohort default rate of 5.6. The default rate is figured upon a three year cohort of all students who have gone into repayment on federal financial aid loans. The default rate tracks whether the students are current in repayment or if they have defaulted on their loans due to non-payment. Many factors contribute to keep the default rate low at GCCC and Dr. Swender commended Student Services for their excellent job of educating students on their obligations, and responsibility with student loans.

Annual Blood Drive:

Dr. Swender reported that the Garden City Community College Annual Blood Drive held Wednesday, February 10 was a success. The blood drive goal was 62 pints of blood, and the drive surpassed that mark with 77 useable pints of blood.

FFA At GCCC:

GCCC hosted the regional FFA Competition on February 17. Area high schools competed in various competitions including interviews, speech, and sales competition. Over 100 entries participated in the event.

Academic Honors:

GCCC honored sports teams for achievements in academics on February 10. There were 151 athletes who were honored with a 3.0 GPA or above and 29 of the 151 athletes posted a GPA of 4.0. Dr. Swender congratulated GCCC Academic Athletes.

Congratulations:

Dr. Swender extended congratulations to GC3 Media! Two publications, Silhouette and Breakaway magazine received Best of Show awards during the 32nd annual Associated Collegiate Press National College Journalism Convention in Los Angeles.

Honoring GCCC Students:

Sophomore Buster basketball and Cheer and Dance students were honored during home games on February 22 and 26. In addition the Garden City High School JROTC were in attendance to present colors and preform at the February 22 home game.

Enrollment:

GCCC spring semester reflected a 4.5 percent increase in credit hours. Dr. Swender credited faculty, staff and coaches for recruitment and retention.

Developmental Education:

GCCC has been working to expand offerings in Developmental Education. Dr. Swender shared that GCCC instructor Leslie Wenzel has been hired as the coordinator of Developmental Education. Leslie will be implementing new learning teams to assist in the advancement of developmental education. The goal of this position is to look at new methods for student success such as co-requisite education, outcomes, student success and other strategies. Official full-time duties begin July 1, however Leslie will be attending conferences and gathering data and best practices during the spring semester.

CONSENT AGENDA:

Chair Crist asked if Trustees wished to remove any items from the consent agenda. Item III-D-2 Community College Executive Forum-Educational Advisory Board, was removed for discussion purposes

Chair Crist then asked for a motion approving Consent Agenda items III-A-D-1 as presented.

Motion:

Douglass moved, seconded by Worf to approve consent agenda items, III- A-D-1 as presented.

Ayes: Crist, Douglass, Martinez, Neufeld, Schwartz, Worf

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (February 16, 2016)

(Supporting documents filed with official minutes.)

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

(Supporting documents filed with official minutes.)

(C) APPROVED SUBMITTED FINANCIAL INFORMATION, as presented

(Supporting documents filed with official minutes.)

(D) APPROVED PURCHASES OVER \$20,000, as presented

D-1 Spam and Malware Filter
Vendor: CDW-Government
For: Fortinet Fortimail appliance
Amount: \$33,500

(Supporting documents filed with official minutes)

ITEM III-D-2 COMMUNITY COLLEGE EXECUTIVE FORUM-EDUCATIONAL ADVISORY BOARD:

A membership to the Community College Executive Forum provides numerous opportunities including: personalized student campus climate surveys (required by Title IX), data collection for evidence required in the HLC accreditation process, best practices and benchmarks for business processes and enrollment management, strategic advice for using social media, online marketing, and other emerging technologies, access to consultants and analysts on research projects and unique issues, and research reports with detailed recommendations and advice on practice implementation. Terms of the membership run March 15, 2016 through June 30, 2019. Annual membership is \$19,500 (pro-rated for yr 2016)

Administration is requesting authorization to enter into a multi-year agreement with EAB for the Community College Executive Forum.

Motion:

Douglass moved, seconded by Neufeld to authorize administration enter into a multi-year agreement with Educational Advisory Board for the Community College Executive Form. Terms of the membership run March 15, 2016 through June 30, 2019. Annual membership is \$19,500 (pro-rated for yr 2016).

Ayes: Crist, Douglass, Martinez, Neufeld, Schwartz, Worf

Motion carried: 6-0

MONITORING REPORTS and ENDS REPORTS:

Trustees indicate they had received and reviewed the following monitoring report:

- Monitoring Report – Annual, General Executive Constraints, #2

Trustees accepted the monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

- Monitoring Report – Annual, Personal Enrichment

No changes were recommended at this time.

Chair Crist express appreciation to Trustee Douglass for assuming the responsibilities of Policy Governance Officer.

FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Finney County Economic Development Corporation President, Lona DuVall, was visiting Ft. Riley, at their invitation. Purpose of visit is to set up workforce recruitment, and share about job opportunities in Southwest Kansas and Garden City.
- Still working on TransLoad facility, an announcement should be made soon.
- Senior Living plan is to break ground this spring.

REPORT FROM KACCT:

Trustee Schwartz shared that current senate bills may allow larger universities greater access to offer high schools concurrent classes at low rates. Current legislation could also have an effect on current service areas for community colleges.

OWNERSHIP LINKAGE:

Trustees indicated that they had not received any communications.

OTHER:

Trustees expressed their appreciation to Dr. Swender for speaking on behalf of the Kansas Association of Community College presidents and trustees regarding local choice bill HB 2531. Trustees stated that it is their wish that Dr. Swender continue to provide pertinent information to legislators to advance HB 2531 through the House and the Senate.

EXECUTIVE SESSION:

There was no executive session held.

Meeting adjourned 7:12 p.m.

UPCOMING CALENDAR EVENTS:

April 28	Retirement Reception, Endowment Room, Beth Tedrow Student Center, 2:00-3:30 p.m.
May 2	SSS Spring Awards Celebration, SCSC second floor, 5-7 p.m.
May 6	GCCC Commencement
May 7	Alternative School Graduation, Main Gym
	Nurses Pinning, Main Gym
May 10	Monthly meeting of GCCC Board of Trustees, 6:00 p.m., Endowment Room, Beth Tedrow Student Center
May 10-12	Final Exams

Debra J. Atkinson
Deputy Clerk

Dr. Herbert Swender
President

Jeff Crist
Chair of the Board

SPECIAL MEETING OF TRUSTEES
OF
GARDEN CITY COMMUNITY COLLEGE

Wednesday, March 30, 2016

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

Others Present: Debra Atkinson, Deputy Clerk
Angie Haflich, Telegram
Kristi Tempel, Director of Marketing GCCC/NAU
Dr. Herbert Swender, President
Dee Wigner, Executive Vice President

The Board of Trustees met in special session at 7:25 a.m. on March 30, 2016, in the Endowment Room of the Beth Tedrow Student Center.

CALL TO ORDER:

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

ACTION ITEM:

Chair Crist stated that one item has been presented for action.

II-Approval – Purchase of Property

Chair Crist asked for a motion approving agenda item:

Motion:

Worf moved, seconded by Neufeld to authorize administration to enter into a real estate ten (10) year lease/purchase agreement/contract with Clayton Holdings, LLC through Commerce Bank, to purchase property at 1803, 1805, 1807, and 1809 E. Laurel Street for \$1,680,000, and to enter into a first right of refusal agreement for \$1,000 for property adjacent at 1703, 1705, 1707, 1709, 1713 and owned by John and Carmen Wagner.

Ayes: 6

Nays: 0

Motion carried: 6-0

ADJOURNMENT:

Meeting adjourned at 7:35 a.m.

