

December 7, 2018

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, December 11, 2018**. 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. Introduction of new employees
 - C. Open comments from the public (Thirty (30) minutes total, five (5) minutes per person. Time per person can be reduced dependent on the number of persons desiring to make comments.)
 - D. GCCC Update
 - E. Report from Student Government Association
 - F. Report from Faculty Senate
- II. CONSENT AGENDA Action**
- A. Approval of minutes of previous meetings (Nov. 1, 2018, Nov. 6, 2018, Nov. 13, 2018).....pg. 3
 - B. Approval of personnel Actions-Human Resources.....pg. 17
 - B-1 Human Resources Report.....pg. 18
 - B-2 Adjunct/Outreach Contracts.....pg. 19
 - C. Financial informationpg. 24
 - C-1 Checks processed in excess of \$50,000pg. 25
 - C-2 Revenuespg. 26
 - C-3 Expensespg. 28
 - C-4 Cash in Bankpg. 34
 - D. Approval of Additional Malt Beverage and Alcoholic Liquors locations.....pg. 35
- III. CONFIRMATION OF MONITORING REPORTS:**
- A. Monitoring Reports and ENDS **Consensus Approval**
No reports scheduled for review
 - B. Review Monitoring Report
No reports scheduled for review
 - C. Board Process and Policy Governance Review
 - C-1 Addition to General Executive Constraints.....pg. 36

IV. OTHER:

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

V. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

December 14	GCCC Board of Trustees Professional Development, Kinney Room of the Beth Tedreow Student Center, 6:00-9:00 p.m.
December 15	GCCC Board of Trustees Professional Development, Kinney Room of the Beth Tedreow Student Center 8:30 a.m.-1:00 p.m.
December 17-January 1, 2019	Christmas break, campus closed, no classes
January 2	Campus reopens, staff report
January 3	Faculty report
January 7	Classes begin
January 11	Regular meeting of GCCC Board of Trustees, 6:00 p.m., Endowment Room of the Beth Tedrow Student Center
February 12	Regular meeting of GCCC Board of Trustees, 6:00 p.m., Endowment Room of the Beth Tedrow Student Center
February 18	President's Day, campus closed, no classes

VI. EXECUTIVE SESSION

VII ADJOURNMENT

Steve Martinez
Chairman

Ryan Ruda
Interim President

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*

SPECIAL MEETING OF TRUSTEES
OF
GARDEN CITY COMMUNITY COLLEGE

Thursday, November 1, 2018

Trustees Present: Jeff Crist, Dr. Marilyn Douglass, Leonard Hitz, Steve Martinez, Dr. Blake Wasinger
Terri Worf

Others Present: Craig Atkinson, National American University
Debra Atkinson, Deputy Clerk
Wanda Baker, Baker Consulting
Rodney Dozier, GCCC Chief of Police
Jacquelyn Messinger, Vice President for Institutional Effectiveness and Accountability
Ryan Ruda, Interim President/Vice President for Instruction/Student Services

The Garden City Community College Board of Trustees met in special session on Thursday, November 1, 2018 in the Endowment Room of the Beth Tedrow Student Center.

CALL TO ORDER:

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

EXECUTIVE SESSION:

Motion:

Douglass moved, seconded by Wasinger, that the Board recess into executive session To discuss confidential employee information which will include discussion of individual employee's performance pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and that Wanda Baker, Independent Assessment and Accreditation Consultant, Baker Consulting, be included. The open meeting will resume in the Endowment Room in 90 minutes.

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

Nays: None

Motion carried: 6-0

Board recessed into executive session at 6:07 p.m.

Included in Executive Session:

GCCC Board of Trustees

Wanda Baker, Baker Consulting

Board reconvened into open session at 7:37 p.m.

Motion:

Wasinger moved at 7:37 p.m., seconded by Worf, that the Board of Trustees of Garden City Community College extend the executive session an additional 20 minutes to discuss confidential employee information which will include discussion of individual employee's performance pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and that Wanda Baker, Baker Consulting, be included. The open meeting will resume in the Endowment Room in 20 minutes (7:57 p.m.)

Meeting of Trustees
November 1, 2018

Ayes: *Crist, Douglass, Hitz, Martinez, Wasinger, Worf*
Nays: *None*

Motion carried: 6-0

Board reconvened into open session at 7:57 p.m. Chair Martinez stated that no binding action was taken.

Motion:

Motion:

Worf moved, seconded by Wasinger to adjourn the November 1, 2018 Garden City Board of Trustee meeting.

Ayes: *Crist, Douglass, Hitz, Martinez, Wasinger, Worf*
Nays: *None*

Motion carried: 6-0

Meeting adjourned at 8:00 p.m.

Debra J. Atkinson
Deputy Clerk

Ryan Ruda
Interim President

Steve Martinez
Chair of the Board

SPECIAL MEETING OF TRUSTEES
OF
GARDEN CITY COMMUNITY COLLEGE

Tuesday, November 6 2018

Trustees Present: Jeff Crist, Dr. Marilyn Douglass, Leonard Hitz, Steve Martinez, Dr. Blake Wasinger
Terri Worf

Others Present: Karla Armstrong, Vice President for Administrative Services/Chief Financial Officer
Debra Atkinson, Deputy Clerk
Dr. Michael Boyd, Higher Learning Commission, Site Team Member
Dr. Roderick Brown, Higher Learning Commission, Site Team Member
Dr. Bradley Kendrex, Higher Learning Commission, Site Team Member
Dr. Erick Martin, Vice President/Chief of Staff Higher Learning Commission
Dr. Jennifer McClure, Higher Learning Commission, Site Team Member
Rodney Dozier, GCCC Chief of Police
Jacquelyn Messinger, Vice President for Institutional Effectiveness and Accountability
Ryan Ruda, Interim President/Vice President for Instruction/Student Services
Dr. Jane Salisbury, Higher Learning Commission, Site Team Member
Dr. William Tammone, Higher Learning Commission, Site Team Member

The Garden City Community College Board of Trustees met in special session on Tuesday, November 6, 2018 in the Endowment Room of the Beth Tedrow Student Center.

CALL TO ORDER:

Chair Martinez called the meeting to order at 7:32 a.m.

Chair Martinez welcomed the Higher Learning Commission site team. Trustees and Site Team members introduced themselves and enjoyed a buffet breakfast.

EXECUTIVE SESSION:

Motion:

At 7:50 a.m., Douglass moved, seconded by Worf, that the Board recess into executive session to discuss confidential employee information which will include discussion of individual employee's performance pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and that Higher Learning Commission Site Team and Dr. Eric Martin, Vice President, Higher Learning Commission liaison be included. The open meeting will resume in the Endowment Room in 90 minutes (9:20).

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

Nays: None

Motion carried: 6-0

Board recessed into executive session at 7:50 a.m.

Included in Executive Session:

GCCC Board of Trustees
Higher Learning Commission Site Team
Dr. Eric

Meeting of Trustees
November 6, 2018

Motion:

At 9:10 a.m., Worf moved, seconded by Wasinger to reconvene into open session

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

Nays: None

Motion carried: 6-0

Board reconvened into open session at 9:10 a.m., Chair Martinez stated that no binding action was taken.

Motion:

Douglass moved, seconded by Wasinger to adjourn the November 6, 2018 Garden City Board of Trustee meeting.

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

Nays: None

Motion carried: 6-0

Meeting adjourned at 9:15 a.m.

Debra J. Atkinson
Deputy Clerk

Ryan Ruda
Interim President

Steve Martinez
Chair of the Board

**MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
November 13, 2018**

Trustees Present: Jeff Crist, Dr. Marilyn Douglass, Leonard Hitz, Steve Martinez, Dr. Blake Wasinger, Terri Worf

Others Present: Karla Armstrong, Vice President for Administrative Services/CFO
Craig Atkinson, National American University
Debra Atkinson, Deputy Clerk
Eugene Atkinson, Community Member
Maxine Atkinson, Community Member
Mark Douglass, Community Member
Robin Bergkamp, Community Member, CVB Board Member
Toni Douglass, Community Member
Rodney Dozier, GCCC Chief of Police
Dr. Jeanie Ferguson, ESL Instructor
Amber Friend, *Garden City Telegram*
Phil Hoke, Drama Instructor, Faculty Senate President
Clara Jackson, SGA President
David Larson, GCCC Computer Technician
Andrew Knoll, GCCC Network Manager
Aaron Kucharik, Community Member
Colin Lamb, Dean of Student Services/Interim Athletic Director
Winsom Lamb, Social Science Instructor
Jean Lamfers, Attorney
Craig Lurtz, Transportation Coordinator
Jacquelyn Messinger, Vice President of Institutional Effectiveness and Accountability
Ross Miller, Community Member
Chuck Pfeifer, Dean of Workforce Technology
Derek Ramos, Dean of Physical Planning & Facilities Management
Ashley Salazar, Director of Public Relations
Lauren Rockhold, Coordinator-Student Activities/SGA Advisor
Ryan Ruda, Interim President/Vice President for Instruction/Student Services
David Rupp, Community Member
Melissa Sowers, Community Member
Phil Terpstra, Dean of Academics
Nancy Unruh, Registrar

CALL TO ORDER:

Chair Martinez's called the regular board meeting to order at 6:00 p.m.

