

September 8, 2017

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, September 12, 2017**. The meeting will be held in **The Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner in the **Cyber Café** next to Broncbuster Book Store, 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. President’s Report
 - D. Introduction of new employees
 - E. Report from City of Garden City/Sales Tax
 - F. Report from Student Government Association
 - G. Report from Faculty Senate
- II. CONSENT AGENDA Action**
- A. Approval of minutes of previous meetings (August 8, 2017).....pg. 3
 - B. Approval of personnel actions-Human Resources.....pg. 7
 - B-1 Human Resources Report.....pg. 8
 - B-2 Adjunct/Outreach Contracts.....pg. 9
 - C. Financial information.....pg. 11
 - C-1 Checks processed in excess of \$50,000.....pg. 12
 - C-2 Revenues.....pg. 13
 - C-3 Expenses.....pg. 15
 - C-4 Cash in Bank.....pg. 20
 - D. Purchases over \$50,000
 - D-1 Storage Area Network (SAN).....pg. 21
- III. CONFIRMATION OF MONITORING REPORTS:**
- A. Monitoring Reports and ENDS **Action**
 - A-1 Annual, Essential Skills, Workforce Development.....pg. 30
 - B. Review Monitoring Report
 - B-1 Annual, Executive Limitations, Treatment of People
 - C. Board Process and Policy Governance Review
- IV. OTHER**
- A. Incidental Information.....pg. 33
 - B. Report from Finney County Economic Development Corporation
 - C. Report from KACCT

V. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

September 11	Remembrance Ceremony, 10:00 a.m., flag pole located north of the Student and Community Services Center
September 16	Broncbuster Football, 7:00 p.m., HOME VS Hutchinson Community College
September 19	Constitution Day
September 30	Broncbuster Football, 7:00 PM VS Butler Community College at El Dorado
October 2-5	Endowment Association Phonathon, Endowment Room
October 7	Broncbuster Football, 7:00 p.m. HOME VS Coffeyville
October 9-12	Endowment Association Phonathon, Endowment Room
October 10	GCCC Board of Trustee Meeting, 6:00 p.m., Kinney Room BTSC
October 14	Broncbuster Football, 1:00 p.m. HOME VS Iowa Western
October 21	Broncbuster Football, 7:00 p.m. HOME VS Dodge City Community College, GCCC Homecoming

VI. EXECUTIVE SESSION

VII. ADJOURNMENT

Dr. Herbert J. Swender, Sr.
President

Steve Martinez
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**

August 8, 2017

Trustees Present: Marilyn Douglass, Jeff Crist, Steve Martinez, Melvin Neufeld, Blake Wasinger, Terri Worf,

Others Present: Debra Atkinson, Deputy Clerk
Tiffany Brady, Pepsico
Asher Brandt, Chemistry Instructor
John Green, Athletic Director
Josh Harbour, *Garden City Telegram*
Sheena Hernandez, English Instructor
Phil Hoke, Drama Instructor/Division Leader
Robert Howell, English Instructor
Kelli Jenkins, Assistant Women's Basketball Coach
Shaquicia Johnson, 2nd Assistant Women's Basketball Coach
Seth Kristalyn, English Instructor
Charinee Mitchell, Head Women's Basketball Coach
Larry Pander, Fire Science Instructor/Faculty Senate Representative
Chuck Pfeifer, Dean of Technical/Work Force/ Director of IT
Amy Poteet, Speech Instructor
Ryan Ruda, Vice President of Instruction/Student Services
David Rupp, Community Member
Kristi Tempel, Public Relations/Marketing
Phil Terpstra, Dean of Academics
Jonathan Whitacre, Math Instructor
Dee Wigner, Executive Vice President
Herbert Swender, President

CALL TO ORDER:

Chair Martinez called the Budget Hearing for 2017-2018 to order at 5:47 p.m.

COMMENTS FROM PUBLIC REGARDING BUDGET:

Chair Martinez noted that no one from the public had registered to make comments regarding proposed budget.

Chair Martinez then asked for comments or questions from the board regarding the 2017-2018 budget, which had been reviewed in depth at the July 11 board of trustee meeting and published in the Garden City Telegram July 24.

Motion:

Worf moved, seconded by Wasinger that the Board of Trustees certify that the budget hearing was held, that the budget was duly approved and adopted as the maximum expenditure for the various funds for the year 2017-2018, certify the 2017 tax to be levied at \$9,452,140 (19.983 mills) General Fund and \$477,343 for Capital Outlay (1.009 mills).

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

Nays: None

Motion carried: 6-0

Trustee Neufeld, expressed his appreciation to the college administration for keeping the mill levy at the same level as last year, with no recommended tax increase. Neufeld went on to commend Dr. Swender and his staff for leading by example. Neufeld added that maintaining the mill levy will keep the economy rolling and help the college achieve its goals.

Chair Martinez asked that Trustees, administration and attendees of the August 8, 2017 GCCC Board of Trustees meeting convene outside of the Beth Tedrow Student Center to listen to a special performance by the GCCC Marching Band drum line, directed by Brandon Worf.

REGULAR MEETING CALLED TO ORDER:

Chair Martinez called to order the regular board meeting to order at 6:06 p.m.

Dr. Swender took a few moments to present a plaque from board, faculty and staff, to outgoing chair, Jeff Crist, to thank him for his two years of service as GCCC board chair. Trustee Crist expressed his appreciation and noted that it has been his honor and privilege to serve with the other members of the GCCC board.

OPEN COMMENTS FROM PUBLIC:

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

PRESIDENT'S REPORT:

This portion of the meeting is related to student accomplishments, activities, campus visitors, and special events that have taken place in the GCCC campus community since the last Board of Trustee meeting.

Dr. Swender reported that he had attended the Rural Community College Alliance Day on the Hill in Washington D.C. on July 18, to discuss challenges and issues facing community colleges with Secretary of Education, Betsy DeVos. Congressional representative Hartzler from Missouri is carrying a bill forward regarding the expansion of the definition in USDA from 20,000 people to 35,000 in population. This will allow GCCC and other similar size communities the opportunity to apply for grants and various loans that were not available previously. Other topics discussed were regional accreditation, with emphasis on the Higher Learning Commission.

Dr. Swender hosted The Kansas Water Congress when they visited GCCC on July 27. Dr. Swender addressed the group at the Clarion Inn, and then the group toured Task Force Broncbuster, the Meats Lab, the Welding Center, and the John Deere Program.

GCCC was honored to host the Law Enforcement Appreciation dinner, Tuesday, August 5. This dinner is a way to recognize our law enforcement community for all they do to serve and protect. It is also a way to build relationships between the law enforcement community and the athletic department.

GCCC Cheer Team placed first at camp on August 5-6. Providing they win the state competition, they will have the opportunity to participate in national competition for the third year in a row.

Broncbuster marching band has returned to GCCC and the sound of their practice can be heard all over campus. Casey Hand, Joe Lowery, and CJ Johnson, directors, have approximately 80 students enrolled for this semester.

Renovations across campus are progressing nicely. The roof on the Safell Library is complete. The wood has been installed in Conestoga Arena and graphics will soon be added and the floor sealed. Expected completion of the floor is by the second home volleyball game which is September 18. The East section of Resident Life parking lot should be open by first day of class on Tuesday, August 15. Remodeling on band building continues and complete in the next two weeks.

Annual Broncbuster Buddy Day will be held, August 19 at 2:45 pm, at Broncbuster Athletic Multi Sports Complex. Participants will receive a T-shirt, take part in fun games, and there will be ice cream for all! GCCC Broncbuster Football team will be holding an open practice from 1:30-2:30 p.m. and is open to the public.

Chair Crist thanked Dr. Swender for his report.

INTRODUCTION OF NEW EMPLOYEES:

John Green, Athletic Director introduced new employees Chaine Mitchell, Head Women's Basketball Coach, Kelli Jenkins, Assistant Women's Basketball Coach and Shaquicia Johnson, 2nd Assistant Women's Basketball Coach. Ryan Ruda, Vice President of Student Services/Instruction, introduced new employees, Seth Kristalyn, English Instructor, Robert Howell, English Instructor, Asher Brandt, Chemistry Instructor, Amy Poteet, Speech Instructor, and Jonathan Whitacre, Math Instructor.

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

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

No report was given.

REPORT FROM FACULTY SENATE:

Larry Pander, Fire Science Instructor/Faculty Senate Representative, reported that all faculty have returned campus and that preparations for the new year are underway. The first faculty senate meeting will be held Friday, August 11.

CONSENT AGENDA:

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

Chair Crist then asked for a motion approving consent agenda items II A-E.

Motion:

Douglass moved, seconded by Crist to approve consent agenda items, II A-E as presented.

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

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (July 11, 2017)
(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 \$50,000 as presented
D-1 Website Manages Services Agreement, Five Year Agreement
Vendor: OmniUpdate
For: Website Development and ongoing training for college staff
Amount: \$32,500 Year 1
\$12,000 Annualy Year 2-5

(Supporting documents filed with official minutes)

(E) APPROVED BEVERAGE PROPOSAL, as presented
(Supporting documents filed with official minutes)

MONITORING REPORTS and ENDS REPORTS:

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

- Annual, Executive Limitations, Treatment of People #1, #2, #3, #4.

Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

- Monitoring Report – Annual, Mission
- Annual, Budgeting/Financial Planning/Forecasting
- Annual, Financial Condition

No change indicated.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Chair Martinez reported the following:

- Approval of Star Bond is moving forward
- Several new retailers are interested in coming to Garden City
- FCEDC is investigating opportunities for the Garden City Plaza Shopping Center
- Work continues on new projects for the downtown area
- A recent visit to Fort Riley to share opportunities at Garden City for service members exiting service members was successful.
- FCEDC is working on a formal alliance for workforce development with GCCC

REPORT FROM KACCT/COP:

Trustee Neufeld reported the following:

- Little news to report
- Trustee Neufeld will be in Topeka on Thursday
- Potential issues with Higher Learning Commission is a state wide concern

At this time Dr. Swender distributed to Trustees a draft of the GCCC goals and strategies for 2017-2018. Trustees will review and discussion/revision and adoption will take place at the September 12 Board of Trustee meeting.

OWNERSHIP LINKAGE:

No report was given.

EXECUTIVE SESSION:

No executive session held.

Meeting adjourned 6:45 p.m.

Trustees toured projects on campus including Resident Life parking lot south of Beth Tedrow Student Center, Conestoga Arena in Dennis Perryman Athletic Complex, Broncbuster Suites, Band building under renovation, and storage building adjacent to Broncbuster Multi Sports Complex.

UPCOMING CALENDAR EVENTS:

September 14	Endowment Scholarship Celebration, 5:30 p.m., Endowment Room, Beth Tedrow Student Center
September 16	Broncbuster Football, 7:00 p.m., at GCCC vs Hutchinson
September 25-28	ACCT Leadership Conference, Las Vegas NV, Trustee Martinez and Wasinger attending
September 30	Broncbuster Football, 7:00 p.m., at GCCC vs Butler Community College
October 12	Monthly meeting of GCCC Board of Trustees, 6:00 p.m., Endowment Room, Beth Tedrow Student Center

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Steve Martinez
Chair of the Board

Agenda No: III-B

Date: September 12, 2017

**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:



September 12, 2017

To: Board of Trustees
From: Alexis Saenz, Human Resources Assistant

New Hires

Ryan Wilkinson, 2nd Assistant Baseball Coach, effective, August 18, 2017
Kevin Schlegel, Assistant Athletic Director, effective, August 18, 2017
Jacquelyn Messinger, Dean of Institutional Effectiveness, Planning, and Research, effective, August 21, 2017.
Tomas Nevarez, Ammonia & Refrigeration Instructor, effective, August 28, 2017
Emily Clouse, Director of Human Resources, effective, September 1, 2017

Diversity Recruitment Opportunity

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

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 9/05/2017)

INSTRUCTOR	CLASS	AMOUNT
ADJUNCT CONTRACTS		
Blackburn, Wayne 5/01/2017 - 5/5/2017 Team Teach w/D.Babcock	Industrial NH3 Technician I INPR-213-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$433.33 12-00-0000-12270-5260	\$ 1,300.00
Blackburn, Wayne 8/14/2017 - 08/18/2017 Team Teach w/D.Babcock	Industrial NH3 Ref. Op II INPR-212-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$433.33 12-00-0000-12270-5260	\$ 1,300.00
Blackburn, Wayne 8/21/2017 - 8/25/2017 Team Teach w/D.Babcock	Advanced Refresher/RETA Prep INPR-218-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$433.33 12-00-0000-12270-5260	\$ 1,300.00
Horton, Thomas 8/15/2017 - 10/6/2017	College Success PCDE-101-90 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 11-00-0000-11083-5260	\$ 500.00
Wenzel, Leslie 8/15/2017 - 10/6/2017	Intermediate Algebra MATH-107-41 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 11-00-0000-11050-5260	\$ 1,500.00
TOTAL ADJUNCT CONTRACTS		\$ 5,900.00
ONLINE ADJUNCT FACULTY CONTRACTS		
Heaton, Tyrell 8/15/2017 - 10/06/2017	World Geography GEOG-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 11-00-0000-11060-5260	\$ 1,800.00
TOTAL ONLINE ADJUNCT FACULTY CONTRACTS		\$ 1,800.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 9/05/2017)

FACULTY CONTRACTS FOR NON-CREDIT CLASSES

Douglass, Lucille 8/26/2017	Kansas Conceal and Carry CRMJ-300-01 Legal Instructor NON-CREDIT - 3 contact hours @ \$30.00 14-00-8033-31000-5270	\$ 90.00
Hornbeck, Debra 8/5/2017	Challenge Course-ROPES NON-CREDIT - 4 contact hours @ \$12.50 14-00-8033-31000-5270	\$ 50.00
Lappin, Jerry 8/26/2017	Kansas Conceal and Carry CRMJ-300-01 Range Asst. NON-CREDIT - 4contact hours @ \$30.00 14-00-8033-31000-5270	\$ 120.00
Pardo, Carlos 8/26/2017	Kansas Conceal and Carry CRMJ-300-01 Lead Range Asst. NON-CREDIT - 4contact hours @ \$30.00 14-00-8033-31000-5270	\$ 120.00
Prewitt, Robert 8/26/2017	Kansas Conceal and Carry CRMJ-300-01 Lead Instructor NON-CREDIT - 10 contact hours @ \$30.00 14-00-8033-31000-5270	\$ 300.00
<u>TOTAL CONTRACTS FOR NON-CREDIT CLASSES</u>		<u>\$ 680.00</u>

Agenda No: III-C

Date: September 12

Topic: Financial Information

Presenter: Dr. Herbert J. Swender

Background Information:

Presentation of monthly financial documents:

- Checks over \$50,000
- 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 \$50,000

September 2017

Purchases over \$50,000 requiring bid sheets

- Check #257638 to JAG Construction, Inc. for \$248,983.75 for partial payment on the replacement of the dorm parking lot. The board previously approved this project.
- Check #257842 to Leeder Furniture, Inc., for \$54,869.21 for furniture for student housing. The Board approved this purchase at the April 2017 board meeting.

Payments over \$50,000 not requiring bid sheets

- Check #257620 to City of Garden City for \$72,176.65 for monthly utilities.
- Check #257624 to Commerce Bank for \$67,253.54 for various purchase card purchases.
- Check #257712 to Great Western Dining for \$87,761.67 for various invoices.
- Check #257788 to Blue Cross and Blue Shield of Kansas for \$91,552.67 for September health insurance premiums for employees.
- Check #257889 to Great Western Dining for \$73,804.83 for various invoices.

Fiscal Year: 2018

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	1,063,629.00-	1,068,254.00-	2,450,000.00-	1,381,746.00-	56.40
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	193,856.00-	254,656.00-	350,000.00-	95,344.00-	27.24
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	45,003.00-	62,914.00-	156,676.00-	93,762.00-	59.84
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	238,500.43-	248,532.15-	480,000.00-	231,467.85-	48.22
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	920.52	985.87	50,000.00	49,014.13	98.03
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	50,666.00-	54,050.00-	125,000.00-	70,950.00-	56.76
11-00-0000-00000-4014 TUITION BORDER STA	0.00	121,749.00-	128,565.00-	250,000.00-	121,435.00-	48.57
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	85,230.00-	86,295.00-	195,000.00-	108,705.00-	55.75
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	3,300.00-	4,050.00-	15,000.00-	10,950.00-	73.00
11-00-0000-00000-4000 BUILDING/ROOM RENT	0.00	3,750.00-	5,560.00-	17,500.00-	11,940.00-	68.23
11-00-0000-00000-4512 VENDING MACHINES :	0.00	243.98-	376.14-	6,000.00-	5,623.86-	93.73
11-00-0000-00000-4601 STATE OPERATING GR	0.00	811,861.00-	811,861.00-	1,623,721.00-	811,860.00-	50.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	0.00	9,452,140.00-	9,452,140.00-	100.00
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	0.00	729,883.00-	729,883.00-	100.00
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	0.00	8,138.00-	8,138.00-	100.00
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	0.00	136,633.00-	136,633.00-	100.00
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	144,286.00-	144,286.00-	100.00
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	0.00	12,000.00-	12,000.00-	100.00
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	0.00	16,000.00-	16,000.00-	100.00
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	0.00	85,000.00-	85,000.00-	100.00
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	0.00	3,500.00-	3,500.00-	100.00
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	0.00	150,000.00	150,000.00	100.00
11-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	0.00	150,000.00	150,000.00	100.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	27,326.06-	31,331.39-	50,000.00-	18,668.61-	37.34
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	1,680.00-	3,528.00-	45,000.00-	41,472.00-	92.16
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	22,690.00-	22,690.00-	125,000.00-	102,310.00-	81.85
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	1,530.28-	1,952.99-	100,000.00-	98,047.01-	98.05
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	1,123.99-	2,103.87-	15,000.00-	12,931.13-	86.21
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,241,878.00	1,241,878.00	100.00
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Totals for FUND: 11 - GENERAL	35.00	2,671,218.22-	2,785,733.67-	14,999,599.00-	12,213,900.33-	81.43
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12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	29,927.00-	59,488.00-	225,000.00-	165,512.00-	73.56
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	133,120.00-	133,120.00-	263,324.00-	130,204.00-	49.45
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	12,960.00-	12,960.00-	30,000.00-	17,040.00-	56.80
12-00-0000-00000-4601 STATE OPERATING GR	0.00	486,207.00-	486,207.00-	972,414.00-	486,207.00-	50.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	0.00	80,000.00-	80,000.00-	100.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,241,878.00-	1,241,878.00-	100.00
=====						
Totals for FUND: 12 - PTE FUND	0.00	662,214.00-	691,775.00-	2,812,616.00-	2,120,841.00-	75.40