Debra Atkinson
Clerk of the Board

Dr. Herbert J. Swender
Secretary

Jeff Crist
Chairman of the Board

Agenda No: III-B

Date: April 12, 2016

**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:



April 12, 2016

To: Board of Trustees

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

New Hires

Chuck Lliteras, Defensive Coordinator, effective March 21, 2016

Andrew Walsh, Athletic Academic Advisor, effective April 4, 2016

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
Presented to Board of Trustees for Approval 4/05/16)

INSTRUCTOR	CLASS		AMOUNT
Gundy, Rebecca	Substance Abuse (3/21/2016 - 5/13/2016)	HPER-107-50	3 hr(s) x \$500/hr=\$1,500.00
Marshall, Douglas	History & Prin. of Phys. Ed. (3/21/2016 - 5/13/2016)	HPER-291-30	3 hr(s) x \$500/hr=\$1,500.00
Marshall, Douglas	Health Education (3/21/2016 - 5/13/2016)	HPER-106-30	3 hr(s) x \$500/hr=\$1,500.00
Marshall, Douglas	Psychology of Coaching (3/21/2016 - 5/13/2016)	HPER-290-30	3 hr(s) x \$500/hr=\$1,500.00
Miller, Linda	College Success (3/21/2016 - 5/13/2016)	PCDE-101-03	1 hr(s) x \$500/hr=\$500.00
Neale, Ashton	Lifetime Fitness (3/21/2016 - 5/13/2016)	HPER-121-30	2 hr(s) x \$500/hr=\$1,000.00
Sims, Jeffrey	Fund. of Coaching Football (3/21/2016 - 5/13/2016)	HPER-181-01	2 hr(s) x \$500/hr=\$1,000.00
Terpstra, Philip	College Algebra (3/7/2016 - 5/13/2016)	MATH-108-30	3 hr(s) x \$500/hr=\$1,500.00
Terpstra, Philip	College Algebra (3/7/2016 - 5/13/2016)	MATH-108-32	3 hr(s) x \$500/hr=\$1,500.00

TOTAL ADJUNCT FACULTY CONTRACTS \$11,500.00

Lappin, Jerry	NRA Women on Target (04/02/2016)	CRMJ-315-02	10 contact hrs x \$20 = \$200
Prewitt, Robert	NRA Women on Target (04/02/2016)	CRMJ-315-02	5 contact hrs x \$20 = \$100

\$300.00

TOTAL NON-CREDIT CONTRACTS

Agenda No: III-C

Date: April 12, 2016

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

April 2016

Purchases over \$20,000 requiring bid sheets

None

Payments over \$20,000 not requiring bid sheets

- Check #247724 to EduKan for \$88,279.00 for Spring 2016 Session 1 tuition and resource fees.
- Check #247966 to City of Garden City for \$59,608.02 for monthly utilities.
- Check #247967 to Commerce Bank for \$66,554.00 for various purchase card purchases.
- Check #247982 to GMCN Architects for \$42,043.00 for various architectural services including the DPAC parking lot design.
- Check #247983 to Great Western Dining for \$137,740.78 for multiple invoices including residential life meals.
- Check #248111 to Blue Cross and Blue Shield for \$85,718.61 for April employee health insurance premiums.
- Check #248147 to EduKan for \$44,533.00 for Spring 2016 Session 2 tuition and resource fees.

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	9,675.00-	2,029,757.00-	2,100,000.00-	70,243.00-	3.34
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	7,220.00-	277,737.43-	375,000.00-	97,262.57-	25.94
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	950.00-	90,935.00-	125,000.00-	34,065.00-	27.25
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	252.00-	93,427.00-	105,000.00-	11,573.00-	11.02
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	981.00-	319,907.78-	380,000.00-	60,092.22-	15.81
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	1,020.00-	59,770.00-	57,000.00-	2,770.00	4.85-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	6,889.76-	21,126.06-	60,000.00	81,126.06	135.21
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	73,884.00-	20,000.00-	53,884.00	269.41-
11-00-0000-00000-4014 TUITION BORDER STA	0.00	2,556.00-	216,364.00-	325,000.00-	108,636.00-	33.43
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	100.00-	9,960.00-	0.00	9,960.00	0.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	500.00-	8,475.00-	10,000.00-	1,525.00-	15.25
11-00-0000-00000-4512 VENDING MACHINES :	0.00	429.23-	3,725.90-	10,000.00-	6,274.10-	62.74
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	0.00	10,085.00-	20,000.00-	9,915.00-	49.58
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,691,376.00-	1,691,376.00-	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPRT	0.00	153,121.02-	5,878,159.03-	9,235,000.00-	3,356,840.97-	36.35
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	56,940.89-	596,150.59-	740,000.00-	143,849.41-	19.44
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	604.20-	7,670.83-	7,500.00-	170.83	2.27-
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	29,158.91-	156,455.66-	160,000.00-	3,544.34-	2.22
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	46,139.67	3,342.00-	100,000.00-	96,658.00-	96.66
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	11,658.74-	5,000.00-	6,658.74	133.16-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	1,040.46-	13,431.95-	20,000.00-	6,568.05-	32.84
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	51,877.29-	74,991.65-	0.00	74,991.65	0.00
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	353.09-	2,995.17-	0.00	2,995.17	0.00
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	155,349.12	0.00	155,349.12-	0.00
11-00-0000-00000-4817 NEIGH REV T : GENER	0.00	1,179.37	15,938.40	0.00	15,938.40-	0.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	1,755.30-	10,363.81-	20,000.00-	9,636.19-	48.18
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	8,592.00-	0.00	8,592.00	0.00
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	75,315.61-	110,000.00-	34,684.39-	31.53
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	1,904.53-	16,463.99-	150,000.00-	133,536.01-	89.02
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	1,002.55-	11,145.13-	15,000.00-	3,854.87-	25.70
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	281,012.19-	11,602,328.81-	15,330,851.00-	3,728,522.19-	24.32
=====						
12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	19,109.00-	126,624.00-	125,000.00-	1,624.00	1.29-
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	293.00	307,111.00-	350,000.00-	42,889.00-	12.25
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	1,012,931.00-	1,012,931.00-	0.00	0.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	11,052.00-	265,000.00-	253,948.00-	95.83
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	18,816.00-	1,457,683.00-	2,902,818.00-	1,445,135.00-	49.78

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	7,759.44-	297,877.87-	470,000.00-	172,122.13-	36.62
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	2,885.09-	30,375.18-	36,790.00-	6,414.82-	17.44
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	30.60-	390.84-	378.00-	12.84	3.39-
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	1,487.83-	8,008.82-	8,080.00-	71.18-	0.88
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	2,630.24	122.74	5,010.00-	5,132.74-	102.45
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	594.39-	0.00	594.39	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	52.99-	685.28-	750.00-	64.72-	8.63
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	2,628.53-	3,804.24-	0.00	3,804.24	0.00
61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	17.88-	151.85-	0.00	151.85	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	7,871.97	0.00	7,871.97-	0.00
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	59.77	807.79	0.00	807.79-	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	12,172.35-	333,085.97-	363,184.00-	30,098.03-	8.29
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Totals for BUDGET.OFFICER: Unassigned	0.00	312,000.54-	13,393,097.78-	18,596,853.00-	5,203,755.22-	27.98