COMMENTS FROM THE VICE CHAIR:

Chair Martinez made the following comments.

- Congratulated Coach Jeff Sims and the Bronbuster Football team on their 10-0 perfect season and wished them luck in the 2018 NJCAA National Championship game on November 29.
- Chair Martinez noted that item D-GCCC Update would be moved to after item G- Executive Session.

INTRODUCTION OF NEW EMPLOYEES:

Interim President Ryan Ruda/Vice President for Instruction/Student Services, introduced new employee Karla Armstrong, Vice President for Administrative Services/Chief Financial Officer.

Interim President Ruda welcomed the new GCCC employee and presented her with a GCCC Broncbuster lapel pin.

OPEN COMMENTS FROM THE PUBLIC:

Chair Martinez noted two individuals from the public had registered to make comments.

Jean Lamfers, Attorney, first congratulated GCCC Board of Trustees and Employees, on a successful visit from the Higher Learning Commission site team. Lamfers went on to express concern regarding possible conflict of interest for board members that have been involved in filed claims and the voting/approval process. In addition, Lamfers encouraged Trustees to re-evaluate the use of Policy Governance as the governing model used by GCCC Board of Trustees, to determine if it was the most effective method to oversee the institution.

Robin Bergkamp, Community Member/CVB Board Member expressed gratitude and thanks to all GCCC employees that were involved with the planning and execution of hosting the 2018 NJCAA Cross Country Championship competition at Buffalo Dunes on November 9-10. Bergkamp thanked GCCC for their support and hard work.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Clara Jackson, SGA President reported the following:

- Garden City Community College SGA student leadership just returned from attending the Association for the Promotion of Campus Activities Conference in Chicago November 7-11. Leadership is preparing a more detailed report which will be presented at the December 11 Board of Trustee Meeting.
- Stress relief massages will be available during finals week.
- Martin Luther King Day speaker has been confirmed.
- SGA members will have Pizza with the President on Wednesday, November 14, 2018.

REPORT FROM FACULTY SENATE:

Phil Hoke, Drama Instructor/Faculty Senate President, began his report with the word UBUNTU, a South African term that translates to: "I am because we are." Interim President Ruda, presented this term to employees at the last all employee meeting. This viewpoint represents the ideals and values that we at GCCC, work towards each and every day. Hoke went on to state that the success of GCCC depends on each of us our institutional success is based on each of us working together for a common purpose.

Hoke commended and thanked the maintenance department for their dedication and hard work as they came to campus early on Monday morning to clear sidewalks, parking lots and streets of snow and ice so all of us would be safe. This is a great example of UBUNTU!

Faculty Senate has had two meetings since the last report. Professional development has been approved for several faculty members. The second learning community was presented by Chip Marcy, Economics Instructor, on Excel hints.

Hoke expressed his appreciation to Wanda Baker, Independent Assessment and Accreditation Consultant, Baker Consulting, and Jacque' Messinger, Vice President of Institutional Effectiveness and Accountability for the training sessions prior to the Higher Learning Commission site team visit. In addition, Hoke thanked the GCCC Board of Trustees and Interim President Ruda for their continued support.

Chair Martinez thanked Hoke for his report.

EXECUTIVE SESSION:

Motion:

At 6:15 p.m., Wasinger moved, seconded by Douglass, that the Board recess into executive session to discuss confidential employee information which will include discussion of individual employee's performance pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy, allowing five (5) minutes to clear the room. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in sixty (60) minutes, (7:20 p.m.).

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

Nays: None

Motion carried: 6-0

Board recessed into executive session at 6:20 p.m.

Included in Executive Session:

GCCC Board of Trustees

Motion:

At 7:20 p.m., Wasinger moved, seconded by Crist to reconvene into open session in the Endowment Room of the Beth Tedrow Student Center.

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

Nays: None

Motion carried: 6-0

Board reconvened into open session at 7:20 p.m. Chair Martinez stated that no binding action was taken.

GCCC UPDATE:

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.

Interim President, Ryan Ruda shared the following information with Trustees.

Employee Engagement:

Chili Cook Off

October 19

Many GCCC employees participated in the first annual all-employee chili cook off. Most campus buildings were represented by teams; participants entered both a chili and a dessert in the contest. Teams represented included the Business Office Busters, Spice Girls from Fouse, Fine Arts building, Academic, and John Collins. The winner was announced during the most recent all-employee meeting. The Spice Girls team from the Fouse Building received a traveling trophy as the winners of the contest.

Halloween Costume Contest

October 31

Many employees participated in the all-employee costume contest. Contestants included Gnomes from the Fine Arts building, 80's Movies from John Collins, Zombies from Academic, and Math and Science Puns from Fouse building. Overall, the group winners were the Academic Buildings' Zombies who "liked brains.". The most

original/creative costume was awarded to Perla Salazar, from Math and Science Puns. Salazar was the “Pro-Tractor”.

GCCC Campus Pride/Clean-Up

GCCC employees joined the maintenance staff and worked together for a few hours on October 26, to clean up the campus. Participants raked leaves, cleared out flower beds, and picked up trash. Paletas were enjoyed by all when work was completed.

Competition:

Quiz bowl

The GCCC Collegiate Quiz Bowl team held their only home meet this month. Team A tied for first place in the meet. This was a regional event; participating teams included Dodge City Community College and Garden City Community College. Redlands Community College from El Reno, Oklahoma also participated.

Collegiate Quiz Bowl is an academic team that participates in fun, fast-paced, quiz-style tournaments similar to Scholars Bowl and Bible Bowl. Quiz questions are drawn from any topics covered by a community college curriculum: math, literature, art, physical and social sciences, history, religion, geography, music, and current events. Dr. Jeanie Ferguson has served as the head coach for the team since 2014; Cody Cundiff, a new faculty member this year, is the team’s assistant coach.

Football Goes 10-0, Secures Spot in National Championship Game

The Broncbuster Football Team and Head Coach Jeff Sims have defeated Hutch and Butler to secure the Conference Championship and a spot in the Title Game. Championship game will be held at Pittsburg State’s Carnie Smith Stadium, November 29, 2018. Kickoff is at 7:00 p.m. and more information will be available soon.

GCCC Meats Judging Team Reserve National Champions

The 2018 team finished the year as Reserve National Champions at the High Plains Contest in Friona, Texas on October 28. The team was also awarded as the High Team in Lamb Judging, awarding the team National Champions in Lamb Judging. Not only did the team dominate in Lamb Judging, we were 46 points higher than the closest A Division college AND 44 points higher than the closest University in Lamb Judging. This is a great accomplishment for the team. They finished 2nd in Beef Grading, Beef Judging, Questions, Placings and Total Beef while finishing 3rd in Pork Judging. With being National Champions in Lamb Judging as a team, we had four of the top five scores in Lamb Judging, including Bailee Hatch, who was awarded National Champion Individual in Lamb Judging. Interim President Ruda extended congratulations to Dr. Clint Alexander and member of the GCCC Meats Team.

Criminal Justice Competition Team

Garden City Community College Criminal Justice Student Competition Team competed in Our chapter, TEL, is the local chapter of the American Criminal Justice Association and we participate in Region 3. The competition consisted of three divisions: Professional, Upper Division (70 or more credits) and Lower Division (less than 70 credits). Due to uneven team numbers, we were unable to compete in a couple of divisions but we placed in every category. Instructor of CJC/Public Safety, Brandy Unruh, reports that students were responsible and acted with dignity and integrity. Congratulations Criminal Justice Competition Team!

Campus Events:

Cosmetology “Be our guest and bring a guest” Event:

Cosmetology hosted two “Be our guest and bring a guest” events in October, bringing in counselors from area high schools to learn about the Cosmetology department. Counselors received lunch, had the opportunity to listen to information about the Cosmetology department, and received free services in the salon for the remainder of the day.

Cosmetology Tickets on GCCC Campus

Cosmetology also hid tickets for free salon services in every building on the GCCC campus during the month of October. Many of those tickets have already been redeemed for free services at the salon, giving the students more opportunities to practice their newly-learned skills.

Cancer Awareness Night

Started by cancer survivor and GCCC employee TJ Horton, the annual Cancer Awareness Night fundraiser at GCCC supports the efforts of the Breast Center at St. Catherine Hospital. Each year, survivors, those remembered, and those currently battling with cancer are recognized during a football game. The funds raised from sales of t-shirts, sponsorships, and tumblers were donated to the Breast Center. GCCC's Cancer Awareness Night has raised over \$13,000 since the first event over years ago.

Red Flag Campaign

Residential Life brings attention to domestic and dating violence with the Red Flag campaign each year. This year, many students pledged to say something if they witnessed violence. The campaign saw a successful week of pledges and raised awareness on campus in the month of October.

Hispanic Student Day

GCCC Hispanic American Leadership Organization (HALO) once again hosted the 31st Annual Hispanic Student Day, at GCCC on October 12. The practice gym of the Dennis Perryman Athletic Complex was full to the maximum of over 200 area wide high school students. The goal is to empower participating students to continue their education, to make choices that will enhance their opportunities for higher learning and in the job market.

Community Engagement:

Southwest Kansas District FFA Horse Judging Contest

Over 166 students came to GCCC facilities at the Broncbuster Arena from over 17 schools in Southwest Kansas on November 7 for the Southwest Kansas District FFA Horse Judging Contest. This annual event is routinely hosted by GCCC and is a great way to showcase the programs available to our students.