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	0.00	477,343.00-	477,343.00-	100.00
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	0.00	31,173.00-	31,173.00-	100.00
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	0.00	412.00-	412.00-	100.00
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	0.00	6,912.00-	6,912.00-	100.00
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	7,299.00-	7,299.00-	100.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	0.00	750.00-	750.00-	100.00
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	0.00	5,000.00-	5,000.00-	100.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	0.00	15,000.00	15,000.00	100.00
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	236,111.00-	236,111.00-	100.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	0.00	750,000.00-	750,000.00-	100.00
=====						
Totals for BUDGET.OFFICER: Unassigned	35.00	3,333,432.22-	3,477,508.67-	18,562,215.00-	15,084,741.33-	81.27

Fiscal Year: 2018

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	19,676.51	19,676.51	209,320.00	189,643.49	90.60
DEPARTMENT: 11020 - HUMANITIES	0.00	5,273.85	5,273.85	1,650.00	3,623.85	219.62
DEPARTMENT: 11021 - ENGLISH	0.00	27,324.29	26,247.79	342,565.00	316,317.21	92.34
DEPARTMENT: 11022 - SPEECH	0.00	9,109.40	9,109.40	69,531.00	60,421.60	86.90
DEPARTMENT: 11025 - JOURNALISM	0.00	4,189.07	8,288.46	51,990.00	43,701.54	84.06
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 11030 - ART	933.38	14,971.07	13,566.55	140,683.00	126,183.07	89.69
DEPARTMENT: 11031 - DRAMA	0.00	5,578.45	5,578.45	79,633.00	74,054.55	92.99
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	6,960.42	6,960.42	84,860.00	77,899.58	91.80
DEPARTMENT: 11033 - INST MUSIC	893.05	11,469.90	15,407.45	98,249.00	81,948.50	83.41
DEPARTMENT: 11040 - SCIENCE	1,621.60	41,845.39	40,192.39	331,311.00	292,740.21	88.36
DEPARTMENT: 11050 - MATH	0.00	34,818.59	32,665.59	275,490.00	242,824.41	88.14
DEPARTMENT: 11060 - SOCIAL SCIENCE	277.25	39,488.68	37,373.23	379,168.00	342,072.02	90.22
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	13,405.05	17,802.37	56,402.00	38,599.63	68.44
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	6,124.72	11,798.14	78,710.00	66,911.86	85.01
DEPARTMENT: 11081 - READING	0.00	5,054.91	5,054.91	59,536.00	54,481.09	91.51
DEPARTMENT: 11082 - ESL	0.00	5,922.89	5,922.89	72,280.00	66,357.11	91.81
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	11,588.46	11,588.46	20,000.00	8,411.54	42.06
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	0.00	5,000.00	5,000.00	100.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	15,884.98	15,274.29	181,309.74	413,430.00	216,235.28	52.30
DEPARTMENT: 41000 - LIBRARY	1,544.81	17,466.50	28,437.66	184,472.00	154,489.53	83.75
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	8,063.44	11,393.63	87,116.00	75,722.37	86.92
DEPARTMENT: 42000 - DEAN OF LEARNING S	3,990.00	15,905.35	17,333.73	532,970.00	519,626.27	97.50
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	10,376.26	19,681.10	231,074.00	211,392.90	91.48
DEPARTMENT: 42002 - OUTREACH	0.00	1,660.11	3,309.46	86,193.00	82,883.54	96.16
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	9,060.00	7,964.48	13,244.26	65,581.00	43,276.74	65.99
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	5,796.63	11,500.84	69,675.00	58,174.16	83.49
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	27,828.20	49,265.29	303,277.00	254,011.71	83.76
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	0.00	13,225.00	13,225.00	100.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	13,504.87	26,107.29	162,201.00	136,093.71	83.90
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	5,351.51	8,366.68	53,570.00	45,203.32	84.38
DEPARTMENT: 50020 - FINANCIAL AID OFFI	50.00	23,407.89	36,294.37	348,266.00	312,021.63	89.59
DEPARTMENT: 50030 - ADMISSIONS	255.90	12,652.99	23,923.41	153,974.00	129,794.69	84.30
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	13,342.35	25,838.42	168,536.00	142,697.58	84.67
DEPARTMENT: 50050 - STUDENT HEALTH SER	587.66	93.19	93.19	3,268.00	2,587.15	79.17
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	950.67	36,022.90	274,678.42	740,894.00	467,166.25	63.05
DEPARTMENT: 55001 - MEN'S BASKETBALL	9,183.59	11,524.04	21,730.59	146,824.00	115,909.82	78.94
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	17,311.06	27,707.15	141,483.00	113,775.85	80.42
DEPARTMENT: 55003 - MEN'S TRACK	206.04	5,732.98	10,205.37	73,475.00	63,063.59	85.83
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	5,394.00	9,674.95	71,995.00	62,320.05	86.56
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	2,511.78	11,978.52	17,311.41	122,190.00	107,390.37	87.89
DEPARTMENT: 55006 - FOOTBALL	5,515.17	65,233.15	107,889.58	495,219.00	381,814.25	77.10
DEPARTMENT: 55007 - BASEBALL	9,312.50	14,057.61	24,687.37	154,447.00	120,447.13	77.99
DEPARTMENT: 55008 - VOLLEYBALL	1,302.77	14,195.02	22,758.33	107,946.00	86,490.44	80.12

DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	5,949.64	10,724.85	64,113.00	53,388.15	83.27
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	5,889.60	11,040.78	64,113.00	53,072.22	82.78
DEPARTMENT: 55012 - CHEERLEADING	2,119.50-	9,169.63	13,321.19	65,116.00	53,914.31	82.80
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,331.90	6,394.68	42,050.00	35,655.32	84.79
DEPARTMENT: 55014 - RODEO TEAM	5,188.00	12,545.54	21,269.21	163,626.00	137,168.79	83.83
DEPARTMENT: 55015 - MEN'S GOLF	1,036.00	6,668.24	7,565.15	39,765.00	31,163.85	78.37
DEPARTMENT: 55019 - ATHLETIC TRAINING	3,687.08	25,321.58	37,503.00	133,115.00	91,924.92	69.06
DEPARTMENT: 55020 - PEP BAND	397.82	4,055.84	7,910.73	58,837.00	50,528.45	85.88
DEPARTMENT: 61000 - PRESIDENT	127.65	39,493.78	101,075.16	570,511.00	469,308.19	82.26
DEPARTMENT: 61001 - BOARD OF TRUSTEES	327.00	996.09	1,513.49	24,840.00	22,999.51	92.59
DEPARTMENT: 61005 - ATTORNEY	0.00	357.50	357.50	25,000.00	24,642.50	98.57
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	327.00	59,156.29	129,989.27	1,339,102.00	1,208,785.73	90.27
DEPARTMENT: 62010 - HUMAN RESOURCES	506.02-	7,385.88	10,005.27	156,002.00	146,502.75	93.91
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,659.60	9,229.50	69,932.00	60,702.50	86.80
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	99,927.04-	235,706.00	335,633.04	142.39
DEPARTMENT: 63000 - MARKETING/PR	15,150.00	19,166.48	27,978.01	159,660.00	116,531.99	72.99
DEPARTMENT: 64000 - INFORMATION TECHNO	13,515.16	127,997.25	310,746.80	580,599.00	256,337.04	44.15
DEPARTMENT: 65000 - CENTRAL SERVICES	1,753.79	7,783.19	18,754.28	139,265.00	118,756.93	85.27
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	6,021.68	6,021.68	189,792.00	183,770.32	96.83
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	556.70	10,706.60	18,956.62	152,563.00	133,049.68	87.21
DEPARTMENT: 71000 - BUILDINGS	7,324.77	35,262.41	6,047.76	418,524.00	405,151.47	96.80
DEPARTMENT: 72000 - CUSTODIAL SERVICES	15,651.40	46,126.36	84,921.61	583,323.00	482,749.99	82.76
DEPARTMENT: 73000 - GROUNDS	466.71-	23,968.98	33,877.26	318,422.00	285,011.45	89.51
DEPARTMENT: 73001 - ATHLETIC FIELDS	2,441.94	6,772.35	6,772.35	35,000.00	25,785.71	73.67
DEPARTMENT: 74000 - VEHICLES	34,047.78-	27,412.89	20,863.72	388,399.00	401,583.06	103.39
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	13,874.65	23,531.04	203,608.00	180,076.96	88.44
DEPARTMENT: 76000 - INSURANCE	0.00	127,935.44	187,883.47	283,514.00	95,630.53	33.73
DEPARTMENT: 77000 - UTILITIES	58,741.78-	77,644.85	91,280.35	850,000.00	817,461.43	96.17
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	70,953.17-	71,853.92-	62,000.00	133,853.92	215.89
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	793.00	679.00	5,000.00	4,321.00	86.42
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	0.00	684.00	30,000.00	29,316.00	97.72
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	450.00-	11,000.00	11,450.00	104.09
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	0.00	0.00	169,613.00	169,613.00	100.00
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	0.00	55,194.00	55,194.00	100.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	0.00	0.00	24,116.00	24,116.00	100.00