Fiscal Year: 2016

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	9,440.67	82,654.50	117,531.00	34,876.50	29.67
DEPARTMENT: 11020 - HUMANITIES	463.21	358.84	5,782.75	1,650.00	4,595.96	278.53
DEPARTMENT: 11021 - ENGLISH	0.00	29,188.78	237,528.99	301,791.00	64,262.01	21.29
DEPARTMENT: 11022 - SPEECH	0.00	5,668.85	53,123.12	52,863.00	260.12	0.48
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	117.81	824.27	460.00	364.27	79.18
DEPARTMENT: 11025 - JOURNALISM	0.00	5,974.28	52,894.04	68,006.00	15,111.96	22.22
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	972.00	972.00	100.00
DEPARTMENT: 11030 - ART	666.58	11,435.33	98,243.78	107,481.88	8,571.52	7.97
DEPARTMENT: 11031 - DRAMA	400.00	6,181.38	61,310.77	77,930.00	16,219.23	20.81
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	7,953.69	62,069.90	82,495.00	20,425.10	24.76
DEPARTMENT: 11033 - INST MUSIC	0.00	8,382.54	34,462.73	32,905.00	1,557.73	4.72
DEPARTMENT: 11040 - SCIENCE	0.00	35,647.06	229,917.66	302,071.00	72,153.34	23.89
DEPARTMENT: 11050 - MATH	0.00	24,424.76	211,045.13	330,655.00	119,609.87	36.17
DEPARTMENT: 11060 - SOCIAL SCIENCE	434.56	34,157.54	293,097.71	384,020.00	90,487.73	23.56
DEPARTMENT: 11070 - HEALTH & PHYSICAL	562.50	18,454.18	173,295.03	225,613.00	51,755.47	22.94
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	10,861.08	93,826.38	83,601.00	10,225.38	12.22
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	0.00	0.00	720.00	720.00	100.00
DEPARTMENT: 11081 - READING	0.00	2,865.36	30,727.18	35,048.00	4,320.82	12.33
DEPARTMENT: 11082 - ESL	0.00	5,624.36	45,023.56	68,631.00	23,607.44	34.40
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	2,574.47	26,033.33	28,940.00	2,906.67	10.04
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	2,582.82	5,000.00	2,417.18	48.34
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	71,559.42	10,259.27	216,649.66	413,430.00	125,220.92	30.29
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	269.13	538.26	1,377.00	838.74	60.91
DEPARTMENT: 41000 - LIBRARY	2,216.49	13,075.29	128,070.34	187,708.00	57,421.17	30.59
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	1,162.47	7,445.11	55,784.03	135,228.00	78,281.50	57.89
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	26,336.36	114,374.98	840,069.12	725,694.14	86.39
DEPARTMENT: 42001 - DEAN OF ACADEMICS	110.93	10,801.86	53,535.58	28,687.00	24,959.51	87.00
DEPARTMENT: 42002 - OUTREACH	11,200.00	11,158.26	97,817.04	111,566.00	2,548.96	2.28
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	1,642.69	17,431.36	149,678.51	214,711.00	63,389.80	29.52
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	13,225.00	18,935.00	5,710.00	30.16
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	11,907.00	11,907.00	0.00	0.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	304.47	8,711.37	102,376.85	178,714.00	76,032.68	42.54
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	4,935.67	40,442.67	62,368.00	21,925.33	35.15
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	24,489.09	234,591.00	393,430.00	158,839.00	40.37
DEPARTMENT: 50030 - ADMISSIONS	702.50	10,507.49	97,763.26	147,677.00	49,211.24	33.32
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	12,180.09	113,479.67	163,915.00	50,435.33	30.77
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	170.35	793.71	3,448.00	2,654.29	76.98
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	4,685.37	27,066.95	366,257.33	479,057.82	108,115.12	22.57
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	9,027.84	95,081.28	125,915.00	30,833.72	24.49
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	45.00	7,171.25	88,065.52	115,539.00	27,428.48	23.74
DEPARTMENT: 55003 - MEN'S TRACK	0.00	7,734.84	50,610.16	58,281.00	7,670.84	13.16
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	7,805.21	45,590.98	56,801.00	11,210.02	19.74
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	19.00	10,350.97	77,798.44	105,666.00	27,848.56	26.36
DEPARTMENT: 55006 - FOOTBALL	0.00	19,693.76	303,806.12	376,929.43	73,123.31	19.40
DEPARTMENT: 55007 - BASEBALL	159.50	14,731.53	99,468.45	133,868.00	34,240.05	25.58
DEPARTMENT: 55008 - VOLLEYBALL	0.00	6,306.22	70,381.48	95,641.00	25,259.52	26.41
DEPARTMENT: 55009 - WOMEN'S SOCCER	273.00	4,217.30	60,611.02	65,618.00	4,733.98	7.21

DEPARTMENT: 55010 - MEN'S SOCCER	0.00	306.45	40,285.57	44,224.00	3,938.43	8.91
DEPARTMENT: 55012 - CHEERLEADING	0.00	4,018.22	57,698.01	63,785.75	6,087.74	9.54
DEPARTMENT: 55013 - DANCE TEAM	0.00	2,519.92	26,421.92	34,782.00	8,360.08	24.04
DEPARTMENT: 55014 - RODEO TEAM	1,390.92	9,018.91	106,473.89	143,402.00	35,537.19	24.78
DEPARTMENT: 55015 - MEN'S GOLF	0.00	4,999.13	38,416.05	40,565.00	2,148.95	5.30
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	8,038.48	114,574.94	132,334.00	17,759.06	13.42
DEPARTMENT: 55020 - PEP BAND	0.00	4,386.39	36,681.87	53,637.00	16,955.13	31.61
DEPARTMENT: 61000 - PRESIDENT	6,264.27	44,840.19	385,696.09	526,647.00	134,686.64	25.57
DEPARTMENT: 61001 - BOARD OF TRUSTEES	443.99	3,014.92	9,435.62	24,840.00	14,960.39	60.23
DEPARTMENT: 61005 - ATTORNEY	0.00	1,680.00	10,027.79	35,000.00	24,972.21	71.35
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	20.76	55,241.87	802,903.40	1,660,121.00	857,196.84	51.63
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	12,375.55	82,551.72	145,701.00	63,149.28	43.34
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,376.91	35,864.97	66,433.00	30,568.03	46.01
DEPARTMENT: 62050 - ONE-TIME PURCHASES	868,366.07	41,285.00	321,274.49	940,000.00	249,640.56-	26.55-
DEPARTMENT: 63000 - INFORMATION SERVIC	4,443.72	5,894.37	81,582.25	135,393.00	49,367.03	36.46
DEPARTMENT: 64000 - INFORMATION TECHNO	41,981.32	33,361.78	419,926.05	723,898.00	261,990.63	36.19
DEPARTMENT: 65000 - CENTRAL SERVICES	2,190.00	8,686.55	88,449.46	133,298.00	42,658.54	32.00
DEPARTMENT: 66000 - MARKETING	0.00	0.00	6,890.00	0.00	6,890.00-	0.00
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	1,686.75	10,736.06	121,489.96	172,591.00	49,414.29	28.63
DEPARTMENT: 71000 - BUILDINGS	8,067.51	40,687.90	289,184.77	425,946.00	128,693.72	30.21
DEPARTMENT: 72000 - CUSTODIAL SERVICES	3,741.76	42,226.34	387,742.77	558,660.00	167,175.47	29.92
DEPARTMENT: 73000 - GROUNDS	3,886.95	34,482.45	173,637.99	256,129.00	78,604.06	30.69
DEPARTMENT: 73001 - ATHLETIC FIELDS	751.40	5,116.80	44,370.62	67,253.00	22,130.98	32.91
DEPARTMENT: 74000 - VEHICLES	11,042.81	16,640.84	453,328.55	385,150.00	79,221.36-	20.56-
DEPARTMENT: 75000 - CAMPUS SECURITY	2,400.00	15,062.70	136,908.20	191,260.00	51,951.80	27.16
DEPARTMENT: 76000 - INSURANCE	0.00	9,182.96	265,496.52	273,514.00	8,017.48	2.93
DEPARTMENT: 77000 - UTILITIES	155.62	68,532.54	562,607.45	855,000.00	292,236.93	34.18
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	2,735.69-	54,297.05-	62,000.00	116,297.05	187.58
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	2,166.00	9,020.00	6,854.00	75.99
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	1,368.00	21,870.00	33,087.00	11,217.00	33.90
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	1,056.00	5,472.00	11,000.00	5,528.00	50.25
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	2,622.00-	229,886.00	156,000.00	73,886.00-	47.35-
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	90,573.00	55,194.00	35,379.00-	64.09-
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	19,407.00	0.00	19,407.00-	0.00
DEPARTMENT: 94000 - STUDENT CENTER	80.00	2,906.31	41,035.02	24,116.00	16,999.02-	70.48-
DEPARTMENT: 98001 - CHILD CARE	0.00	2,050.00	30,725.00	55,000.00	24,275.00	44.14

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FUND: 11 - GENERAL	1,053,521.54	979,923.40	9,973,772.13	15,330,851.00	4,303,557.33	28.07
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Fiscal Year: 2016