Diversity Breakfast

Members of our administration and staff joined students from the international club and the Adult Learning Center for the 2018 Diversity Breakfast during the annual Multicultural summit held at the Clarion in Garden City on October 11. The group listened to a presentation from two Somali natives—who shared about their country, culture, and how Garden City has become their home. We are proud to celebrate the various countries and cultures represented at GCCC.

GCCC Band Performs at Rotary's Fall Feast

The GCCC Band offered entertainment for the Rotary Club's 2nd annual Fall Feast at the Clarion on November 7. Proceeds from the tickets sold for this event go towards buying dictionaries for 4th graders in USD-457. These dictionaries are purchased annually and delivered in-person to 4th grade schools by Rotary members. Several GCCC employees are members of the Rotary Club.

Accolades

Lamb and Greathouse Reach 10 Years of PTK Sponsorship

Winsom Lamb and Lachelle Greathouse were honored for their 10 years of service to Phi Theta Kappa during the recent all-employee meeting. They each were awarded a pin for their service, and a letter addressed to the college indicating that they would also be recognized at the upcoming ceremony for the chapter membership.

National NJCAA XC Championships

GCCC joined with the Finney County Convention and Visitor's Bureau for Garden City and GCCC to host the 2018 NJCAA National Cross Country Championships on November 9 and 10. Over 700 runners and their coaches, trainers, and families were in Garden City for the event. Many GCCC employees, including Interim Athletic Director Colin Lamb, played a huge role in ensuring that this high-profile event could be hosted at GCCC. Interim President Ruda extended his thanks to Finney County Convention and Visitor's Bureau, City of Garden City, and employees of Garden City Community College for the part they played in making this event a success.

Fine Arts Events

The College Players Presented "Alone: In the Mind of Edgar Allen Poe" a play written by GCCC Student Steven "Wade" Freeman. This original production premiered for the first time world-wide in the Pauline Joyce Fine Arts auditorium November 1-4. The production was a huge success.

Mercer Gallery Hosts Fractured Gatherings

Fractured Gatherings, is currently on exhibit at the Mercer Gallery, showcasing clay works by the Wichita State University ceramics department. The exhibition includes the work of faculty members and of seven graduate students who are studying sculptural and functional ceramics. Fractured Gatherings will be on display from November 2 until December 7 and will feature a wide range of artwork by a diverse group of artists at different stages in their careers.

The GCCC Faculty Jazz Ensemble performed selections during the First Friday Gallery reception for Fractured Gatherings on November 2.

Jude Cundiff Shows at Mercer Gallery

Jude Cundiff, son of GCCC employee Cody Cundiff, showed his own art work at the Mercer Art Gallery on October 19. He proudly explained his work to gallery visitors during his show.

KBOR Notice

Garden City Community College received notice from Kansas Board of Regents that we have been awarded an additional Perkins Non-Traditional Grant Award. This grant will be aimed at promoting and marketing our Fire Science program to the nontraditional student (fire science is typically a male career). The grant award will cover the expenses associated with shooting a video commercial for the program. Total award was about \$12,000. Interim President Ruda expressed his appreciation to Fire Science Instructor, Larry Pander, and Dean of Workforce Technology, Chuck Pfeifer for their work on this grant.

Picture

Interim President Ruda announced that at 3:30 p.m. on Wednesday, November 14 football team picture would be taken at Broncbuster Stadium on the home side. Trustees were invited to be part of the official team photo.

E-mail Options

It is the desire of the GCCC Board of Trustees to have a method of communication with the community via e-mail. Interim President Ruda presented several email options to Trustees for their consideration. Consensus agreement was reached by Trustees to create an official standalone address for each trustee and add each individual to the GCCC group. Trustees will be issued a log on and password so that each individual may view their personal email.

Chair Martinez thanked Interim Ruda for his report.

INVESTIGATION:

Trustees discussed setting a deadline for Kansas City Attorney Greg Goheen's investigation of faculty allegations presented to the Board at the May 2018 meeting. Trustees indicated that this investigation has taken longer than anticipated and that even preliminary results are expected soon. Interim President Ruda stated that Goheen has communicated that he hopes to have the final report in a few weeks. Chair Martinez and Interim President Ruda will meet with College Counsel to request that the investigation conclude and that report is written and distributed to Trustees.

BRONCBUSTER ATHLETIC ASSOCIATION:

Trustee Hitz requested to see Broncbuster Athletic Association (BAA) financial statements to determine the financial condition of the organization. As BAA is an entity that is separate from GCCC, Interim President Ruda will contact the organization to provide the requested documents.

Trustee Hitz also inquired if "boots" are placed on the GCCC horse, Victory, as he comes from the tunnel leading out the Broncbuster Football team. Interim President Ruda indicated that Hellas was contacted before allowing Victory on the turf and Hellas indicated that the field warranty would not be violated. Victory does not wear boots.

NATIONAL AMERICAN UNIVERSITY:

Interim President Ruda shared with Trustees that National American University (NAU), a for profit university, will no longer offer classroom and online pathways to four year degrees on site at Garden City Community College. Due to a company-wide downsizing, NAU is closing all of their face-to-face programs nationwide. GCCC received the official notice last week. Students currently enrolled with NAU will be given the opportunity to transition to online programs for degree completion.

Interim President Ruda is in preliminary discussions with other four-year institutions to continue a similar program at the college. The expectation is that the new model would be comparable to the arrangement that the college had with NAU. GCCC would provide office space for a separate degree-offering program. No decisions have been reached at this time.

PRESIDENTIAL SEARCH:

Interim President Ruda, provided preliminary information and cost estimates for conducting the GCCC presidential search internally, through the college's human resources department, and externally through outside sources. Interim President Ruda stated that he was confident that the college could manage an internal search.

The board indicated that they would be conducting a planning a retreat within the next few weeks to ensure that all Board members were on the same page for the official presidential search. Trustees feel the retreat will provide an opportunity to gather input from the community and our stakeholders and help to identify particular traits and assets that a president serving GCCC should have in addition to what Trustees may expect in a president moving forward.

CONSENT AGENDA:

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

Chair Martinez then asked for a motion approving consent agenda items II A-D.

Motion:

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

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

Nays:

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (October 9, 2018)
(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.)

(E) APPROVED REVISION OF APPOINTMENTS, as presented
(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

No monitoring reports were scheduled for report.

REVIEW OF MONITORING REPORTS:

- Annual, Ends, Workforce Development

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

At the September 11, 2018 Board of Trustee meeting the following statement was added to General Executive Constraints,

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#4

- a. Employment contracts shall be reviewed by legal counsel and approved by the board.***

Clarification was needed to determine which employee contracts are intended for review. This item required more explanation. Randy Grisell, Attorney for Garden City Community College, developed appropriate language that clarifies which contracts are intended for review by legal counsel and approved by the board and will be added as #4, page 15, Compensation/Benefits. Language is below.

Page 15

#4

Create an employment contract, as defined herein, without legal counsel review and board approval. Employment contract shall mean a contract with a term of one (1) year or more, with an annual renewal term, or with a continuing contract right under Kansas law.

Motion:

Hitz moved, seconded by Worf to approve clarification in language page 15, addition of a #4 as presented by legal counsel and reflected above.

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

Nays:

Motion carried: 6-0

Trustee Worf, distributed at the October board meeting, a draft proposal to members that called for the GCCC president to “maintain a policy to prevent sexual misconduct by administrators, faculty, staff, volunteers and/or students in any capacity affiliated with GCCC. Annual training for all individuals listed will be mandatory.” This policy will be addressed at the December 11 2018 meeting.

WILLIAMS STADIUM UPDATE:

Interim President Ruda updated Trustees on future plans to replace a light pole at Williams Stadium that had recently come down. The original bid to re-set the downed pole came in June 2018 at \$15,000. However, the pole was not re-set at that time. The City of Garden City has since adopted 2018 standards and codes, which now requires more reinforcement to replace the pole which will currently cost \$50,000. All light poles presently at Williams Stadium are original to initial construction and are no longer up to code and showing signs of deterioration. All poles must be set and functional to work properly. Ruda went on to say that Dean of Physical Planning & Facilities Management, Derek Ramos is investigating more affordable options, which might include fewer light poles.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Trustee Martinez reported the following:

- FCEDC Project Birmingham will engage the college's workforce development for customized technical training.
- Discussions regarding a housing development in the core district of down town Garden City are in progress.
- The City of Holcomb has continued their membership with the Finney County Economic Development Corporation.
- FCEDC Annual Meeting has been scheduled for January 9, 2019, held in the Endowment Room of the Beth Tedrow Student Center.

REPORT FROM KANSAS ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Trustee Crist reported the following:

- Trustee Crist indicated that he will attend quarterly meetings held Independence Community College on December 2-3.

REPORT ON HIGHER LEARNING COMMISSION:

Jacquelyn Messinger, Vice President Vice President of Institutional Effectiveness and Accountability, shared with Trustees that the HLC site team's visit went well and the site team was complimentary and impressed with the campus, faculty, staff and new processes the college had put into place to comply with HLC criteria. The college will wait now until the commission makes it final accreditation ruling in June or July, 2019.