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FUND: 11 - GENERAL	14,275.53	1,268,433.06	2,279,915.87	14,999,599.00	12,705,407.60	84.70

Fiscal Year: 2018

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	4,767.57	4,767.57	58,631.00	53,863.43	91.87
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	0.00	250.00	250.00	100.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	5,427.03	5,427.03	64,025.00	58,597.97	91.52
DEPARTMENT: 12200 - ADN PROGRAM	3,219.00	17,334.61	27,861.58	282,146.00	251,065.42	88.98
DEPARTMENT: 12201 - LPN PROGRAM	1,407.00-	22,240.07	26,468.81	289,169.00	264,107.19	91.33
DEPARTMENT: 12202 - EMT	2,000.88-	18,674.25	15,221.88	184,145.28	170,924.28	92.82
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	11,050.00	14,961.29	136,646.00	121,684.71	89.05
DEPARTMENT: 12210 - AGRICULTURE	552.76-	5,977.82	4,243.85	59,798.00	56,106.91	93.83
DEPARTMENT: 12211 - ANIMAL SCIENCE	83.96	5,827.55	5,827.55	104,218.00	98,306.49	94.33
DEPARTMENT: 12220 - JOHN DEERE AG TECH	634.36	14,852.50	13,866.30	163,588.00	149,087.34	91.14
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	1,300.00	4,657.20	4,657.20	74,119.00	68,161.80	91.96
DEPARTMENT: 12240 - CRIMINAL JUSTICE	401.76-	5,776.89	1,133.35	87,458.00	86,726.41	99.16
DEPARTMENT: 12241 - FIRE SCIENCE	292.88-	6,375.16	5,935.62	75,400.00	69,757.26	92.52
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,266.92	10,266.92	123,343.00	113,076.08	91.68
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	3,615.49	25,237.23	28,226.20	290,678.00	258,836.31	89.05
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	0.00	1,743.00	1,743.00	100.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	3,080.75	3,080.75	56,148.00	53,067.25	94.51
DEPARTMENT: 12273 - WELDING	1,373.12	22,543.73	22,040.77	208,330.00	184,916.11	88.76
DEPARTMENT: 42005 - DEAN OF TECHNICAL	1,380.54	20,623.19	32,643.16	531,580.72	497,557.02	93.60
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	20,000.00	20,000.00	100.00
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FUND: 12 - PTE FUND	6,951.19	204,712.47	226,629.83	2,812,616.00	2,579,034.98	91.70

Fiscal Year: 2018

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	40,139.01-	21,750.00	61,889.01	284.55
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	30.00	30.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	877.71-	877.71	0.00	0.00	877.71	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	320.30	320.30	650.00	329.70	50.72
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	5,000.00	5,000.00	100.00
DEPARTMENT: 55001 - MEN'S BASKETBALL	100.00	0.00	0.00	153.71	53.71	34.94
DEPARTMENT: 55008 - VOLLEYBALL	470.50-	2,239.18	2,136.68	3,027.76	1,361.58	44.97
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	0.00	13,875.27	13,875.27	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	0.00	14,951.84	14,951.84	100.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	0.00	5,979.02	5,979.02	100.00
DEPARTMENT: 55003 - MEN'S TRACK	324.50-	324.50	0.00	788.98	1,113.48	141.13
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FUND: 14 - ADULT SUPPLEMENTARY ED	1,572.71-	3,761.69	37,682.03-	66,206.58	105,461.32	159.29

Fiscal Year: 2018

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	345.93-	1,812.35	1,812.35	14,000.00	12,533.58	89.53
DEPARTMENT: 94000 - STUDENT CENTER	236.70-	1,052.73	314.37	256,415.00	256,337.33	99.97
DEPARTMENT: 95000 - STUDENT HOUSING	115,595.41-	340,916.86	238,207.71	2,637,085.00	2,514,472.70	95.35
DEPARTMENT: 98000 - COSMETOLOGY	19,384.97	2,508.07	2,508.07	132,080.00	110,186.96	83.42
DEPARTMENT: 97000 - BOOKSTORE	18,690.35	99,403.03	168,036.53	999,000.00	812,273.12	81.31
DEPARTMENT: 91000 - ARENA	95.96-	480.11	681.55	0.00	585.59-	0.00
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FUND: 16 - AUXILIARY ENTITIES	78,198.68-	446,173.15	411,560.58	4,038,580.00	3,705,218.10	91.75

Fiscal Year: 2018

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	4,000.00	4,000.00	100.00
DEPARTMENT: 12273 - WELDING	0.00	13,712.29	16,328.68	560,442.49	544,113.81	97.09
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	2,998.06	2,998.06	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	23.27	3,738.06	5,231.56	5,254.83	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	121.89	46.47	46.47	2,656.44	2,488.08	93.66
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	0.00	10,399.79	10,399.79	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	15,178.82	72,403.22	87,823.29	117,422.04	14,419.93	12.28
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	1,489.76	1,489.76	100.00
DEPARTMENT: 11040 - SCIENCE	0.00	5,005.74	5,005.74	52,444.52	47,438.78	90.46
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	4,117.04	2,805.96	2,805.96	69,256.09	62,333.09	90.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	5,791.34	11,582.68	77,027.00	65,444.32	84.96
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	9,831.12	11,523.09	113,122.00	101,598.91	89.81
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FUND: 22 - RESTRICTED GRANTS	19,441.02	113,334.20	140,347.47	1,016,513.02	856,724.53	84.28

Fiscal Year: 2018

FUND: 23 - OTHER RESTRICTED FUNDS

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

Fiscal Year: 2018

GL Account	FUND: 24 - ADULT EDUCATION					
	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	137.82	267.22	401.00	133.78	33.36
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	111.00-	1,217.90	1,328.90	109.11
DEPARTMENT: 13301 - ADULT ED - INSTRUC	8,017.81-	13,359.50	8,645.67	176,045.93	175,418.07	99.64
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	36.75	36.75	10,177.77	10,141.02	99.64
DEPARTMENT: 13301 - ADULT ED - INSTRUC	8,035.08-	13,332.62	16,148.77	188,000.00	179,886.31	95.68
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	437.45	437.45	9,400.00	8,962.55	95.35
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	8,548.57	14,226.38	112,110.00	97,883.62	87.31
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	37,500.00-	37,500.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	6,587.78	8,599.93	110,653.00	102,053.07	92.23
FUND: 24 - ADULT EDUCATION	16,052.89-	42,440.49	48,251.17	570,505.60	538,307.32	94.36

Fiscal Year: 2018

GL Account	FUND: 61 - CAPITAL OUTLAY					
	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	245,276.83-	137,812.08	163,415.27-	750,000.00	1,158,692.10	154.49
FUND: 61 - CAPITAL OUTLAY	245,276.83-	137,812.08	163,415.27-	750,000.00	1,158,692.10	154.49

Fiscal Year: 2018

GL Account	FUND: 71 - ACTIVITY/ORGANIZATION FD					
	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	5,550.57-	55,906.63	62,357.08	392,187.50	335,380.99	85.52
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	136.80	136.80	500.00	363.20	72.64
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55006 - FOOTBALL	0.00	2,500.00	2,500.00	2,500.00	0.00	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	500.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	4,990.49	9,891.29	60,000.00	50,108.71	83.51
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	130.52	130.52	33,700.00	33,569.48	99.61
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	150.00	150.00	20,151.29	20,001.29	99.26
FUND: 71 - ACTIVITY/ORGANIZATION FD	5,550.57-	64,314.44	75,665.69	515,038.79	444,923.67	86.39

Garden City Community College
8/31/2017

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 229,179.36	0.0000%
State Municipal Invest. Pool	\$ 623,332.21	0.7500%
FNB of Garden City - Money Market	\$ 102.23	0.0000%
FNB of Garden City - Insured Cash Sweep	\$ 1,020,048.45	0.7500%
Commerce Bank - Money Market	\$ 19,491.66	0.0800%
Landmark National Bank	\$ 3,651,790.86	1.1700%
	<u>\$ 5,543,944.77</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
American St Bank	CD	\$ 1,000,000.00	0.9600%	5/9/2017	11/9/2017
Western State Bank	CD	\$ 1,000,000.00	1.0000%	5/9/2017	11/9/2017
Western State Bank	CD	\$ 1,000,000.00	0.9000%	2/10/2017	2/9/2018
		<u>\$ 3,000,000.00</u>			
 Total		 <u><u>\$ 8,543,944.77</u></u>			

Agenda No: II-D-1

Date: September 12, 2017

Topic: Storage Area Network (SAN) purchase

Presenter: Dr. Herbert J. Swender

Background Information:

The storage area network (SAN) which was purchased in 2011 has become outdated and obsolete. The equipment is at end-of-life and has recently experienced several hard drive failures. The SAN serves as the repository for electronic data as well as the virtualization of physical servers. Infrastructure upgrades such as the SAN were identified during the planning process as a priority by the college Strategic Planning Council. Funding for the equipment was included in the FY18 working budget.