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	4,335.38	36,724.70	53,077.00	16,352.30	30.81
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	2,946.16	21,382.69	25,597.00	4,214.31	16.46
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	9,675.53	86,279.86	116,537.00	30,257.14	25.96
DEPARTMENT: 12200 - ADN PROGRAM	0.00	24,841.01	189,767.09	288,904.50	99,137.41	34.31
DEPARTMENT: 12201 - LPN PROGRAM	0.00	15,780.31	153,943.51	237,313.56	83,370.05	35.13
DEPARTMENT: 12202 - EMT	90.00	8,222.77	73,012.61	107,222.00	34,119.39	31.82
DEPARTMENT: 12203 - ALLIED HEALTH	24,144.36	13,232.03	88,513.45	156,258.00	43,600.19	27.90
DEPARTMENT: 12210 - AGRICULTURE	0.00	4,149.38	37,448.82	56,116.00	18,667.18	33.27
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	10,553.91	94,875.64	109,550.00	14,674.36	13.40
DEPARTMENT: 12212 - CULINARY PROGRAM	768.76	4,792.59	39,207.83	60,963.00	20,986.41	34.42
DEPARTMENT: 12220 - JOHN DEERE AG TECH	751.21	13,018.28	101,079.99	164,200.00	62,368.80	37.98

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	540.06	10,744.33	67,738.89	91,299.00	23,020.05	25.21
DEPARTMENT: 12241 - FIRE SCIENCE	25,132.00	5,718.49	52,826.63	74,714.00	3,244.63-	4.33-
DEPARTMENT: 12250 - COSMETOLOGY	0.00	9,811.11	102,076.24	169,812.00	67,735.76	39.89
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	6,790.40	26,577.07	290,003.96	376,943.00	80,148.64	21.26
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	591.21	2,000.00	1,408.79	70.44
DEPARTMENT: 12273 - WELDING	4,570.73	13,769.04	139,943.61	228,911.00	84,396.66	36.87
DEPARTMENT: 42005 - DEAN OF TECHNICAL	768.49	11,579.72	99,640.18	495,550.94	395,142.27	79.74
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	69,750.00	69,750.00	100.00

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FUND: 12 - PTE FUND	63,556.01	189,747.11	1,675,056.91	2,902,818.00	1,164,205.08	40.11
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Fiscal Year: 2016

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	4,286.44	8,183.49	52,620.04	103,094.00	46,187.52	44.80
DEPARTMENT: 55006 - FOOTBALL	0.00	380.00	11,130.00	12,087.37	957.37	7.92
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	5,950.20	0.00	5,950.20-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	180.00	2,323.42	1,843.55	479.87-	26.02-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,172.00	10,538.70	16,504.92	5,966.22	36.15
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	798.01	1,694.58	896.57	52.91
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	4,934.19	0.00	4,934.19-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	846.66	9,682.80	10,000.00	317.20	3.17
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	1,143.51	1,158.20	14.69	1.27
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	324.95	4,681.63	6,148.00	1,466.37	23.85
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	322.95	1,550.17	0.00	1,550.17-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	17,121.74	23,000.00	5,878.26	25.56
DEPARTMENT: 31000 - COMMUNITY SERVICE	546.85	0.00	0.00	5,850.00	5,303.15	90.65
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	0.00	53.77	53.77	100.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	1,461.63	0.00	1,461.63-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	600.00	600.00	0.00	0.00
DEPARTMENT: 12273 - WELDING	0.00	0.00	11,088.33	0.00	11,088.33-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	172.46	0.00	172.46-	0.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	1,618.42	1,618.42	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	682.32	58.54-	982.86	1,041.40	105.96
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	1,937.79	2,623.88	686.09	26.15
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	394.50	1,000.00	605.50	60.55

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FUND: 14 - ADULT SUPPLEMENTARY ED	4,833.29	13,092.37	139,689.00	188,259.55	43,737.26	23.23
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Fiscal Year: 2016

GL Account	FUND: 16 - AUXILIARY ENTITIES					
	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	707.99	3,413.85	9,500.00	6,086.15	64.06
DEPARTMENT: 94000 - STUDENT CENTER	25,038.54	1,699.94	41,846.08	267,611.00	200,726.38	75.01
DEPARTMENT: 95000 - STUDENT HOUSING	6,068.50	190,082.68	1,206,330.01	2,097,589.00	885,190.49	42.20
DEPARTMENT: 98000 - COSMETOLOGY	442.30	3,370.47	82,772.69	191,032.56	107,817.57	56.44
DEPARTMENT: 97000 - BOOKSTORE	1,236.80	15,682.56	561,554.80	1,068,000.00	507,682.00	47.54
DEPARTMENT: 91000 - ARENA	0.00	130.34	4,669.56	0.00	4,669.56	0.00
FUND: 16 - AUXILIARY ENTITIES	30,312.54	211,673.98	1,900,586.99	3,633,732.56	1,702,833.03	46.86

Fiscal Year: 2016

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	14,000.00	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	861.20	5,055.00	4,193.80	82.96
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	28,212.35	125,115.11	96,902.76	77.45
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	0.00	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	0.00	0.00	403.08	3,393.80	2,990.72	88.12
DEPARTMENT: 50000 - DEAN OF STUDENT SE	850.00	0.00	148,278.03	154,816.92	5,688.89	3.67
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	1,492.49	2,601.26	2,742.94	141.68	5.17
DEPARTMENT: 12273 - WELDING	27,191.80	13,493.60	166,711.21	665,690.93	471,787.92	70.87
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	3,023.53	3,880.85	857.32	22.09
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	140.90	1,758.28	1,761.25	2.97	0.17
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	3,866.36	30,379.17	26,512.81	87.27
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	17,113.07	33,194.00	16,080.93	48.45
DEPARTMENT: 14010 - AO-K	0.00	0.00	4,843.20	9,456.07	4,612.87	48.78
DEPARTMENT: 50000 - DEAN OF STUDENT SE	7,373.25	35,251.97	203,483.96	513,416.00	302,558.79	58.93
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,362.84	30,443.33	47,430.75	16,987.42	35.82
DEPARTMENT: 42005 - DEAN OF TECHNICAL	9,680.00	12,409.37	65,242.02	95,461.00	20,538.98	21.52
DEPARTMENT: 42000 - DEAN OF LEARNING S	361.97	7,961.44	68,543.59	104,985.25	36,079.69	34.37
DEPARTMENT: 11040 - SCIENCE	0.00	459.49	11,646.89	55,000.00	43,353.11	78.82
FUND: 22 - RESTRICTED GRANTS	45,457.02	72,653.12	787,839.05	1,873,393.67	1,040,097.60	55.52

Fiscal Year: 2016

GL Account	FUND: 23 - OTHER RESTRICTED FUNDS					
	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	6,060.00	0.00	6,060.00	0.00
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	9,155.00	5,007.73	54.70
FUND: 23 - OTHER RESTRICTED FUNDS	4,297.86	0.00	10,207.27	9,155.00	5,350.13	58.43

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	1,240.24	1,516.00	275.76	18.19
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	2,850.66	4,000.00	1,149.34	28.73
DEPARTMENT: 13301 - ADULT ED - INSTRUC	533.64	19,055.99	107,492.06	175,216.00	67,190.30	38.35
DEPARTMENT: 13305 - ADULT ED - STAFF D	4,309.29	20.79-	1,557.32	8,653.00	2,786.39	32.20
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	10,906.32	111,294.22	137,804.00	26,509.78	19.24
DEPARTMENT: 00000 - GENERAL	0.00	0.00	37,500.00-	37,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	277.32	6,317.24	51,006.64	54,771.03	3,487.07	6.37
=====						
FUND: 24 - ADULT EDUCATION	5,120.25	36,396.57	237,941.14	344,460.03	101,398.64	29.44