OWNERSHIP LINKAGE:

CALENDAR DATES:

Chair Martinez reviewed calendar dates with Trustees.

EXECUTIVE SESSION:

No Executive Session was held.

ADJOURNMENT:

Motion:

Hitz moved, seconded by Crist to adjourn the November 13, 2018 Garden City Board of Trustee meeting.

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

Nays: None

Motion carried: 6-0

Meeting adjourned at 8:30 p.m.

UPCOMING CALENDAR EVENTS:

January 8, 2019 GCCC Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center
February 12, 2019 GCCC Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center
February 18, 2019 No Classes, Offices Closed in observance of President's Day

Debra J. Atkinson
Deputy Clerk

Ryan Ruda
Interim President

Steve Martinez
Chair of the Board

Agenda No: II-B

Date: December 11, 2018

**Topic: Approval of Personnel Actions-Human Resources
Adjunct/Outreach Contracts**

Presenter: Acting Interim President, Dr. Ryan Ruda

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:



December 4, 2018

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

New Hires

Louise Lurtz, Records Assistant, effective, November 28, 2018
Thomas Minnick, Head Football Coach, effective, December 5, 2018

Resignations

Tiffany Heit, Print shop Coordinator, effective, November 27, 2018
Jeffrey Sims, Head Football Coach, effective, December 7, 2018
Stacy Michelle, Paramedic Instructor, effective, December 12, 2018

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 12/11/2018)

INSTRUCTOR	CLASS	AMOUNT
NON-CREDIT ADJUNCT CONTRACTS		
Hicks, Tamara Legal	Kansas Conceal and Carry CRMJ-300-02 - Non-Credit - 3 hours 3 contact hour(s) @ \$30.00 - \$90.00 11/17/2018	\$ 90.00
Homm, Mike Range Asst.	Kansas Conceal and Carry CRMJ-300-02 - Non-Credit - 4 hours 4 contact hour(s) @ \$30.00 - \$120.00 11/17/2018	\$ 120.00
Kuenstler, Gary Range Asst.	Kansas Conceal and Carry CRMJ-300-02 - Non-Credit - 4 hours 4 contact hour(s) @ \$30.00 - \$120.00 11/17/2018	\$ 120.00
Prewitt, Robert Lead Instructor	Kansas Conceal and Carry CRMJ-300-02 - Non-credit - 10 hours 10 contact hour(s) @ \$30.00 = \$300.00 11/17/2018	\$ 300.00
TOTAL NON-CREDIT CLASS CONTRACTS		\$ 630.00
SERVICE CONTRACTS FOR OUTREACH FACULTY FALL 2018		
<u>DEERFIELD - USD 216</u>		
Gerwitz, Ryan	Online Monitor Physical Geology - PHSC-205-55 College Algebra - MATH-108-55 General Psychology - PSYC-101-55 08/13/2018 - 12/06/18	\$ 375.00
Meinzer, Tracy	Online Monitor English I - ENGL-101-55 Public Speaking - SPCH-111-55 08/13/2018 - 12/06/18	\$ 375.00
DEERFIELD TOTAL		\$ 750.00
<u>DIGHTON - USD 482</u>		
Linenberger, Whitney	English II ENGL-102-DI - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$ 1,125.00
DIGHTON TOTAL:		\$ 1,125.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to BOARD OF TRUSTEES for Approval 12/11/2018)

GARDEN CITY - USD 457

Ayers, Misty	Principles of Biology BIOL-105-GC - 5.00 cr. hrs 5.00 cr. hrs X \$375.00 = \$1,875.00 08/15/18 - 12/20/2018	\$	1,875.00
Anderson, Amy	Intro to Computer Concepts & Appl. CSCI-110-GC - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$	1,125.00
Atchley, Beth	College Algebra MATH-108-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$	1,125.00
Atchley, Beth	College Algebra MATH-108-GD - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$	1,125.00
Kalarikkal, Biju	Calculus and Analytical Geom. I MATH-122-GC - 5.00 cr. hrs. 5.00 cr. hrs X \$375.00 = \$1,875.00 08/14/2018 - 12/21/2018	\$	1,875.00
Smith, Nathan	Online Monitor C.N.A - HELR-1023-GC 08/13/2018 - 10/05/2018 Medical Terminology - EMIC-104-GC 10/08/2018 - 12/06/2018	\$	375.00
Terpstra, Wendi	English I ENGL-101-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$	1,125.00
Terpstra, Wendi	English I ENGL-101-GD- 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$	1,125.00
Terpstra, Wendi	English I ENGL-101-GE - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$	1,125.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to BOARD OF TRUSTEES for Approval 12/11/2018)

Turpin, Jenette	Working with Children EDUC-114-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$	1,125.00
Turpin, Jenette	Observation EDUC-1062-GC - 2.00 cr. hrs 2.00 cr. hrs X \$375.00 = \$750.00 08/14/2018 - 12/21/2018	\$	750.00
Turpin, Jenette	General Psychology PSYC-101-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$	1,125.00
Tidwell, Russell	Public Speaking SPCH-111-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2018 - 12/21/2018	\$	1,125.00
GARDEN CITY TOTAL: \$			<u>15,000.00</u>

HOLCOMB - USD 363

Baier, Michelle	College Algebra MATH-108-HP - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 08/15/2018 - 12/19/2018	\$	1,125.00
Baier, Michelle	Plane Trigonometry MATH-109-HO - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 08/15/2018 - 12/19/2018	\$	1,125.00
Kelly, Cindy	Online Monitor Medical Terminology - EMIC-104-HO 08/13/2018 - 10/05/2018 C.N.A. - HELR-1023-HO 10/08/2018 - 12/06/2018	\$	375.00
Kelly, Cindy	English I ENGL-101-HO - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 08/15/2018 - 12/19/2018	\$	1,125.00
Van Dolah, Patricia	Public Speaking SPCH-111-HO - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/4/18 - 5/17/18	\$	1,125.00
HOLCOMB TOTAL: \$			<u>4,875.00</u>

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to BOARD OF TRUSTEES for Approval 12/11/2018)

LAKIN - USD 215

Bachman, Jennifer	Online Monitor College Algebra - MATH-108-55 08/13/2018 - 12/06/2018	\$	375.00
Thompson, Kevin	English I ENGL-101-LA - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/23/2018 - 11/16/2018	\$	1,125.00
		LAKIN TOTAL: \$	<u>1,500.00</u>

LEOTI - USD 467

Conard, Julie	Public Speaking SPCH-111-LE - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/15/2018 - 12/19/2018	\$	1,125.00
Niswonger, Leslie	English I ENGL-101-LE - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/15/2018 - 12/19/2018	\$	1,125.00
		LEOTI TOTAL: \$	<u>2,250.00</u>

SCOTT CITY - USD 466

McCormick, Sarah	English I ENGL-101-SC - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 08/16/2018 - 12/19/2018	\$	1,125.00
Wasinger, Shairlyn	Public Speaking SPCH-111-SC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/16/2018 - 12/19/2018	\$	1,125.00
Whipple, Valarie	Online Monitor General Psychology - PSYC-101-55 08/13/2018 - 12/06/2018	\$	375.00
Whipple, Valarie	Online Monitor Medical Terminology - EMIC-104-NW 08/13/2018 - 10/05/2018 C.N.A - HELR-1023-NW 10/08/2018 - 12/06/2018	\$	375.00
		SCOTT CITY TOTAL: \$	<u>3,000.00</u>

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to BOARD OF TRUSTEES for Approval 12/11/2018)

SYRACUSE - USD 494

Hefty, Steven	College Algebra MATH-108-SY - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/13/2018 - 12/19/2018	\$ 1,125.00
Jones, Sarah	Online Monitor English I - ENGL-101-55 08/13/2018 - 12/06/2018	\$ 375.00
McAllister, Steve	American Government POLS-105-SY - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/13/2018 - 12/19/2018	\$ 1,125.00
SYRACUSE TOTAL:		\$ 2,625.00

TOTAL SERVICE CONTRACTS FOR OUTREACH FACULTY FALL 2018: \$ 31,125.00

PAYMENTS TO OUTREACH SITE COORDINATORS FALL 2018

LOCATION	COORDINATOR	CONTRACT TOTAL
Deerfield	Lisa Bowser	\$200+62*6.87= <u>\$ 625.94</u>
Dighton	Debbie Dowell	\$200+42*7.57= <u>\$ 517.94</u>
Garden City	Ryan Meng	\$200+879*6.15= <u>\$ 5,605.85</u>
Healy	Cheryl Cook	\$200+4*5.91= <u>\$ 223.64</u>
Holcomb	Michelle Baier	\$200+238*5.91= <u>\$ 1,606.58</u>
Lakin	Jennifer Bachman	\$200+93*6.62= <u>\$ 815.66</u>
Leoti	Sara Brown	\$200+94*6.27= <u>\$ 789.38</u>
Scott City	Valarie Whipple	\$200+199*6.15= <u>\$ 1,423.85</u>
Syracuse	Paul Zuzelski	\$200+102*6.15= <u>\$ 827.30</u>
TOTAL PAYMENTS TO OUTREACH SITE COORDINATORS:		\$ 12,436.14

Agenda No: II-C

Date: December 11, 2018

Topic: Financial Information

Presenter: **Acting Interim President, Dr. Ryan Ruda**

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

November 2018

Purchases over \$50,000 requiring bid sheets

- \$56,493.75 wire sent to Kansas State Treasurer for Revenue Bonds on Broncbuster Housing, remodel of bookstore and student union (payment due 12/1/18, wire sent 11/13/18). The Board of Trustees approved the revenue bonds on July 8, 2014.
- \$148,926.15 wire sent to Capital One for Lease Purchase payment for the Athletic Field (payment due 12/1/18, wire sent 11/13/18). The Board of Trustees approved the financing agreement on June 18, 2013.
- Check #266551 \$90,293.55 to Network Computer Solutions for Wireless access points. Approved by the Board of Trustees on October 9, 2018.