An RFP was distributed to multiple vendors and one proposal received. The cost of the proposal exceeded the project budget. Upon discussion with multiple vendors, the college received several proposals for replacement hardware. After much discussion, the college contracted with Alexander Open Systems (AOS) to perform an assessment of the college data center. Based on the analysis and discussion with multiple individuals on campus, a system was designed to meet current and future campus requirements. The equipment proposed by AOS is part of the state contract, therefore, comparative bids were not required.

Budget Information:

FY18 General Fund
Hardware - \$137,480.29
Installation – \$12,000 – estimate

Recommended Board Action:

Authorize administration to enter into an agreement with AOS for the purchase of hardware and installation of the SAN at a cost not to exceed \$150,000.

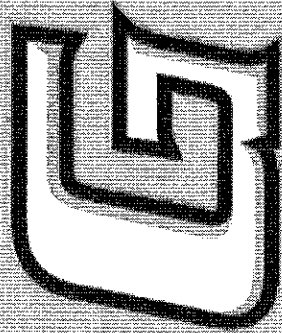
Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:

GARDEN CITY COMMUNITY COLLEGE

SAN/Server/Virtualization Cost Savings
Server: WQ011231
SAN: WQ011222
Virtualization: WQ010862

Dell/EMC
Cisco
VMware



AOS
Exceeding Best

Kansas Department of Administration
Contract Award #s

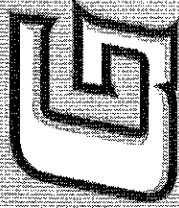


Cisco Products & Services - #10330AA

Storage Area Networks (SAN) - #10932AG

Services, Cloud Messaging and Collaboration - #00000000000000000039713

IT Security Products & Services - #00000000000000000038294



AOS Government Agencies – Rate Sheet

GCCC = Gold Tier

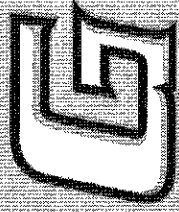
AOS
Expect the Best!

AOS Rate Sheet

Skill Level	Hourly Rate			
	Standard	Specialized	Advanced	Subcontractor
Microcomputer Support	\$110	\$94	\$86	\$68
Computer Operator	\$105	\$90	\$82	\$64
Programmer	\$165	\$140	\$128	\$100
Systems Engineer	\$185	\$158	\$146	\$114
Net Systems Engineer	\$245	\$208	\$192	\$148
System Administrator	\$255	\$216	\$200	\$156
Network Administrator	\$265	\$224	\$208	\$164
Systems Engineer	\$315	\$266	\$246	\$192
Systems Engineer	\$325	\$274	\$254	\$200

- All State of Kansas agencies and Political Subdivisions pricing will start at the "Gold Tier" rates
- The State of Kansas-OITS (Office of Technology Services) will be charged at \$185 per hour for any non-premium time (premium time is defined as after-hours, weekend, or Holiday basis) Systems Consultant support work through the end of 2017. This rate will be reviewed at the end of 2017 and any adjustments will be presented to the State of Kansas.

SAN – Dell/EMC
 Server – Cisco
 Virtualization – VMware



Cost Savings Breakdowns

Device	List Pricing	State Contract Pricing	GCCC Pricing	Savings Below State Contract Pricing	Savings Per Device
Dell/EMC Unity	\$139,676.56	\$69,838.28	\$63,218.34	\$6,619.94	\$76,458.22
UCS Chassis	\$142,081.00	\$71,040.50	\$55,259.78	\$15,780.72	\$86,821.22
Academic VMware	\$18,508.00	Software	\$18,508.00	Software	Software
Total Savings Below State Contract				\$22,400.66	Total Savings \$163,279.44

AOS
 Expect the Best!

Alexander Open Systems, Inc.

QUOTATION

Wichita

Epic Center
 301 N. Main #1850
 Wichita, KS 67202
 Phone: 316-269-1400
 Fax: 316-269-1403

Quote No.: WQ011231
 Customer ID: GARDE-001
 Date: 9/5/2017
 Sales Rep: DANNYS2
 Designer: MIKEMCE

Please visit www.aos5.com for a complete listing of all service areas

QUOTE TO:	SHIP TO:
ACCOUNTS PAYABLE GARDEN CITY COMMUNITY COLLEGE 801 CAMPUS DR GARDEN CITY, KS 67846 Phone: (620) 276-7611 Fax:	GARDEN CITY COMMUNITY COLLEGE 801 CAMPUS DR GARDEN CITY, KS 67846

MATERIALS ONLY

Furnish products and coordinate warranties and service agreements as specified.

KS STATE CONTRACT NO. 10330

PR NO. 014436

*Agencies may not use credit cards for purchases from this contract.

Cisco Ship Date(s) as of 09/05/2017 is 20 days.

Thank you for the opportunity to be of service.

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.00	UCS SP Select 5108 AC2 Chassis w/FI6324	11,800.00	11,800.00
1.00	3YR SMARTNET 24X7X4 UCS SP Select 5108 AC2 Chassis w/FI6324	548.10	548.10
1.00	UCS 5108 Blade Chassis FW Package 3.1	0.00	0.00
4.00	Cabinet Jumper Power Cord 250 VAC 16A C20-C19 Connectors	0.00	0.00
4.00	2500W Platinum AC Hot Plug Power Supply - DV	0.00	0.00
8.00	Fan module for UCS 5108	0.00	0.00
1.00	Single phase AC power module for UCS 5108	0.00	0.00
1.00	UCS 5108 Packaging for chassis with half width blades.	0.00	0.00
1.00	Accessory kit for UCS 5108 Blade Server Chassis	0.00	0.00
8.00	Blade slot blanking panel for UCS 5108/single slot	0.00	0.00
2.00	UCS 6324 In-Chassis FI with 4 UP 1x40G Exp Port 16 10Gb	0.00	0.00
2.00	3YR SNTC 24X7X4 UCS 6324 In-Chassis	753.90	1,507.80
2.00	UCS Manager v3.1	0.00	0.00
			\$13,855.90
4.00	UCS SP Select B200M4 Adv2 w/2xE52680v48x32GBVIC1340	0.00	0.00
4.00	B200M4 Adv2 w/2xE52680v48x32GBVIC1340	13,100.00	52,400.00
4.00	3YR SNTC 24X7X4 (Not sold standalone) B200M4 Adv2 w/2xE52680	774.90	3,099.60
8.00	2.40 GHz E5-2680 v4/120W 14C/35MB Cache/DDR4 2400MHz	0.00	0.00
32.00	32GB DDR4-2400-MHz RDIMM/PC4-19200/dual rank/x4/1.2v	0.00	0.00
8.00	32GB SD Card for UCS servers	81.00	648.00
4.00	Cisco UCS VIC 1340 modular LOM for blade servers	0.00	0.00
8.00	FlexStorage blanking panels w/o controller w/o drive bays	0.00	0.00
4.00	Cisco M4 - v4 CPU asset tab ID label (Auto-Expand)	0.00	0.00
4.00	CPU Heat Sink for UCS B200 M4/B420 M4 (Front)	0.00	0.00
4.00	CPU Heat Sink for UCS B200 M4/B420 M4 (Rear)	0.00	0.00
			\$56,147.60
4.00	10GBASE-SR SFP Module	584.07	2,336.28

Alexander Open Systems, Inc.

QUOTATION

Wichita
 Epic Center
 301 N. Main #1850
 Wichita, KS 67202
 Phone: 316-269-1400
 Fax: 316-269-1403

Quote No.: WQ011231
 Customer ID: GARDE-001
 Date: 9/5/2017
 Sales Rep: DANNYS2
 Designer: MIKEMCE

Please visit www.aos5.com for a complete listing of all service areas

			<u>\$2,336.28</u>
4.00	8 Gbps Fibre Channel SW SFP+ LC Spare	130.00	520.00
			<u>\$520.00</u>
-1.00	AOS Executive Discount	17,600.00	-17,600.00
			<u>-\$17,600.00</u>
		Merchandise Total	\$55,259.78
		Shipping	\$250.52
		Document Total	<u>\$55,510.30</u>

Above quoted pricing is valid until 10/4/2017 .