Fiscal Year: 2016

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	3,084.00	0.00	216.00	363,184.00	359,884.00	99.09
=====						
FUND: 61 - CAPITAL OUTLAY	3,084.00	0.00	216.00	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	11,080.76	22,075.53	306,886.72	569,162.69	251,195.21	44.13
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	991.50	1,000.00	8.50	0.85
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	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	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	500.00	1,000.00	500.00	50.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	913.00	1,000.00	87.00	8.70
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	983.00	1,000.00	17.00	1.70
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	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	4,809.87	48,909.83	0.00	48,909.83-	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	7,413.76	7,985.99	13,690.64	75,235.00	54,130.60	71.95
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	2,808.35	14,800.00	11,991.65	81.02
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	18,494.52	34,871.39	386,682.86	676,697.69	271,520.31	40.12

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	14,487.00	0.00	14,487.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	4,791.00	0.00	4,791.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	5,832.00	0.00	5,832.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	10,680.00	0.00	10,680.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	2,310.00-	63,027.00	0.00	63,027.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	9,240.00	0.00	9,240.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	29,874.00	0.00	29,874.00-	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	9,981.00	0.00	9,981.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	21,717.00	0.00	21,717.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	29,058.00	0.00	29,058.00-	0.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	6,702.00	0.00	6,702.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	1,155.00-	20,106.00	0.00	20,106.00-	0.00
DEPARTMENT: 55020 - PEP BAND	0.00	0.00	2,424.00	0.00	2,424.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	10,623.00	0.00	10,623.00-	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	8,898.00	0.00	8,898.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	6,190.00	0.00	6,190.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	8,950.00	0.00	8,950.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	8,990.00	54,359.00	0.00	54,359.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	2,310.00	0.00	2,310.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	28,404.00	0.00	28,404.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	24,349.00	0.00	24,349.00-	0.00
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	228.00-	21,288.00	0.00	21,288.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	5,297.00	393,290.00	0.00	393,290.00-	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	132,812.00	301,297.00	509,000.00	207,703.00	40.81
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	132,812.00	301,297.00	509,000.00	207,703.00	40.81

Garden City Community College
3/31/2016

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 477,136.66	0.0000%
State Municipal Invest. Pool	\$ 716.42	0.0456%
FNB of Garden City - Money Market	\$ 25,506.17	0.2500%
FNB of Garden City - Insured Cash Sweep	\$ 1,304,475.15	0.2500%
Commerce Bank - Money Market	\$ 155,755.04	0.0800%
Landmark National Bank	\$ 4,156,896.25	0.3700%
	<u>\$ 6,120,485.69</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	0.4500%	1/30/2015	7/30/2016
Western State Bank	CD	\$ 1,000,000.00	0.5000%	12/18/2014	12/18/2016
First National Bank of Garden City	CDARS	\$ 1,000,000.00	0.6500%	12/24/2015	12/22/2016
Commerce Bank	CD	\$ 1,000,000.00	0.7000%	2/3/2016	2/3/2017
First National Bank of Garden City	CDARS	\$ 1,000,000.00	0.7500%	12/24/2015	6/22/2017
Commerce Bank	CD	\$ 1,000,000.00	0.9000%	2/3/2016	8/3/2017
		<u>\$ 6,000,000.00</u>			
Total		<u><u>\$ 12,120,485.69</u></u>			

Agenda No: III-E-1

Date: April 12, 2016

Topic: Resolution 2016-02
Non-renewal of contract

Presenter: Dr. Herbert J. Swender

Background Information:

Dr. Jennifer D. Crawford has been employed at Garden City Community College since August 8, 2014. It is the recommendation of administration to not extend the offer of a contract to Dr. Crawford the 2016-17 academic year.

Budget Information:

NA

Recommended Board Action:

Approve Resolution 2016-02 directing the Clerk of the Board of Trustees to give written notice to Dr. Jennifer D. Crawford of the Board's intent to non-renew her contract for the 2016-17 school year.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

RESOLUTION 2016-02

WHEREAS, Jennifer D. Crawford is currently employed by Garden City Community College, as an Instructor; and

WHEREAS, the Board of Trustees of Garden City Community College (Board of Trustees), finds that the contract of employment of Jennifer D. Crawford should be non-renewed, and that Jennifer D. Crawford be given written notice on or before May 20, 2016, of the intent of the Board of Trustees to non-renew her contract for employment for the 2016-17 school year.

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

It is hereby declared to be the intent of the Board of Trustees of Garden City Community College, that the contract of employment of Jennifer D. Crawford as an Instructor be non-renewed for the 2016-17 school year; and

The Clerk of the Board of Trustees is directed to give written notice in person or by United States mail to Jennifer D. Crawford on or before May 20, 2016, of the Board of Trustee's intent to non-renew her contract of employment for the 2016-17 school year.

ADOPTED by the Board of Trustees of Garden City Community College, on the 12th day of April, 2016.

Jeff Crist, Chairperson
Board of Trustees
Garden City Community College

ATTEST:

Debra Atkinson, Clerk

Agenda No: III-E-2

Date: April 12, 2016

Topic: Resolution 2016-03
Non-renewal of contract

Presenter: Dr. Herbert J. Swender

Background Information:

Luis D. Luna Ramos has been employed at Garden City Community College since August 8, 2014. It is the recommendation of administration to not extend the offer of a contract to Mr. Luna Ramos for the 2016-17 academic year.

Budget Information:

NA

Recommended Board Action:

Approve Resolution 2016-03 directing the Clerk of the Board of Trustees to give written notice to Mr. Luis D. Luna Ramos of the Board's intent to non-renew his contract for the 2016-17 school year.

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

Board Member Notes:

RESOLUTION 2016-03

WHEREAS, Luis D. Luna Ramos is currently employed by Garden City Community College, as an Instructor; and

WHEREAS, the Board of Trustees of Garden City Community College (Board of Trustees), finds that the contract of employment of Luis D. Luna Ramos should be non-renewed, and that Luis D Luna Ramos be given written notice on or before May 20, 2016, of the intent of the Board of Trustees to non-renew his contract for employment for the 2016-17 school year.

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

It is hereby declared to be the intent of the Board of Trustees of Garden City Community College, that the contract of employment of Luis D. Luna Ramos as an Instructor be non-renewed for the 2016-17 school year; and

The Clerk of the Board of Trustees is directed to give written notice in person or by United States mail to Luis D. Luna Ramos on or before May 20, 2016, of the Board of Trustee's intent to non-renew his contract of employment for the 2016-17 school year.

ADOPTED by the Board of Trustees of Garden City Community College, on the 12th day of April, 2016.

Jeff Crist, Chairperson
Board of Trustees
Garden City Community College

ATTEST:

Debra Atkinson, Clerk

APRIL 2016 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 is not aware of any 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, except for purchases utilizing federal funds.

Data directly addressing the CEO's interpretation: Purchases 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;

- Four required written bids
- One of the purchases exceeded \$20,000 and required Board approval (no local vendor).
- One purchase had no local vendor.
- Two purchases were from local vendors.

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.

**APRIL 2016 MONITORING REPORT
ANNUAL**

ENDS

Academic Advancement

Students will have appropriate knowledge of transfer requirements.

**ANNUAL
#1 Page 4**

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

Background Information and Supporting Data:

College personnel annually identify measures for continuous improvement to insure that GCCC is staying at the forefront of transfer and advising changes. To facilitate this, during the 2015-16 academic year, GCCC hosted seventeen four-year institutions, (Wichita State University, University of Kansas, -Kansas State University, Fort Hays State University, Pittsburg State University, Bethany College, Newman University, Kansas State-Salina and NW Oklahoma State, Panhandle State University, Friends University and American Public University, Mid-American Nazarene, Baker University, Newman University, Kansas Wesleyan University, and National American University, allowing GCCC staff and students face-to-face contact with their representatives for information about transfer programs including changes. Additionally, these campus visits allow staff to maintain a strong personal contact with four-year institutions to which GCCC students may transfer. While Wichita State University and the University of Kansas attended campus, staff, faculty and administration met with key personnel from both institutions to discuss advising and transfer processes. To further solidify and streamline the transfer process for GCCC students, several partnerships have been forged and enhanced with transfer institutions with the development of 2+2 agreements. During the 2015-16 academic year, a collaborative partnership with Friends University was developed to have a bachelor degree completion in accounting offered at GCCC. The partnership outlined the coursework for transfer and assisted in enabling students to complete their baccalaureate degree while staying in Garden City. Additionally, work is currently in place with Fort Hays State University on updating and modifying the transfer agreements for education and technical programs to assist students in the transfer process.