Payments over \$50,000 not requiring bid sheets

- Check #266773 to City of Garden City for \$68,244.26 for monthly utilities
- Check #266777 to Commerce Bank for \$81,964.16 for various purchase card purchases.
- Check #266872 to Blue Cross-Blue Shield of Kansas for \$99,173.66 for December 2018 health insurance premiums for employees.
- Check #267035 to Great Western Dining for \$115,348.53 for various invoices.

REVENUES

12/04/18

Garden City Community College
Annual Budget Report Ending 11/30/18
Options - All Statuses

Page: 1

Fiscal Year: 2019

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	2,867.00	927,521.00-	2,105,000.00-	1,177,479.00-	55.94
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	960.00	113,440.00-	410,000.00-	296,560.00-	72.33
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	107.00-	50,589.00-	110,000.00-	59,411.00-	54.01
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	1,376.53-	279,539.51-	525,000.00-	245,460.49-	46.75
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	4,060.22	1,382.93	75,100.00	73,717.07	98.16
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	61,936.00-	115,000.00-	53,064.00-	46.14
11-00-0000-00000-4014 TUITION BORDER STA	0.00	0.00	104,925.00-	255,000.00-	150,075.00-	58.85
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	5,796.00-	95,007.00-	345,000.00-	249,993.00-	72.46
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	500.00	5,700.00-	13,500.00-	7,800.00-	57.78
11-00-0000-00000-4018 RESOURCE CHARGE :	0.00	848.00-	175,248.00-	360,000.00-	184,752.00-	51.32
11-00-0000-00000-4020 INTERNATIONAL FEE	0.00	39.33-	21.86-	4,100.00-	4,078.14-	99.47
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	10,065.00-	189,405.00-	315,000.00-	125,595.00-	39.87
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	2,900.00-	15,315.00-	30,000.00-	14,685.00-	48.95
11-00-0000-00000-4512 VENDING MACHINES :	0.00	842.45-	1,931.92-	5,000.00-	3,068.08-	61.36
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	834,253.00-	1,668,505.00-	834,252.00-	50.00
11-00-0000-00000-4803 AD VALOREM PROPRT	0.00	0.00	162,449.81-	9,819,183.00-	9,656,733.19-	98.35
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	574,551.35-	680,000.00-	105,448.65-	15.51
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	8,181.58-	9,000.00-	818.42-	9.09
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	84,743.80-	185,000.00-	100,256.20-	54.19
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	151,000.00-	151,000.00-	100.00
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	7,557.28-	12,000.00-	4,442.72-	37.02
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	250.85-	16,000.00-	15,749.15-	98.43
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	14,688.84-	87,500.00-	72,811.16-	83.21
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	156.65-	15,000.00-	14,843.35-	98.96
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	2,765.25	150,000.00	147,234.75	98.16
11-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	10,513.85	35,000.00	24,486.15	69.96
11-00-0000-00000-4902 INTEREST INCOME :	0.00	26,680.80-	16,852.61-	100,000.00-	83,147.39-	83.15
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	1,137.50-	4,587.50-	40,000.00-	35,412.50-	88.53
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	30,659.97-	75,000.00-	44,340.03-	59.12
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	2,508.22-	121,283.62-	74,609.00-	46,674.62	62.55-
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	397.07-	4,276.34-	10,000.00-	5,723.66-	57.24
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,313,140.00	1,313,140.00	100.00
=====						
Totals for FUND: 11 - GENERAL	0.00	44,310.68-	3,870,410.46-	15,962,157.00-	12,091,746.54-	75.75
=====						
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	243.00	162,168.36-	263,324.00-	101,155.64-	38.41
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	1,134.00-	26,601.00-	30,000.00-	3,399.00-	11.33
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	499,610.00-	999,220.00-	499,610.00-	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	1,313,140.00-	1,313,140.00-	100.00
=====						
Totals for FUND: 12 - PTE FUND	0.00	891.00-	688,379.36-	2,685,684.00-	1,997,304.64-	74.37
=====						
61-00-0000-00000-4803 AD VALOREM PROPRT	0.00	0.00	8,206.72-	495,799.00-	487,592.28-	98.34
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	29,065.36-	32,840.00-	3,774.64-	11.49
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	413.88-	419.00-	5.12-	1.22
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	4,296.38-	9,380.00-	5,083.62-	54.20
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	7,292.00-	7,292.00-	100.00
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	382.31-	0.00	382.31	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	12.73-	749.00-	736.27-	98.30
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	743.10-	4,922.00-	4,178.90-	84.90

61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	7.92-	0.00	7.92	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	139.74	20,000.00	19,860.26	99.30
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	531.34	0.00	531.34-	0.00
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	468,599.00-	468,599.00-	100.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	42,457.32-	1,000,000.00-	957,542.68-	95.75
=====						
Totals for BUDGET.OFFICER: Unassigned	0.00	45,201.68-	4,601,247.14-	19,647,841.00-	15,046,593.86-	76.58

EXPENSES

12/04/18

Garden City Community College
 Annual Budget Report Ending 11/30/18
 Options - All Statuses

Page: 1

Fiscal Year: 2019

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	1,072.82	4,290.18	0.00	4,290.18-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	25,755.14	82,468.64	212,920.00	130,451.36	61.27
DEPARTMENT: 11020 - HUMANITIES	0.00	7,568.61	33,020.92	69,664.00	36,643.08	52.60
DEPARTMENT: 11021 - ENGLISH	0.00	35,393.67	135,053.67	403,350.00	268,296.33	66.52
DEPARTMENT: 11022 - SPEECH	0.00	8,671.25	30,243.37	70,731.00	40,487.63	57.24
DEPARTMENT: 11023 - PHILOSOPHY	0.00	403.69	1,211.07	0.00	1,211.07-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	403.69	1,211.07	0.00	1,211.07-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	4,179.60	21,249.70	53,190.00	31,940.30	60.05
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 11030 - ART	1,129.75	16,553.79	49,494.92	141,383.00	90,758.33	64.19
DEPARTMENT: 11031 - DRAMA	1,671.00	6,074.77	23,648.70	76,541.00	51,221.30	66.92
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	7,006.80	27,979.32	85,010.00	57,030.68	67.09
DEPARTMENT: 11033 - INST MUSIC	0.00	14,800.47	55,425.10	101,349.00	45,923.90	45.31
DEPARTMENT: 11040 - SCIENCE	280.03	30,313.45	113,475.73	368,115.00	254,359.24	69.10
DEPARTMENT: 11050 - MATH	34.12	31,689.09	121,410.58	281,490.00	160,045.30	56.86
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	45,507.53	139,991.39	305,404.00	165,412.61	54.16
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	7,656.36	30,163.37	63,902.00	33,738.63	52.80
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	5,258.17	27,118.65	79,943.00	52,824.35	66.08
DEPARTMENT: 11081 - READING	0.00	8,900.87	23,988.58	60,736.00	36,747.42	60.50
DEPARTMENT: 11082 - ESL	0.00	5,914.02	23,767.31	73,480.00	49,712.69	67.65
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	2,870.16	11,187.95	3,057.00	8,130.95-	265.97-
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	1,997.30	2,825.26	2,325.00	500.26-	21.51-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	5,502.28	46,278.14	284,182.73	612,170.00	322,484.99	52.68
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	34.27-	34.27-	0.00	34.27	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 41000 - LIBRARY	909.72	12,006.88	72,399.44	188,072.00	114,762.84	61.02
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	9,478.82	36,509.15	88,316.00	51,806.85	58.66
DEPARTMENT: 42000 - DEAN OF LEARNING S	224,034.25	57,139.26	96,508.73	1,016,174.00	695,631.02	68.46
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	19,616.59	65,639.11	159,434.00	93,794.89	58.83
DEPARTMENT: 42002 - OUTREACH	0.00	1,851.75	69,780.79	94,293.00	24,512.21	26.00
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	5,369.60	29,442.91	72,706.00	43,263.09	59.50
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	6,020.20	29,291.55	70,875.00	41,583.45	58.67
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,075.00	24,720.44	135,497.57	312,199.00	175,626.43	56.25
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	12,356.27	56,536.14	166,793.00	110,256.86	66.10
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	4,369.14	24,582.88	56,965.00	32,382.12	56.85
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	41,134.06	130,502.50	353,866.00	223,363.50	63.12
DEPARTMENT: 50030 - ADMISSIONS	0.00	13,500.92	67,320.64	155,378.00	88,057.36	56.67
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	12,770.97	64,568.53	172,257.00	107,688.47	62.52
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	5,205.66	26,918.09	70,690.00	43,771.91	61.92
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	5,584.36	14,074.63	337,256.32	768,850.68	426,010.00	55.41
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	16,525.96	74,075.23	174,392.00	100,316.77	57.52
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	17,211.77	79,549.67	163,438.00	83,888.33	51.33
DEPARTMENT: 55003 - MEN'S TRACK	0.00	6,554.06	22,672.88	67,480.00	44,807.12	66.40
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	5,546.92	18,440.56	66,972.00	48,531.44	72.47
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	13,842.03	55,255.28	123,115.00	67,859.72	55.12
DEPARTMENT: 55006 - FOOTBALL	0.00	50,846.79	280,293.25	527,283.00	246,989.75	46.84
DEPARTMENT: 55007 - BASEBALL	1,644.00	15,877.06	65,189.43	161,311.00	94,477.57	58.57
DEPARTMENT: 55008 - VOLLEYBALL	0.00	4,490.61	37,549.33	109,692.00	72,142.67	65.77
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	5,804.45	32,108.25	66,262.00	34,153.75	51.54
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	6,391.87	31,279.73	65,781.00	34,501.27	52.45