Quoted pricing does not include sales tax. Sales tax, if applicable, will be charged on final invoice. All taxable items will be charged appropriate tax rates based on end users jurisdiction. If customer is tax exempt, a valid tax exemption permit must be on file with AOS at the time of billing.

Total solution financing is available. Ask your account manager how you can avoid upfront cost and pay for your solution over time.*

**Restrictions apply. Subject to credit approval and documentation.*

Customer signature constitutes agreement with all AOS Terms and Conditions, which may be found at <http://www.aos5.com/terms> in addition to any addendums shown on this quote.

Customer Signature _____

Date _____

Alexander Open Systems, Inc.

QUOTATION

Wichita
 Epic Center
 301 N. Main #1850
 Wichita, KS 67202
 Phone: 316-269-1400
 Fax: 316-269-1403

Quote No.: WQ010862
 Customer ID: GARDE-001
 Date: 9/1/2017
 Sales Rep: DANNYS2
 Designer: MIKEMCE

Please visit www.aos5.com for a complete listing of all service areas

QUOTE TO:	SHIP TO:
ACCOUNTS PAYABLE GARDEN CITY COMMUNITY COLLEGE 801 CAMPUS DR GARDEN CITY, KS 67846 Phone: (620) 276-7611 Fax:	GARDEN CITY COMMUNITY COLLEGE 801 CAMPUS DR GARDEN CITY, KS 67846

QUOTATION

Thank you for the opportunity to be of service

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
4.00	Academic VMware vSphere 6 Enterprise Plus (1 Proc)	2,097.00	8,388.00
4.00	Basic Support Academic vSphere 6 Enterprise Plus 1 Proc 1YR	440.00	1,760.00
			\$10,148.00
4.00	Academic Upg: VMwr vSphr 6 Std to vSphr 6 Ent + 1 Proc	1,650.00	6,600.00
4.00	Basic Support Academic vSphere 6 Enterprise Plus 1 Proc 1YR	440.00	1,760.00
			\$8,360.00
	Merchandise Total		\$18,508.00
	Shipping		\$0.00
	Document Total		\$18,508.00

Above quoted pricing is valid until 9/30/2017.
 Quoted pricing does not include sales tax. Sales tax, if applicable, will be charged on final invoice. All taxable items will be charged appropriate tax rates based on end users jurisdiction.
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Customer Signature _____

Date _____

Alexander Open Systems, Inc.

QUOTATION

Wichita
 Epic Center
 301 N. Main #1850
 Wichita, KS 67202
 Phone: 316-269-1400
 Fax: 316-269-1403

Quote No.: WQ011222
 Customer ID: GARDE-001
 Date: 9/1/2017
 Sales Rep: DANNYS2
 Designer: MIKEMCE

Please visit www.aos5.com for a complete listing of all service areas

QUOTE TO:	SHIP TO:
ACCOUNTS PAYABLE GARDEN CITY COMMUNITY COLLEGE 801 CAMPUS DR GARDEN CITY, KS 67846 Phone: (620) 276-7611 Fax:	GARDEN CITY COMMUNITY COLLEGE 801 CAMPUS DR GARDEN CITY, KS 67846

QUOTATION

Thank you for the opportunity to be of service

QUANTITY	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
Unity 350F HW & Support			
1.00	UNITY 25 DRIVE DPE AF FLD INSTALL KIT	0.00	0.00
1.00	UNITY 350F 2U DPE 25X2.5 DRIVE FLD RK	4,464.95	4,464.95
1.00	2 C13 CORDS NEMA 5-15 125V 10A - NON DPE	0.00	0.00
20.00	UNITY AFA 1.6TB SSD 25X2.5	2,136.30	42,726.00
1.00	UNITY 4X16GB SFP FC CONNECTION	0.00	0.00
8.00	5M MM FIBRE CABLE LC-LC	54.31	434.48
1.00	UNITY 2X2 PORT 10GB ISCSI/ETH OPT IO	1,104.36	1,104.36
1.00	PROSUPPORT W/MISSION CRITICAL-HARDWARE - 36 Months	14,488.55	14,488.55
			\$63,218.34
Unity 350F SW & Support			
1.00	UNITY 300F/350F BASE SOFTWARE+ D@RE=IC	0.00	0.00
1.00	PROSUPPORT W/MISSION CRITICAL-SOFTWARE - 36 Months	0.00	0.00
1.00	RECOVERPOINT FOR VM STARTER PACKS	0.00	0.00
1.00	RP4VM ESSENTIAL SW FOR UNITY=IB	0.00	0.00
1.00	PROSUPPORT W/MISSION CRITICAL-SOFTWARE - 36 Months	0.00	0.00
1.00	RP BASIC FOR UNITY 300/300F/350F =IC	0.00	0.00
1.00	PROSUPPORT W/MISSION CRITICAL-SOFTWARE - 36 Months	0.00	0.00
1.00	APPSYNC BASIC FOR UNITY 300F/350F =IC	0.00	0.00
1.00	APPSYNC BASIC FOR UNITY 300F/350F LIC=IC	0.00	0.00
1.00	PROSUPPORT W/MISSION CRITICAL-SOFTWARE - 36 Months	0.00	0.00
	Merchandise Total		\$63,218.34
	Shipping		\$243.66
	Document Total		\$63,461.99

Above quoted pricing is valid until 9/30/2017.

Quoted pricing does not include sales tax. Sales tax, if applicable, will be charged on final invoice. All taxable items will be charged appropriate tax rates based on end users jurisdiction.

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*Restrictions apply. Subject to credit approval and documentation.

Customer signature constitutes agreement with all AOS Terms and Conditions, which may be found at <http://www.aos5.com/terms> in addition to any addendums shown on this quote.

Customer Signature _____

Date _____

SEPTEMBER 2017 MONITORING REPORT

Workforce Development #1

Page 8

Workforce Development will be responsive to community economic development and employer needs.

CEO's Interpretation:

To address critical needs of local and regional workforce development, Garden City Community College provides training for both the non-credit and credit programs of the College. The College faculty and staff collaborate with local industry leaders via advisory committees, internships, partnerships, and close working relationships to determine the latest workforce needs. Course evaluations and student evaluations provide feedback as to the relevance of training and the enhancement of workplace skills and knowledge. College faculty and staff then conduct environmental scanning, workforce surveys, and on-site visits to continually assess the needs of business and industry and determine which programs and classes to offer in future semesters in order to meet both local and regional employer needs.

Data supporting GCCC involvement:

Garden City Community College Technical Education and Workforce Development, along with Continuing Education, continue to strive to meet the needs of area employers and regional economic development. One way in which the College meets this need is to create local advisory committees. All career and technical education programs are required to have an advisory committee that meets a minimum of once per semester. Over the recent past, the College has focused efforts to develop committees that are comprised of industry professionals and local leaders that can provide feedback on current trends and needs in the field. In the past year, all programs were able to hold at least one meeting, with most programs holding two meetings over the course of the academic year. Meeting this goal meant that the College's communication with the community was enhanced a great deal. These meetings not only increase the input from industry leaders, but it also opens avenues for students to entertain employment opportunities upon completion of their program.

As a whole, GCCC personnel continue to meet with businesses, industries, community members, and local school officials in order to provide the appropriate training and education to our region. Based upon the feedback from these conversations, the College took steps to enhance and improve its Automotive program by hiring an experienced full-time instructor who has led the program to increased enrollment in each of the past two semesters and strengthening its Industrial Maintenance program through a collaborative KanTRAIN grant. The College also took steps to improve the Allied Health program (CNA and CMA) by hiring a full-time instructor to teach these courses exclusively in order to meet the demands of the community and local high schools. The Paramedic Program hosted a LifeTeam Critical Care Flight School this summer in which professionals from across the region stayed on campus for three days while training on selected critical competencies and objectives. That program also has taken a leading role in developing a "new and alternative" instructional method for delivering education in the emergency medical services discipline.

Also in response to local feedback, the Nursing program (RN) expanded its enrollment to 40 students per class, up from 30, while the Criminal Justice offered two additional classes. Additionally, the College expanded its teachings in local high schools³⁰ as part of the SB 155 program which offers

tuition assistance to high schools students taking classes in technical education and workforce development. These classes include Medical Terminology and Certified Nurse's Aide.

One of the more important areas of new and recent development involves the allied health program and the paramedic/EMT programs. The College has entered into a verbal agreement with Washburn Technical College to partner with them in offering Paramedic training classes in Topeka. The partnership will expand the program by allowing the faculty to recruit students in the Topeka area. It also has the potential to enhance the program on the Garden City campus by bringing additional resources and personnel to the area that would not have been possible otherwise. The allied health program has expanded to offer online training to instructors across the state of Kansas in order to meet the requirements for KDADS (Kansas Department of Aging Services) to provide training for Nursing instructors who do not currently have the required teaching experience to become an instructor for KDADS. This certificate will be available to instructors across the state of Kansas on an ongoing basis.