In addition to this information, GCCC continues to work with KBOR to develop effective marketing means to transfer and articulation work that is taking place at the state level. A communication plan has been outlined at the state level to communicate the transfer articulation of courses statewide to students. Currently, there is ongoing evaluation of transfer coursework at the state level with sixty nine (69) courses having been approved for articulation between state institutions. Currently, GCCC offers and has approved 50 of the courses for transfer into any public institution in Kansas. In summation, this means that the transferability of coursework from community colleges to universities or vice versa will not be disputed for equivalency at the point of transfer. This will help to clean up the transfer process in the state of Kansas. Working with the advisors at GCCC to help make students aware of the articulation work is continuing so that students are educated on the advising and transfer process after completing at GCCC. Students who transfer to a Kansas public university from a Kansas public community college or technical college are eligible for Reverse Transfer, which allows for the attainment of any associate degree for which one is eligible along the way to additional certificates and degrees.

Within a student's first semester, those who transfer coursework from a community college or technical college to a public university will be notified if they are eligible to be considered for reverse transfer degree status, and which courses are needed to finish the related degree.

Students who then complete the coursework for a given associate degree will be eligible to receive that degree, administered automatically by correspondence between the new institution and the community college or technical college the student last attended.

Work has been done at the state level to streamline the transfer process and questions for students. On the KBOR website, http://kansasregents.org/academic_affairs/transfer-articulation/institutional-transfer-information , course articulation, transfer process and procedures and contact information for questions regarding the transfer process is included to help the transfer process.

Students will have appropriate knowledge of transfer requirements

Multiple reports are included in this ENDS analysis to outline the success of our students and how well they perceive the assistance and services provided to assist in their successful transition. Data contained in this report includes Transfer Data from the KBOR Transfer Feedback Report, a summary of the local data used for determining transfer success, a summary of the Community College Survey of Student Engagement (CCSSE) administered in the Spring 2015 and the Noel Levitz student satisfaction survey administered in fall 2015. A great deal of work has gone in to the best methods for measuring student engagement and satisfaction. The college has determined that in order to most effectively measure these outcomes, the Noel-Levitz survey will be conducted each fall and the CCSSE will be conducted each spring.

CCSSE “provides information on [student engagement](#), a key indicator of learning and, therefore, of the quality of community colleges. The survey, administered to community college students, asks questions that assess institutional practices and student behaviors that are correlated highly with student learning and student retention.” Through this survey process, information is provided back to GCCC which provides feedback and ratings on areas such as academic advising, student/faculty interaction and support services related to academic advancement. Below is a chart showing the comparison of GCCC to the 2014, 2013 and 2012 cohorts. GCCC scored higher than the cohort on all benchmarks related to student learning, as well as improving each statistical category from the 2014 cohort, showing that efforts are acknowledged by students and they are engaged in the learning process.

CCSSE BENCHMARK COMPARISONS

Benchmark	GCCC	2015 Cohort	2014 Cohort	2013 Cohort	2012 Cohort
Student Faculty Interaction	55.1% highly satisfied	50%	54%	50%	50.0%
Talked about career plans with instructor/advisor	2.36 on a 4 point scale	2.15	2.30	2.10	2.08
Transfer credit assistance	2.30 on a 3 point scale	2.20	2.20		2.04
How often do you use Academic advising/planning?	1.99 on 3 point scale	1.83	1.84	1.80	2.23
How Often do you use Career counseling?	1.58 on 3 point scale	1.45	1.54	1.44	1.81
How well does the college emphasize financial support to afford education	2.80 on 4 point scale	2.59			

The advising relationship and process has utmost importance and emphasis placed upon it at GCCC. Many enhancements are being made to further strengthen the advising process at GCCC including more web based training for faculty and advisors as well as increasing modes of communication to students on advising and transfer as well. Additionally, a revised early alert system has been implemented to assist and retain students more effectively and place them in contact with the resources available to them. Tammy Tabor has also instituted and is working with Faculty Senate on developmental advising strategies to assist in student advising. Additionally, in the next year, the Learning Management System of Canvas will include syllabi for every course as well as academic success strategies and assistance for students in class. The addition of the student portal will also assist in the dissemination of information to students in a more streamlined manner.

As evidenced in the chart below, students indicated that they believe GCCC provides support and assistance in the academic and career planning areas. By enhancing the referral process, this will only further develop the support systems available to students to assist in their academic success and transfer process.

CCSSE Survey

Benchmark	GCCC	2015 Cohort	2014 Cohort	2013 Cohort
This college provides the support you need to help you succeed in college	3.10 on 4 point scale	3.04	3.03	3.01
Discussed grades or assignments with an instructor	2.36	2.15		
Before the end of my first term at this college, an advisor helped me develop an academic plan (a personalized plan with a defined sequence of courses for completing a college certificate or degree and/or for transferring to a 4-year college or university).	66%	62%	64%	50%

Noel Levitz Student Satisfaction Survey

The Noel-Levitz Student Satisfaction survey was conducted in the fall 2015. This survey assesses the importance of multiple services at an institution and weighs the importance against the student’s satisfaction level. This is critical so that you can measure the importance of various services against the satisfaction and make decisions based upon this information. This survey will begin to be administered each fall semester so that we have comparative data to measure against. The chart below highlights the student satisfaction on a 7 point scale. The data is compared against the last administration at GCCC in 2010 as well as the 2014 Midwest Community College cohort.

Item	GCCC Student Satisfaction 2016	Midwest Cohort Satisfaction 2016	GCCC Student Satisfaction 2014	Midwest cohort satisfaction 2014
Academic Advising/Counseling	6.33	6.24	6.00	5.40
My advisor is approachable	6.39	6.31	6.28	5.58
My advisor helps me set goals	6.37	6.07	6.06	5.18
My advisor is knowledgeable about program requirements	6.33	6.39	6.08	5.60
My advisor is knowledgeable about transfer requirements to other schools	6.31	6.24	5.87	5.31
Academic support services adequately meet the needs of students	6.14	6.13	5.82	5.49
Tutoring services are readily available	6.34	6.08	6.09	5.64

As evidenced by the data, GCCC student satisfaction with advising processes and advisor knowledge is higher than the 2014 administration as well as the Midwest cohort. Additionally, in the overview provided by Noel Levitz, Academic advising was listed as a strength as well as individual advisor knowledge of program and transfer requirements.

Students will have the academic prerequisites sufficient for successful transfer.

KBOR Transfer Feedback Report:

The KBOR Transfer Feedback Report data shows how GCCC students have compared academically in Fall 2014 to native students at the regents institutions and Washburn. GCCC students completed and transferred 50.58 hours on average to the Regent institutions, up from 49 hours in Fall 2013. GCCC students completed more hours per semester or a higher percentage of hours completed versus hours attempted at all institutions except The University of Kansas. This measurement shows that our continuing students are persisting and advancing towards degrees at a faster pace than the counterparts. Additionally, transfer students had high G.P.A.'s when leaving GCCC to transition to the regents institutions.

Transfer institution	G.P.A of entering GCCC student
FHSU	3.24
Kansas State University	3.22
University of Kansas	3.36
Wichita State University	3.14
Washburn University	3.20

This speaks to the level of academic preparedness prior to transfer and students continuing academic success at Regent institutions who started their academic endeavors at GCCC. As indicated in the chart below, GCCC students are advancing towards baccalaureate degrees at Regent institutions at a faster pace than the counterparts and are continuing to maintain GPA's at or above their counterparts in the process. The numbers in parentheses are the number of transfer students from GCCC attending each institution in fall 2014. The chart highlights the comparison of GCCC transfer students versus the native students who started traditionally directly at a four year institution. Garden City Community College transfer students had higher percentages passed at all Regent institutions among current or continuing student populations versus the native students with comparable or higher grade point averages.