DEPARTMENT: 55012 - CHEERLEADING	0.00	9,763.21	30,566.17	63,364.32	32,798.15	51.76
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,409.23	17,045.06	42,250.00	25,204.94	59.66
DEPARTMENT: 55014 - RODEO TEAM	420.05	13,427.10	68,881.91	162,726.00	93,424.04	57.41
DEPARTMENT: 55015 - MEN'S GOLF	0.00	2,913.89	19,217.94	39,265.00	20,047.06	51.06
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	12,749.74	70,318.19	135,915.00	65,596.81	48.26
DEPARTMENT: 55020 - PEP BAND	0.00	4,165.41	24,993.71	60,037.00	35,043.29	58.37
DEPARTMENT: 61000 - PRESIDENT	1,354.05	38,903.90	227,061.37	641,658.00	413,242.58	64.40
DEPARTMENT: 61001 - BOARD OF TRUSTEES	60.00	217.90	482.15	24,840.00	24,297.85	97.82
DEPARTMENT: 61005 - ATTORNEY	10,000.00	17,561.50	71,674.06	125,000.00	43,325.94	34.66
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	4,198.75	55,908.73	399,339.47	1,333,612.00	930,073.78	69.74
DEPARTMENT: 62005 - DO NOT USE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 62010 - HUMAN RESOURCES	869.42	6,998.55	39,314.90	169,167.00	128,982.68	76.25
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,825.50	38,807.15	71,132.00	32,324.85	45.44
DEPARTMENT: 62050 - ONE-TIME PURCHASES	7,669.42	0.00	1,297.94-	69,528.00	63,156.52	90.84
DEPARTMENT: 63000 - MARKETING/PR	13,995.00	10,374.13	55,301.71	155,610.00	86,313.29	55.47
DEPARTMENT: 64000 - INFORMATION TECHNO	16,924.73	79,914.47	422,712.84	628,448.00	188,810.43	30.04
DEPARTMENT: 65000 - CENTRAL SERVICES	1,669.91	5,934.85	52,691.91	141,665.00	87,303.18	61.63
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	17,357.47	84,520.63	192,192.00	107,671.37	56.02
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	1,080.80	11,795.36	59,627.45	167,943.00	107,234.75	63.85
DEPARTMENT: 71000 - BUILDINGS	16,281.92	34,783.98	171,076.87	432,002.00	244,643.21	56.63
DEPARTMENT: 72000 - CUSTODIAL SERVICES	5,781.15	47,186.59	232,650.64	600,223.00	361,791.21	60.28
DEPARTMENT: 73000 - GROUNDS	22,355.34	28,877.34	97,480.62	322,642.00	202,806.04	62.86
DEPARTMENT: 73001 - ATHLETIC FIELDS	324.50	4,706.34	10,580.71	30,000.00	19,094.79	63.65
DEPARTMENT: 74000 - VEHICLES	5,941.07	40,094.73	109,520.21	386,719.00	271,257.72	70.14
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	12,245.99	56,910.02	193,980.00	137,069.98	70.66
DEPARTMENT: 76000 - INSURANCE	0.00	7,141.20	196,836.35	254,659.00	57,822.65	22.71
DEPARTMENT: 77000 - UTILITIES	0.00	71,756.02	298,955.97	830,000.00	531,044.03	63.98
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	0.00	24,736.31-	0.00	24,736.31	0.00
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	1,342.00-	2,500.00	3,842.00	153.68
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	0.00	23,729.00	30,000.00	6,271.00	20.90
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	6,111.00	11,000.00	4,889.00	44.45
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	6,485.00	71,944.00	151,000.00	79,056.00	52.35
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	59,768.00	106,000.00	46,232.00	43.62
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	2,128.00	0.00	2,128.00-	0.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,607.79	14,961.23	36,000.00	21,038.77	58.44

FUND: 11 - GENERAL	350,790.62	1,248,047.75	6,190,374.89	15,962,157.00	9,420,991.49	59.02
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Fiscal Year: 2019

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	5,322.07	21,152.64	59,831.00	38,678.36	64.65
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	152.97	218.29	250.00	31.71	12.68
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	7,720.28	22,920.79	43,709.00	20,788.21	47.56
DEPARTMENT: 12200 - ADN PROGRAM	0.00	24,299.45	121,045.18	312,033.00	190,987.82	61.21
DEPARTMENT: 12201 - LPN PROGRAM	50.00	25,962.16	111,913.27	293,410.00	181,446.73	61.84
DEPARTMENT: 12202 - EMT	3,836.45	22,560.46	69,724.67	184,875.00	111,313.88	60.21
DEPARTMENT: 12203 - ALLIED HEALTH	2,604.00	18,287.05	76,976.39	198,362.00	118,781.61	59.88
DEPARTMENT: 12210 - AGRICULTURE	0.00	8,291.76	20,690.82	60,998.00	40,307.18	66.08
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	13,728.10	47,883.25	106,531.00	58,647.75	55.05
DEPARTMENT: 12220 - JOHN DEERE AG TECH	75.75	17,579.37	57,068.45	180,517.00	123,372.80	68.34
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	1,493.79	7,999.26	39,322.48	85,756.00	44,939.73	52.40
DEPARTMENT: 12240 - CRIMINAL JUSTICE	2,296.70	22,397.54	53,584.46	140,903.00	85,021.84	60.34
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	7,219.85	27,700.43	76,600.00	48,899.57	63.84
DEPARTMENT: 12250 - COSMETOLOGY	0.00	18,592.08	51,635.90	125,743.00	74,107.10	58.94
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	0.00	0.00	690.00	0.00	690.00	0.00
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	0.00	1,750.00	1,750.00	100.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	30.00	43,951.00	43,921.00	99.93
DEPARTMENT: 12273 - WELDING	2,327.00	30,649.40	99,106.82	259,917.00	158,483.18	60.97
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	15,940.55	69,391.05	493,848.00	424,456.95	85.95
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	15,500.00	15,500.00	100.00
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FUND: 12 - PTE FUND	12,683.69	246,702.35	889,674.89	2,685,684.00	1,783,325.42	66.40

Fiscal Year: 2019

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,170.82	6,058.21	42,669.61	36,611.40	85.80
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	280.00	280.00	100.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	2,351.55	2,770.76	2,550.00	220.76	8.65
DEPARTMENT: 31000 - COMMUNITY SERVICE	66.00	8,621.88	9,245.88	12,138.17	2,826.29	23.28
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	0.00	150.39	150.39	100.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	148,926.15	148,926.15	297,852.30	148,926.15	50.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	0.00	711.71	711.71	100.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	492.66	3,259.79	3,030.51	229.28	7.56
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	4,028.00	1,747.28	4,739.86	17,936.77	9,168.91	51.12
DEPARTMENT: 31000 - COMMUNITY SERVICE	191.25	470.07	3,345.79	14,500.00	10,962.96	75.61
DEPARTMENT: 55007 - BASEBALL	974.40	4,049.88	10,881.50	20,000.68	8,144.78	40.72
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	9,850.00	9,850.00	100.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	795.31	1,050.04	2,473.03	1,422.99	57.54
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	426.93	426.93	1,768.22	1,341.29	75.86
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	758.68	932.98	174.30	18.68
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FUND: 14 - ADULT SUPPLEMENTARY ED	5,259.65	170,052.53	191,463.59	426,844.37	230,121.13	53.91

Garden City Community College
 Annual Budget Report Ending 11/30/18
 Options - All Statuses

Fiscal Year: 2019

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	3,489.27	12,930.29	22,615.00	9,684.71	42.82
DEPARTMENT: 94000 - STUDENT CENTER	7,355.32	12,640.09	66,684.38	218,091.00	144,051.30	66.05
DEPARTMENT: 95000 - STUDENT HOUSING	13,012.08	248,356.45	1,180,885.79	2,725,630.00	1,531,732.13	56.20
DEPARTMENT: 98000 - COSMETOLOGY	18,989.65	6,731.39	59,468.92	146,695.55	68,236.98	46.52
DEPARTMENT: 97000 - BOOKSTORE	31,705.98	9,315.49	147,003.85	434,925.00	256,215.17	58.91
DEPARTMENT: 91000 - ARENA	0.00	0.00	280.66-	0.00	280.66	0.00
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FUND: 16 - AUXILIARY ENTITIES	71,063.03	280,532.69	1,466,692.57	3,547,956.55	2,010,200.95	56.66