In conjunction with the Department of Commerce, the College continues to participate in the Workforce AID training in the Garden City area. We have participated in OSHA training, fire safety training, SafeServ training, and other similar trainings for DFA plant in Garden City as well as on the GCCC campus. Additional training courses are planned for the future, in conjunction with DFA and others.

The College's Continuing Education (CE) department continues to adapt to the needs of the community. The GCCC has offered contract trainings for businesses in the area consisting of topics such as:

- Welding techniques
- Welding safety
- "Bring Your A Game"
- Forklift training

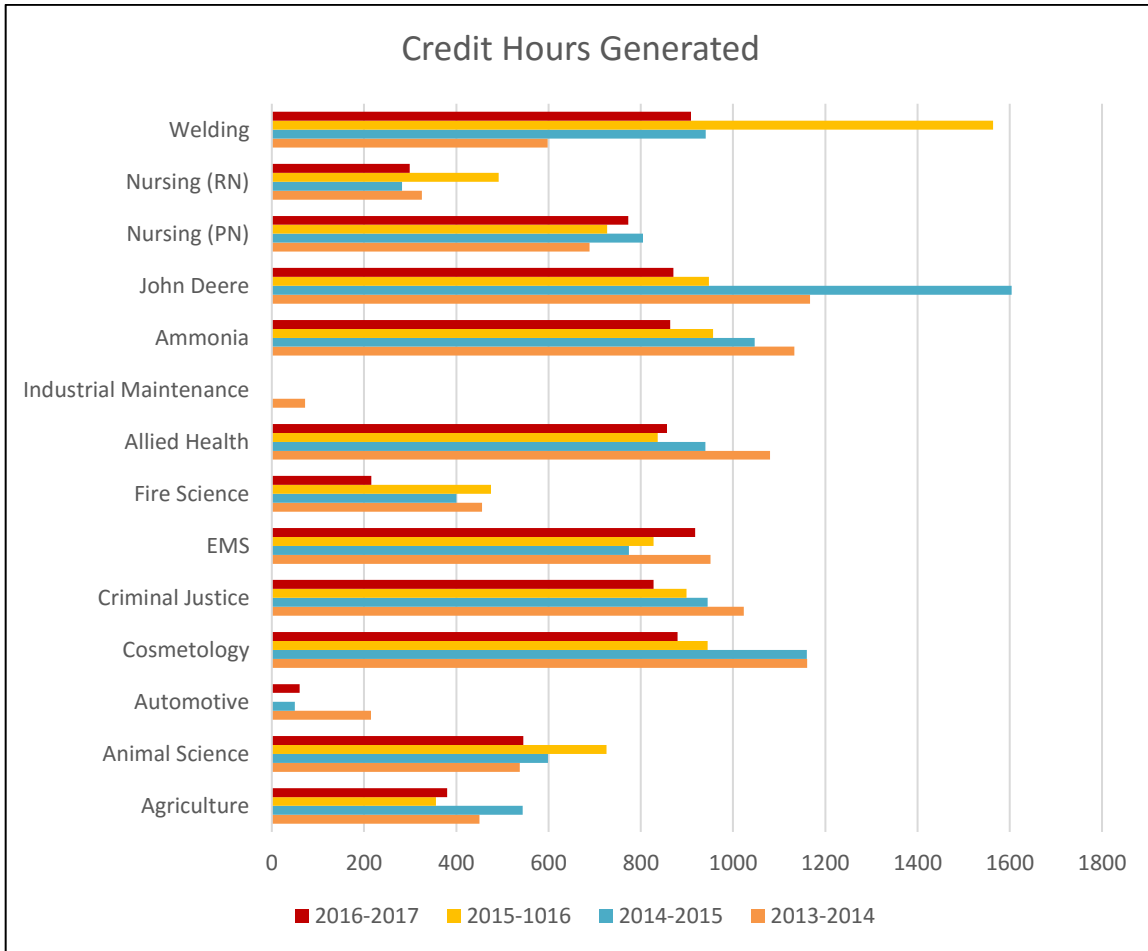
The division also continues to offer courses that are open enrollment allowing citizens to gain continuing education or personal enrichment. Some of those courses include:

- Woodworking
- Plumbing
- Insurance CEUs
- HVAC CEUs
- Electrical CEUs

The mission of GCCC remains the focus of the entire Career and Tech Ed Division which is being demonstrated by actively seeking to grow our programs in Industrial Maintenance, Nursing and Paramedic. These are all areas that the community has indicated a need and GCCC is striving to fulfill that need by offering education to students to enter the workforce trained in a manner that allows them to be successful throughout their careers.

During the last year, the College has focused its recruitment efforts on growing and expanding the Automotive program, Ammonia Refrigeration, Welding, and Criminal Justice programs specifically. The College no longer has a full-time employee dedicated to recruiting for the career and technical education programs, so these duties are handled by individual faculty members and staff within the division. These employees will attend conferences and other recruiting events when possible in order to sustain the enrollment within the technical education division overall.

Enrollment in the career and technical education programs has remained steady over the last few years overall. There has been some restructuring of personnel in certain departments and in the leadership of the division. The graph below shows the previous three years in our CTE programs at GCCC.



Incidental Information September 2017

Dee Wigner, Executive Vice President

Bookstore:

The fall 2017 semester rush is finally winding down. There are a few students still getting books and IDs. The first two weeks of rush went very smooth. Neither students, faculty or staff had to wait long in line to get what they needed. The ID line was never more than a minute or two wait time. Most of the pre-sacked scholarship books were picked up by the second day of class.

Fall apparel has arrived and staff is working on displaying the new items. The new merchandise should be out after the Labor Day weekend break.

Virga and Suzanne started selling merchandise at the football games and had a successful night at the season opener vs. Ellsworth on August 24. They plan to be at every game except one in October. The next couple of months will be spent cleaning up, returning books and starting all over for spring semester. Book adoptions will go out in October for the spring semester. They will start ordering supplies for spring, and gift buying will start then.

Campus Police:

On August 7, 2017, three Garden City Community College (GCCC) police officers attended an officer safety & terrorism workshop, which was sponsored by the Kansas Law Enforcement Training Center. The event was held at the Academic Building and was free for Kansas certified officers. Many professionals from all over the State attended the training. Session topics included recognizing behavioral indicators of terrorists, an overall briefing of the current threat picture and officer safety.

A memorandum was sent to Dr. Swender to formally recognize numerous faculty & staff members for actions taken during a student's medical emergency, which occurred in the Penka Building August 18, 2017. Chief Dozier is very appreciative and proud of all who contributed on this day.

Marketing and Public Relations:

Many of the beginning of the year activities have been promoted including; New Student Orientation, eclipse viewing, Student Street Fair, home-opener tailgate and the gallery opening. Work has also begun on the admission view book and President Circle brochure.

A schedule for the fine arts events will be out in the next week or so. Kristi is working closely with the tech programs to develop promotions based on their individual program.

Tiffany and Kristi have been looking at different website designs in order to help with freshening of the site.

Sports head shots and photos have been submitted for website use and the football program.

The GCCC facebook page continues to grow in following—the page now has over 5,000 followers and averages close to 3,000 people reached per post.

A student marketing survey will go out after the Labor Day break.

Facilities:

The maintenance department staff coordinated work with J.A.G. construction for the dorm parking lot. The lot should be finished by the middle of September barring inclement weather. Walk-through and

checklists for new roofing at SAFL and the DPAC are complete. Dorm repairs are complete and the department assisted Residential Life in getting dorms prepared for student arrival. Staff coordinated with Blackhills Energy, Tatro Plumbing, and the city of GC to switch and finalize utilities at the new Broncbuster Suites is complete.

Business Office

The comptroller recently attended a workshop on sales & use tax. The workshop focused on tax laws, resources available for sales and use tax, interstate and intrastate commerce, destination vs. origin sourcing, and tax audits. The information will be helpful in filing state sales tax returns for the college, college bookstore, the new online bookstore, and Endowment.

Business office personnel have been busy issuing book vouchers for students, printing schedules for students, and printing and explaining student accounts to parents and students. Eight new employees were trained on the use of college purchase cards. There are currently 82 college purchase cards issued. New employees were also trained on entering requisitions and running reports in Datatel.

Print Shop:

Tiffany completed football program, passes, president's newsletter, media guide, board book, and the admissions view book. Cecilia handled copy work for all instructors for the fall semester rush, text books, football program production and billing.

Payroll Department:

- TimeClock Plus (TCP) Leave Workflow and Supervisor Training
 - As the beginning of the school year started and all faculty returned, several additional leave request workflow-training sessions and Manager training, one-on-one have been conducted. It has been a pleasure to meet with employees face-to-face for these short training sessions
 - New Employee Orientation presentation
- Section 125 – New Employees
 - Austin Dreiling resigned from American Fidelity Assurance. John Adams takes his place. Most of us are familiar with John, as he has been helping with our Sec 125 Open Enrollment for a number of years. John was able to rearrange his schedule to accommodate our new employees in August.
- Work Study Orientation
 - Payroll collaborated with Financial Aid in offering three Work-study orientations to explain and assist them in completing their necessary employment forms. Over 100 student workers have completed employment forms to date.
- Applied employee raises for the August payroll
 - Helped with the verification process for contracts and salary letters.