Institution Name	Percent of Hours Passed		Mean Grade Point Average	
	GCCC Students (Current,Continuing)	Native Students	GCCC Students (Current,Continuing)	Native Students
Emporia State Univ.	NR, 94%(11)	88%	2.83	2.84
Fort Hays State	86%(57), 86%(110)	85%	2.73, 2.73	2.51
Kansas State Univ.	85%(25), 93%(86)	91%	2.65, 2.83	2.96
Univ. of Kansas	84%(12), 94%(37)	88%	3.02, 3.17	2.89
Washburn Univ.	86%(5), 93% (8)	80%	2.73, 3.19	2.70
Wichita State Univ.	72%(22), 91%(64)	84%	2.76	2.51
Pittsburg State Univ.	n/r			

Institutional Monitoring

Starting in March of 2011, the Board of Trustees was presented with data from a revised method of monitoring that students will have the academic prerequisites sufficient to transfer. An institutional approach is being made to track degree-seeking students who are on target to transfer and determining if GCCC has provided them with a core set of academic prerequisites.

The dataset used to monitor this indicator is the first-time, full-time, degree-seeking student cohort. This group denotes a national standard used to monitor successful graduation and transfer through IPEDS reporting. The data for this annual report is from the 2012 cohort, tracked for 150% of the normal timeframe for graduation or transfer (customary tracking timeline). **It should be noted as well, that GCCC holds a graduation rate at 37% within a 150% timeframe. Nationally, at all two year colleges, the average is 29%, with public two-year institutions only at 20%. www.nces.ed.gov** This data shows that GCCC students are graduating at a higher rate than the national average, but considerable work is needed to continue improving the graduation rates. One of the considerations being researched for implementation is co-requisite education. Work with English and math departments has been initiated and will be reviewed over the course of the next academic year to determine if remedial courses can be paired together to assist in matriculating students towards degree completion at a better rate.

The addition of Leslie Wenzel as Coordinator of Developmental Education will assist in researching the data and framework to assist in this transition. Pairing remedial courses together which allows a student to combine and move through the developmental process more efficiently is necessary for student retention and completion initiatives.

The 329 students in the fall 2012 cohort were on track to graduate with a transferable degree and 104 (39%) graduated. While we can assume that the 104 students who graduated and met the transfer and articulation agreements had the necessary academic pre-requisites, we ultimately want to study all transfer student coursework, so no such assumptions were made. Each institution and program differs somewhat in the courses that are accepted in a Transfer and Articulation agreement, so we took a look at GCCC transfer student preparation in four specific core classes that are included in all agreements: English I, English II, Speech, and College Algebra.

- 84% (198) students successfully completed at least one core class
- 67% (168) students successfully completed at least two core classes
- 51% (152) students successfully completed at least three core classes
- 37% (116) students successfully completed all four core classes

Note: only grades of "C" or better were considered

The following table shows a three year trend of the above data:

Number of Core Courses Successfully Completed	FFF12	FFF11	FFF10	FFF09
One or More	84%	74%	70%	75%
Two or More	67%	62%	57%	64%
Three or More	51%	57%	49%	57%
Four	37%	43%	37%	40%

This data demonstrates the rates at which GCCC transfer program students complete the four identified core classes which are traditionally included in transfer agreements and are required of nearly all transfer programs. These four classes represent the minimum requirements needed for students to graduate with associate and bachelor degrees. Although there may be additional coursework needed in English and math depending upon major, passing these four core classes with a "C" or better is a prerequisite for degree completion at the transfer institution. Institutions vary on the number and specific courses required in social sciences, humanities and life sciences.

With more than half of our transfer students completing at least three of these core courses, they are academically prepared for success at the transfer institution. By completing these with a "C" or better, they have prepared themselves to move directly into upper level coursework upon transferring. Three-fourths of our transfer population successfully completed at least three of the core courses, and nearly 3 out of 4 completed English I, English II, and Public Speaking. These three courses demonstrate the sufficient skills of transfer students in written and spoken language skills as evidenced by the degree requirements necessary at GCCC and transfer institutions.

Work continues at the state level to assist with easing the transfer process regarding equivalency of courses. At the institution level, work is happening with students to assist in proper placement into courses and providing them with proper remedial work at GCCC to prepare them for completion of the degree required coursework. To this end, the math department has evaluated and determined changes for the math sequence for this coming fall. This change is being made due to observation and data from the math department on student success in remedial courses. The concept of co-requisite education will assist students in matriculating through the developmental sequence of courses and into gateway courses more efficiently.

Additionally, GCCC has been selected to be a pilot institution for the state of Kansas for Transition to College Algebra. The college submitted a grant application in conjunction with Garden City High School and Holcomb High school to have students who do not assess into college algebra be able to take a transition course while in high school. Upon successful completion of this course, the student will transition into College Algebra at GCCC. This should assist in increasing the number of completers for college algebra at GCCC and address this END as well.

On a final note, as part of the HLC assessment project, an assessment team has been put together at GCCC to analyze the incorporation of the Community College Survey of Student Engagement (CCSSE) which GCCC conducts every spring as a method for student outcomes in the learning process. The CCSSE assesses student engagement in core aspects of a college environment. Particularly of interest in this data is how engaged a student is within critical thinking, life skills, ethics and teamwork, communicating in written or oral form, math skills and diversity in a global society. The assessment team is compiling data to recommend the use of CCSSE as an outcomes measure on student’s perception of engagement in learning and preparedness at GCCC. This qualitative and quantitative assessment of student learning addresses specifically a student’s preparation for successful transfer. A three-year analysis of this data is evidenced below in regards to student engagement at GCCC.

CCSSE Outcomes Comparative Data

ENDS		GCCC 2013	2013 Cohort	GCCC 2014	2014 Cohort	GCCC 2015	Cohort 2015
Critical Thinking and Problem Solving across all disciplines		2.94	2.95	2.91	2.98	2.88	2.97
Life skills							
1. teamwork		2.9	2.79	2.75	2.81	2.93	2.82
2. ethics		2.59	2.45	2.41	2.47	2.59	2.49
3. study habits		2.97	2.97	2.95	2.98	3.04	2.99
communicate clearly in writing and speaking							
1. writing		2.94	2.78	2.73	2.79	2.9	2.8
2. speaking		2.85	2.7	2.71	2.72	2.85	2.7
technology appropriate for learning		2.96	2.81	2.87	2.82	2.89	2.82
understanding a diverse global society		2.68	2.45	2.51	2.47	2.61	2.5
math reasoning skills		2.76	2.68	2.73	2.7	2.84	2.7

Incidental Information April 2016

Ryan Ruda, Vice President of Student /Instructional Services

Educational Talent Search

ETS students were invited to a college planning conference held here at GCCC and included presentations from admissions, financial aid and workforce. The students were very appreciative of this eye opening event. It was a great collaborative event for the students in attendance.

Twenty ETS high school students embarked on a college tour of colleges in Colorado over spring break; this trip also included a couple of cultural activities such as the Aquarium in Denver, historic Riverwalk of Pueblo and trying new cuisine throughout. Our spring college visits are arranged through the remainder of April and May.

Five young ladies have been accepted to attend the 2nd annual Girls in STEM conference held at Wichita State University this year, the end of May. These ladies are preparing for college and careers in biochemical, biomedical, civil engineering and computer programming. These ladies are university bound but three of them are going to attend GCCC before transferring. Two young men applied and were accepted to attend the 2nd annual Men of Excellence Conference at Northern Illinois University in DeKalb, IL. Once again we have a student selected to attend HOBY leadership conference in June, another to Kansas Boys State and yet another student to the Rotary.

Student Activities

Student Activities, in addition to daily operating of the Student Center, has also successfully coordinated and ran 14 Make It/Take It Tuesday activities and 18 GC Afterhours events for this school year to date Fall 2015 and Spring 2016.

Intramurals has successfully run five Fall 2015 sporting events and three Spring 2105 sporting events/leagues to date this Spring 2016.