Fiscal Year: 2019

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	8,745.00	0.00	642.41	13,000.00	3,612.59	27.79
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	14,541.18	16,448.58	16,573.00	124.42	0.75
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	400.00	1,000.00	4,193.80	3,193.80	76.16
DEPARTMENT: 12273 - WELDING	0.00	0.00	17,406.57	123,359.25	105,952.68	85.89
DEPARTMENT: 14010 - AO-K	0.00	1,062.37	1,983.47	2,058.58	75.11	3.65
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	23.05	116.58	275.19	158.61	57.64
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.02-	1,776.22	1,776.24	0.02	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	1,489.76	1,489.76	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	514.92-	99,518.98	100,106.30	587.32	0.59
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	2,585.41	2,585.41	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	8,520.00	8,520.00	100.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	4,622.26	33,526.02	28,903.76	86.21
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	13,225.00-	13,225.00-	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	8.69	23,609.54	64,215.85	316,206.00	251,981.46	79.69
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	4,741.40	21,247.62	60,424.00	39,176.38	64.84
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	10,414.12	53,352.00	42,937.88	80.48
DEPARTMENT: 42005 - DEAN OF TECHNICAL	975.00	2,486.80	19,715.30	71,481.00	50,790.70	71.05
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	0.00	29,000.00	29,000.00	100.00
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FUND: 22 - RESTRICTED GRANTS	9,728.69	46,349.40	263,183.13	824,701.55	551,789.73	66.91

Fiscal Year: 2019

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	16,797.94	16,797.94	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	4,297.86	0.00	4,297.86-	5,450.00	5,450.00	100.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	4,550.00	4,550.00	4,550.00	0.00	0.00
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FUND: 23 - OTHER RESTRICTED FUNDS	4,297.86	4,550.00	252.14	26,797.94	22,247.94	83.02

Fiscal Year: 2019

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	750.00	887.60	750.00	137.60	18.34
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	2,389.83	10,395.15	135,196.84	124,801.69	92.31
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	9,901.55	9,901.55	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	18,873.09	67,586.18	162,461.00	94,874.82	58.40
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	1,163.05	2,710.14	4,874.00	2,163.86	44.40
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	10,162.50	45,009.53	127,202.00	82,192.47	64.62
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	3,463.89	20,968.88	0.00	20,968.88	0.00
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	37,500.00	37,500.00	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	100.00	2,770.92	12,208.53	37,500.00	25,191.47	67.18
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FUND: 24 - ADULT EDUCATION	100.00	39,573.28	159,766.01	440,385.39	280,519.38	63.70

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FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	0.00	15,965.00	15,965.00	0.00	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	10,837.38	10,837.38	984,035.00	973,197.62	98.90
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FUND: 61 - CAPITAL OUTLAY	0.00	10,837.38	26,802.38	1,000,000.00	973,197.62	97.32

Fiscal Year: 2019

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	12,939.61	92,463.26	295,316.75	505,440.47	197,184.11	39.01
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	0.00	500.00	500.00	100.00
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	0.00	0.00	2,500.00	2,500.00	100.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	0.00	500.00	500.00	100.00
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: 99001 - STUDENT NEWSPAPER	295.59	616.14	4,651.85	33,700.00	28,752.56	85.32
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	797.76	2,298.62	20,945.46	18,646.84	89.03
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FUND: 71 - ACTIVITY/ORGANIZATION FD	13,235.20	93,877.16	302,267.22	569,085.93	253,583.51	44.56

Fiscal Year: 2019

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	1,728.00	44,000.00	42,272.00	96.07
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	500.00	44,000.00	43,500.00	98.86
DEPARTMENT: 55003 - MEN'S TRACK	0.00	1,476.00	4,920.00	25,000.00	20,080.00	80.32
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	104.00	4,381.00	25,000.00	20,619.00	82.48
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	0.00	35,000.00	35,000.00	100.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	3,653.00	155,000.00	151,347.00	97.64
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	1,680.00	40,000.00	38,320.00	95.80
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	886.00	30,000.00	29,114.00	97.05
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	8,606.00	30,000.00	21,394.00	71.31
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	3,260.00	30,000.00	26,740.00	89.13
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	15,500.00	20,000.00	4,500.00	22.50
DEPARTMENT: 55013 - DANCE TEAM	0.00	852.00-	2,532.00	10,000.00	7,468.00	74.68
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	7,487.00	32,000.00	24,513.00	76.60
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	0.00	11,000.00	11,000.00	100.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	9,548.00	28,000.00	18,452.00	65.90
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	1,147.00	11,000.00	9,853.00	89.57
DEPARTMENT: 11030 - ART	0.00	0.00	6,400.00	12,000.00	5,600.00	46.67
DEPARTMENT: 11031 - DRAMA	0.00	1,500.00-	4,375.00	9,000.00	4,625.00	51.39
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	800.00-	4,550.00	15,000.00	10,450.00	69.67
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	34,650.00	80,000.00	45,350.00	56.69
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	0.00	5,782.00	5,000.00	782.00-	15.63-
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	12,330.00	20,000.00	7,670.00	38.35
DEPARTMENT: 81005 - TUIT WAIVER FCBS	0.00	1,154.00	16,256.00	21,000.00	4,744.00	22.59
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	4,314.00	11,000.00	6,686.00	60.78
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	418.00-	154,485.00	743,000.00	588,515.00	79.21

Garden City Community College
11/30/2018

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 81,447.04	0.0000%
State Municipal Invest. Pool	\$ 137,083.08	1.7500%
Landmark National Bank	<u>\$ 1,731,288.79</u>	2.2100%
	\$ 1,949,818.91	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
American State Bank	CD	\$ 1,000,000.00	2.1200%	6/22/2018	12/22/2018
FNB of Garden City	CDARS	\$ 1,000,000.00	1.8700%	1/26/2018	1/26/2019
FNB of Garden City	CDARS	\$ 1,000,000.00	2.3800%	8/8/2018	2/8/2018
Commerce Bank	CD	\$ 1,000,000.00	1.9000%	2/13/2018	2/13/2019
American State Bank	CD	<u>\$ 1,000,000.00</u>	2.3600%	6/22/2018	6/22/2019
		\$ 5,000,000.00			
 Total		 <u><u>\$ 6,949,818.91</u></u>			

Agenda No: II-D

Date: December 11, 2018

Topic: Approval of the addition of a location for possession and consumption of cereal malt beverages and alcoholic liquors in designated areas for special events

Presenter: Dr. Ryan Ruda

Background Information:

In 2014 the locations listed below were approved as designated areas for the possession and consumption of adult beverages at special occasions during the year, such as VIP holiday receptions, and philanthropic events in which adult beverages could be served.

1. Endowment Room, Atrium, and Portico area of the Beth Tedrow Student Center,
2. DPAC: Hall of Fame Room with office suite, meeting room #1006, and main gym,
3. Broncbuster Multi-Sports Complex Tailgate area (fenced area northwest section of complex) and two designated field viewing boxes,
4. President’s Lobby and Conference Room in Student and Community Services Center (SCSC).
5. President’s office suite in the Student and Community Service Center (SCSC) April 2017.

Administration requests approval of the addition of the Cafeteria in the Beth Tedrow Student Center (BTSC) to approved locations for consumption and possession of adult beverages.

Budget Information:

No cost

Recommended Board Action:

Approve recommendation to add Cafeteria to the approved

Board Action Taken: _____Approved _____Disapproved
_____Ayes _____Nays _____No Action

Board Member Notes:

Agenda No: III-C-1

Date: December 11, 2018

Topic: Proposed Addition to General Executive Constraints

Presenter: Dr. Ryan Ruda/Dr. Marilyn Douglass

Background Information:

Proposed addition to General Executive Constraints, #1.

The President shall not fail to maintain compliance of policies regarding sexual misconduct by Garden City Community College employees, and/or students.

Budget Information:

No cost

Recommended Board Action:

Approve proposed addition to General Executive Constraints

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

Board Member Notes:

Incidental Information December 2018

Vice President for Administrative Services/CFO, Karla Armstrong

Payroll:

- Organized and supervised the Section 125 Open Enrollment for all full time employees
- Met with mentor to discuss Payroll Department Review process
- Review of ACA measurement and reporting process for 2018 reporting
- Processed one new employee, two transfers, and two resignations
- Processed two regular payrolls for November 9 and two regular payrolls for November 16 for a total of 404 employee

Human Resources

Human Resources has assisted with the hiring of many positions such as Coordinator of Online Services, Director of Human Resources, Records Assistant, and Head Football Coach. We have many new employees beginning in January. We have been working hard to fill our positions in an adequate amount of time.

Human Resources has also been assisting with the social events occurring in the month of December such as the GCCC Employee Annual Holiday Luncheon held on December 7, 2018 and the Campus Wide Holiday Potluck held on December 10, 2018. These events are important for the employees to interactive with one another on a personal level to continue to build a better working relationship.