Human Resources:

Alexis Saenz, Human Resources Assistant, has done an excellent job assisting applicants and employees since Sara Koehn's resignation. Most vacancies were filled by the time school started. Emily Clouse, the new HR Director, began working September 1.

Information Technology:

Andy Gough has been transferred to the position of Coordinator of IT. Andy will now oversee department staff and coordinate work assignments. Andy has been busy attending meetings and learning his new role. Current projects include managing software licensing and establishing a hardware rotation schedule.

Ryan Ruda, Vice President Instruction/Student Services:

Advising:

Processing Drop/Adds, working with students on importance of time management, getting involved, and tying up loose ends with financial aid.

Student Success:

Approximately 600 students attended New Student Orientation on August 10 and 11th. Presentations included Sexual Harassment, Library and CLC use, Campus Safety, Campus Technology, financial aid (SALT), and Q & A with Sophomores. Students also participated in a Rock, Paper, Scissors contest with the winner receiving a phone donated by AT&T and worked on team work on the Lava River. Thursday evening the students and families enjoyed a BBQ meal prepared by Great Western Dining and a community activities fair that featured AT&T, pizza hut, Great Clips, Menards, Chi Alpha, Church of Jesus Christ of Ladder Day Saints, First National Bank and NAU. The students were also provided lunch on Friday with an activities fair that featured campus student organizations. The final session was chalk full of give aways that were donated by many community businesses and a comedy show by our very own Cody Cundiff. Friday evening students enjoyed swimming at the Big Pool. Over 100 faculty and staff were instrumental in making sure this event went off without a hitch.

We didn't stop with New Student Orientation. The first week of classes was full of Welcome Week events. Residential Life sponsored Snow Cones and Tie Dye Shirts on Tuesday evening, Thursday evening a BBQ in the DPAC parking lot was provided with the meat donated by Tyson as well as a Volleyball Scrimmage and pizza following, sponsored by NAU. Friday students attended a street fair with snacks and DJ and Karaoke.

Admissions/Enrollment Management:

- Busy month coming up. We kick off the month with the Oklahoma Panhandle CPC's at OPSU, Laverne and Beaver. We will also be attending 26 other CPC's in KS and in Colorado.
- We will also schedule again, the pizza parties for our service area schools. The pizza parties are for the entire senior class. This gives us a great chance to talk to all seniors about GCCC.
- September 12 the Garden City HS JAG group will tour campus and get information about GCCC.
- We're planning an Admissions 101 training for all new faculty. Basically they will get to meet the admissions staff.
- Saturday, September 23 we are hosting, with help from HALO, a Parents Day. It's from 9-noon and we'll talk about how to plan for college, how to apply, financial aid, and give them a tour of campus.
- The admissions staff will be attending the annual KACRAO conference September 27-29.

Tammy Tabor, Nancy Unruh, Colin Lamb and Ryan Ruda are collaborating to develop a Strategic Enrollment plan that encompasses everything from Recruitment to Onboarding to Retention and Graduation. The plan will involve faculty and staff to identify goals and objectives for each of the functions in the plan as well as strategies for meeting the goals/objectives. The Strategic enrollment committees will begin meeting in September to identify measures for increasing and improving student admissions, retention and completion at GCCC.

SERVICE AREA HIGH SCHOOL GRADUATES (Fall 2017)												
Graduates Who Attended GCCC The Following Fall Semester												
High School	Grad 2014	Fall 2014	Fall 2014 %	Grad 2015	Fall 2015	Fall 2015 %	Grad 2016	Fall 2016	Fall 2016 %	Grad 2017	Fall 2017	Fall 2017 %
Deerfield*	20	7	35.00 %	15	8	53.33 %	16	8	50.00 %	13	8	61.54 %

Dighton*	22	2	9.09%	13	1	7.69%	12	2	16.67%	14	0	0.00%
Garden City HS*	412	137	33.25%	391	128	32.74%	427	183	42.86%	440	195	44.32%
Greeley Co/Tribune	7	1	14.29%	11	1	9.09%	15	0	0.00%	14	1	7.14%
Healy*	4	1	25.00%	7	2	28.57%	7	0	0.00%	8	0	0.00%
Holcomb*	47	27	57.45%	48	22	45.83%	62	43	69.35%	62	31	50.00%
Lakin*	35	12	34.29%	40	8	20.00%	38	12	31.58%	40	15	37.50%
Scott City*	68	5	7.35%	46	9	19.57%	80	6	7.50%	68	12	17.65%
Syracuse*	21	1	4.76%	28	7	25.00%	44	9	20.45%	37	11	29.73%
Wichita Co/Leoti*	34	6	17.65%	34	4	11.76%	26	3	11.54%	31	3	9.68%
Totals	670	199	29.70%	633	190	30.02%	727	266	36.59%	727	276	37.96%

Student Support Services:

Student Support Services had a successful new participant orientation in the south computer lab of the Saffell Library on Friday, August 25. Sixteen students, three faculty/staff panel discussion members, and four SSS staff members were present, bringing the room to full capacity. Students received comprehensive information about the services available through the program and had a chance to meet each of the staff members. They also got to hear about college experiences from both first generation and non-first generation faculty and staff members.

Academics:

Technical Education and Workforce Development

The department is going through a transition in leadership with the departure of Jerrad Webb. Our new Dean of Technical Education and Workforce Development is Chuck Pfeifer. His primary goal is to work collaboratively with faculty to make the transition as seamless as possible.

Here are some of the highlights from Tech Ed and Workforce Dev:

- John Deere Program
 - *Greg Unger* has been selected to serve as a mentor to other Tech Ed faculty across the state as part of the Kansas Center for Career and Technical Education through Pittsburg State University. He is the only faculty member in the western half of the state to serve in this capacity. This is a very prestigious recognition of Greg's experience and reputation across the state as a leader in career and technical education.

- Paramedic/EMT
 - GCCC hosted a LifeTeam Critical Care Flight School this summer in which professionals from across the region stayed on campus for three days while training on selected critical competencies and objectives.
 - Curriculum advances:
 - *Stacy Michelle* is building a new YouTube channel for curriculum lectures (will also be used for recruiting purposes)
 - Partnered with another state community college to establish a mentor program in order to share best practices and enhance our academic offerings.
 - GCCC has taken a leading role in developing a “new and alternative” instructional method for delivering education in the emergency medical services discipline.
 - *Brad Sisk* and *Stacy Michelle* are expanding the program via partnerships with Washburn Technical College, Army National Guard, and Kansas State Highway Patrol
- Allied Health
 - Developing a new online certificate program for RNs to complete their instructor training requirements as set forth by the Kansas Department of Aging Services. This is a huge opportunity for GCCC to reach educators across the entire state and expose them to our online platform and our high-quality instructors.
 - *Glenda Owens* completed her national exam and is now a National Certified Dementia Capable Care Instructor. This is becoming increasingly important as our national population continues to age. GCCC is now one of the leaders in offering education in “memory care” and the progressive movement of gerontology.
- Agriculture/Animal Science
 - *Cindy VenJohn* and GCCC hosted an informational meeting of the Farm Bureau of Kansas to discuss the increasingly important topic of water conservation and preservation.
 - *Dr. Clint Alexander* and the College are set to host the Beef Empire Meats Contest on September 23 – 24. This is a large regional competition in which both community colleges and universities will be present on our campus.
- Automotive
 - The new air compressors have been installed and are now operational. This is a big improvement to the shop areas in the JCVT building.
 - Under the new leadership of *Ryan Grubbs*, the program has two students who have recently signed contracts with local automotive businesses for employment once they leave GCCC. Both students will be receiving financial support from those employers. This model will continue to grow as the program grows.
 - Nearly 100% of students from last spring earned multiple ASE national student certifications. This is an impressive feat for this program as it continues to grow.
- Criminal Justice
 - *Brandy Unruh* and GCCC are preparing to host the American Criminal Justice Association Region 3 Competition on October 6-8 here on the GCCC campus. Includes colleges from around the entire Midwest.
 - Community services continue to serve as a primary component of the program. Just recently, students from the CJ program helped a local community member with yard work (on a very hot Saturday) and the group also continues to park cars at GCCC football games.
 - GCCC will host the “Shoot for Scholarships” on October 21. More information to come...
 - The program will be hosting another group of students on the ROPES course (located on the SW corner of the campus) for strategic team building.

- Ammonia
 - Hired a new faculty member (*Tom Nevarez*) to assist with teaching all classes/trainings in ammonia refrigeration.

Summary:

Dean Pfeifer is working to spend time with each program in order to learn more about the overall needs of the division and opportunities for expansion and growth.