Financial Aid

The financial aid office has begun processing FAFSA's for the 2016-2017 academic year. The first FAFSA download yielded 495 unduplicated student FAFSA applications; of those 73 were ready to award and notification was sent immediately. The remaining students are sent notification of items needed to complete the FAFSA process (i.e. forms, transcripts, etc.); then incoming paperwork/verification will continuously flow through August. We are anticipating another big FAFSA download this week (300+); usually after the first 2 big downloads the remaining downloads will come in around 100 a week!

In addition to the new year processing; we continue to process 2015-2016 awarding year (verification, grant, loans, SAP, reporting, etc)- approximately 40 new FAFSA's will continue to come in weekly for current year and it'll pick up with incoming summer enrollment!

Student Support Services

Martha Lisk, Director of Student Support Services, attended the 35th Annual Missouri-Kansas-Nebraska (Mo-Kan-Ne) TRIO Professionals Conference in Kansas City from March 29th. Attending the Mo-Kan-Ne Conference allows TRIO professionals to obtain updates on regional and nation issues involving TRIO Programs, hear nationally noted speakers on issues relevant to First Generation/Low Income students, and network with other TRIO professionals to learn about strategies and programming they are utilizing with their students. Martha served as a moderator for one of the concurrent sessions. The GCCC Student Support Services program also provided a gift basket for the Scholarship Raffle. Thank you to Virga West for her contributions to the gift basket.

Susan Miller, SSS Advisor, will be accompanying three Student Support Services Participants to the Second Annual Girls in S.T.E.M Conference at Wichita State University from May 20-22. The

conference is sponsored by the Educational Opportunity Association (the regional TRIO professional association) and Spirit Aerospace. The young women attending the conference will have the opportunity to tour Math and Science facilities at Wichita State University, interact with S.T.E.M. professionals, attend concurrent sessions on S.T.E.M Careers, and network with other young woman who are interested in S.T.E. M. careers.

Enrollment Management

Fall enrollment kicks off with GCHS enrolling on April 14 – we have 42 reservations so far, which is an increase from last year of 7. Then we'll bring in Holcomb high school on April 20 and are still accepting reservations.

CCSSE administration of students is in progress and will continue through the month of May.

General Information

The campus climate survey which is required per the consumer information guidelines that were part of the Title IX has been distributed to students. The purpose of this survey is to assess students' knowledge of services on campus for harassment and assault, inquire about any incidents that may have occurred on campus and provides the administration with information on how to improve Title IX reporting and services.

Instruction

The Physics position has been filled. The individual hired will be assisting in developing cyber security curriculum as well due to his background and training in computer engineering. He will be developing this curriculum over the summer for review by administration.

Interviews will be set up over the next few weeks for psychology, english, math, biology, anatomy and chemistry.

Phil Terpstra, Jerrad Webb, Susan Pollart and Ryan Ruda attended the HLC Midpoint Roundtable for assessment last week. The roundtable was used to work on the assessment project that is part of the Open Pathways that Garden City is involved with for accreditation. The assessment roundtable was facilitated by HLC staff and provided institutions the opportunity to bring their team and get guided assistance in continuing to build and refine assessment practices on their campuses. The team had a considerable amount of discussion and work completed to bring back to campus for implementation on student outcomes assessment.

Dee Wigner, Executive Vice President:

Bookstore

The bookstore is busy receiving new merchandise that was ordered from the Camex show in Houston in early March. Most of the new gift items and school supplies are now on display in the store. Two new displays now show off the new items. Clothing has been ordered, artwork approved and orders should start coming in during the next three weeks. We are so excited about these "new looks" and hope everyone likes them as much as we do!! Please stop by and see the new items.

The end of the spring semester-buyback is just around the corner. Cap and gown distribution will begin on April 25 and graduation announcements are available now for purchase.

Summer adoptions and summer book shelves are set and ready to go. Fall adoptions are still a work in progress and should be finalized by the end of the month.

Business Office

GCCC participates in the State of Kansas Setoff Program. The program sets off money the State of Kansas owes to debtors against moneys owed to the State of Kansas. If a student has a past due balance with GCCC and the State owes them money, the State can help us collect those funds. The business office submits a list of past due accounts to the state for the setoff program. The program is most successful in the spring when tax refunds are being processed. Since January 2016, the college has received just over \$21,000 from the set off program.

The business office assisted with the GCCC Rodeo during the first weekend in April. Participation fees were collected from the 370 Rodeo participants and prize checks were processed on Sunday. The rodeo students are always respectful and polite. We enjoy the busy weekend.

Compliance

The Educational Opportunities Grant was submitted. Ryan Ruda, Colin Lamb, Martha Lisk, Rebekah Fitzpatrick, Helen Weeks and Melanie Hands were the main writers. Award notifications are expected this summer.

Marketing and Public Relations

The marketing department has been busy promoting current events. Ads were produced and aired throughout the month of March for the Endowment Auction. Press releases for the rodeo, the endowment auction, low cohort rate, and Kansas Workforce Grant were sent to local news agencies, as well as social media updates for current events. Current promotions for April are Department of Public Safety Ride for the Future, SGA Earth Week, ALICE Active Shooter Training, HALO Carwash, FAFSA reminders on Facebook and twitter, cheer team send off to national competition, band concerts, GCCC Ecology River Trip, and helping get the word out for the NJCAA Regional Track & Field Championships April 28-30.

GCCC Marketing/PR met with Distance Learning to start developing marketing strategies. Specialty items were ordered in conjunction with Student Services to promote the college at area high schools and booths.

GCCC had a current advertisement appear in the Catch-It-Kansas magazine. This is a sports magazine circulated state-wide to area high schools. Updates for the Kansas Pregame magazine advertisements will also be developed in the next two weeks.

The GCCC booth was a success at the Garden City Better Home & Living Show—over 1,200 people attended the event. The Director of Marketing and Public Relations represented GCCC at the Kansas Advisory Council for Career & Technical Education at Garden City High School as part of the workforce youth development committee on Tuesday, April 5.

Human Resources

The Athletic Academic Advisor position and several football coaching positions have been filled. We have had several retirements and resignations and therefore are in a heavy recruiting period right now. The federal IPEDS report has been completed and submitted for this year. Planning will soon begin for the End of the Year Bash.

Facilities

The maintenance crew has been busy installing locks and new lighting throughout campus. Construction began on the bus parking lot. The replacement of the athletic complex parking lot will begin the Monday

after graduation. Special projects this month include setting up and tearing down the endowment auction, working on the Region VI track meet check list, cleaning up the chiller plant and storage mezzanine and taking inventory. Derek Ramos, Director of Facilities, walked the building roofs with the insurance representative and infrared specialist. This is a free service provided by our insurance company.

The grounds crew completed landscaping in front of the library. Sod was laid around the library parking lot. Irrigation has been started and lines were checked for leaks. Repairs were made as necessary. Mowing, weed eating and weed pulling has begun. Foul lines were painted for baseball and softball fields. Parking lots were cleaned and repaired. Weeds were sprayed at the arena.

Custodians were busy setting up for special events such as monthly board meetings and BAA luncheons. Other projects included providing coverage for cheer competition both gyms, rodeo/ clean up at the horse palace and the endowment auction. On April 11, custodians will begin cleaning all bleacher chairs for the upcoming events held in gym.

Campus Police

On April 13-14, 2016, GCCC will host advanced armed intruder training, which will be presented by the ALICE Training Institute. Over 40 participants are registered for this course representing businesses, school districts and colleges from all over the State. At the conclusion of the course, all attendees will be certified as instructors through the institute. GCCC is sending five employees (from campus police, faculty, staff & administration) all of who will become members of a campus training team. This team will assist the campus police chief in delivering enhanced training and drills for all members of our college.

With the severe weather season fast approaching, campus police sent three officers to storm spotter training, which was hosted by Finney County Emergency Management. The course was very informative.

Print Shop

Worked with Rodeo and Endowment on programs and catalog, printed and delivered. Current projects include retirement, graduation, banquet programs and development of regional track program.