Operations:

- Scheduling onsite visit with P.E.C. Engineering to discuss energy audit and infrastructure project prioritization. Further development of master facilities planning.
- Received quote for pole base installation and pole erection at Williams stadium. Researching other options for installation of light pole or replacement.
- Met with Johnson Controls for ammonia chiller revival. Heat exchanger stainless steel plates need replaced. Waiting for a quote.
- Coordinating fall remodels with Faculty and Staff.
- Modifying Master Facilities Plan.

Maintenance:

- Remodeled old security offices. New ceiling tile, painted all walls, striped carpet, then replaced with new carpet. Also added new cove base.
- Set up and tear down tailgate parties at football games.
- Help tear down chairs and tables at the 3i building for CVB.
- Replace a considerable amount of ceiling tile in DPAC.
- Install new ceiling tile in the portico.
- HVAC - continuing to repack valves across campus for the hot and cold water loop lines.
- Replaced a commercial hot water heater in the unit 4.
- Continuing to keep work orders at a minimum to 10 to 15 outstanding.

Information Technology:

- 40 access points have been configured and placed around campus.
- Replacement of faculty machines and docking stations in the classrooms is continuing.
- We received the newly released Windows Server 2019 and Microsoft Office 2019 and are beginning to test and configure them for rollout next year.
- Continue progress on completing outstanding work orders.
- Received quotes for campus external cameras.
- Advertising for a Computer Technician position in the department.

Grounds:

- Turned off all campus irrigation valves and sprinklers
- Blew out all irrigation lines.
- Assisted Transportation with fleet repair and transport
- Snow removal
- Laid down ice melt in the mornings.
- Repaired all campus pot holes.
- Work Orders.
- Mowing, weed eating, edging curbs and sidewalks.
- Laid down Winterizer to prepare for colder temperatures.
- Trim Trees, pick up limbs.
- Cleaned out gutters.
- Did dirt work at BTSC.

Custodial:

On campus events custodial coverage:

- Scheduled women's & men's BB games
- December 7 main gym high school basketball round ball classic
- Christmas vespers concert
- Guitar concert
- December 8 & 9, Soccer fundraiser event held in practice gym
- December 8 Ag contest held in Vocational building
- December 15, Set –up Mosaic X- mas party held in cafeteria

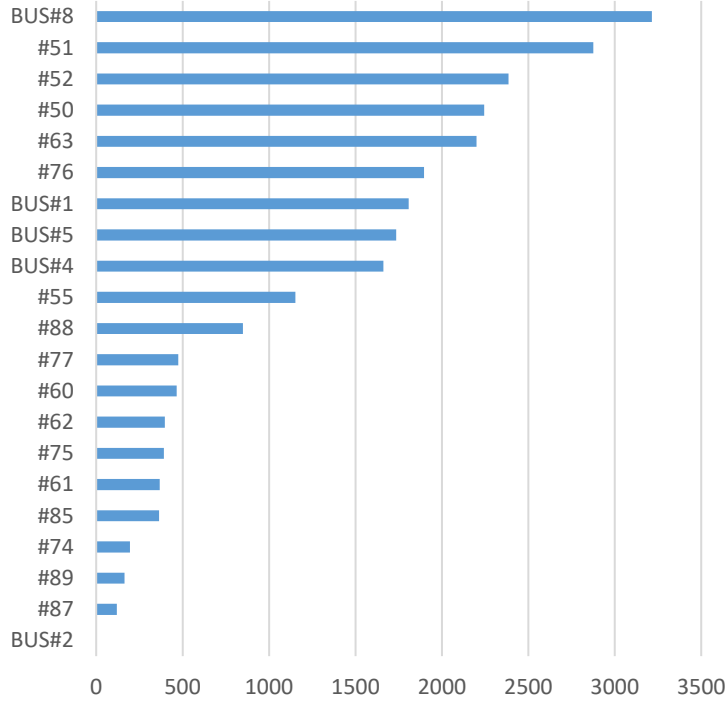
Set-Ups:

- Endowment room HLC luncheon
- Monthly Board meetings
- Scheduled meetings
- Completed all custodial work orders.

Transportation:

- November was a good month, no major incidents, just scheduled oil changes and other preventative maintenance actions.
- Our Drivers transported over 2000 people between the Finney County Fairgrounds and Buffalo Dunes golf course on Saturday November 10th for the National Cross Country meet. The Mobile Classroom was used as a command post for the Convention and Visitors Bureau at the event.
- Bus #4, 1989 MCI 102E, had body work and paint repairs done before taking the band to Pittsburg KS.
- The only failure on the road was the starter on Van #76, 2004 GMC Savanna that Football was using in Pittsburg KS. This was quickly replaced.
- The bus drivers meeting on November 15 went well and all of the trips that have been requested for the 2019 sports season are covered.

Distance Traveled (mi)



Benchmarks: **INDUSTRY BENCHMA...**

Date Range: **Nov to Dec, 2018**

View by:

- Vehicle
- Vehicle Group
- Driver
- Driver Group

Vehicle Weight:

All

Vehicle

All

Coming Soon

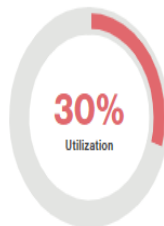
Attribute:

None

Fleet Utilization Analysis

Utilization

30%



Benchmark

Previous 3 Month Avg.

35%

↓ -5%

Drive Time (hrs)

Vs Previous Period

4,982

↑ 2%

Idle Time %

Vs Previous Period

19%

— 0%

Mileage

Vs Previous Period

266,499

— 0%

of Trips

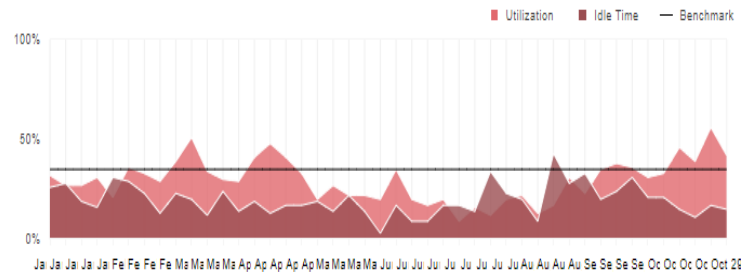
Vs Previous Period

8,392

↑ 19%

Weekly Analysis

Select a data point on chart to see details



Vehicle	Year Make Model	Distance Traveled (mi)
#50	2012 FORD FUSION	2,244.40
#51	2012 FORD FUSION	2,876.00
#52	2012 FORD FUSION	2,385.70
#55	2017 CHEVROLET IMPALA	1,153.30
#60	2011 DODGE GRAND CARAVAN	465.9
#61	2011 DODGE GRAND CARAVAN	367
#62	2016 DODGE GRAND CARAVAN	397.8
#63	2016 DODGE GRAND CARAVAN	2,200.30
#74	2005 CHEVROLET EXPRESS	195.8
#75	2005 CHEVROLET EXPRESS	390.9
#76	2004 GMC SAVANA	1,896.00
#77	2013 FORD E-SERIES WAGON	474
#85	2009 DODGE GRAND CARAVAN	363.2
#87	2009 DODGE GRAND CARAVAN	119.9
#88	2009 DODGE GRAND CARAVAN	848.1
#89	2010 DODGE CARAVAN	164.1
BUS#1	2012 MCI J 4500	1,808.40

Ryan Ruda, Interim President/Vice President for Instruction/Student Services:

Admissions

- Admissions has received 196 applications for the month of November.
- GCCC is once again hosting the Hi-Plains tourney in January 17-19, 2019. Admissions will have a table display full of information and will encourage all staff and faculty to be present at the table to recruit for their program.
- Christmas cards are going out to prospective students. And lots of follow up to recruits about their plans and helping them with their college decisions. Sending out postcards/emails to prospects.
- Held enrollment days for GCHS December, early graduates. So far, we have had 24 early grads enroll for the Spring term. We are still contacting others to try to get them in to meet with an advisor to enroll.
- We also spoke to the Alternative High JAG class about GCCC.
- In November, we had 44 campus visitors...a very busy month!
- On November 13, we participated in a virtual visit with Lawrence High School students. The school counselor put together a visual online chat room and GCCC and four other community colleges presented about our schools with our PowerPoint. We then separated into different online home rooms to speak with students privately and answer their questions about programs, etc. We did two shirt giveaways for students attending virtual schools across Kansas. There were two students from Garden City who attended the visit.
- The Dodge City High School will be hosting an Education Camp Day, January 30. We will be presenting sessions on "Planning for College".
- Hugoton will also be hosting a career/job fair in January. They have asked that admissions and our John Deere program present.

Advising

Advising has been very busy enrolling students for the Spring semester.

Health Nurse

- Attended the Heartland Campus Safety Summit- November 14-15
- Holiday Depression Event December 4

Upcoming events:

January 2019

Finney County Health Department STI Awareness

Financial Aid

Melinda Harrington, Director of Financial Aid recently attended the Annual FSA Training Conference in Atlanta Georgia. Below please find the annual conference summary for your review.

ANNUAL FSA TRAINING CONFERENCE SUMMARY

Each year Federal Student Aid hosts an annual training to give Financial Aid Administrators the opportunity to hear from Department of Education officials on ongoing initiatives and regulatory effort, as well as current training on a vast array of industry specific topics. This year the training took place at the Georgia World Congress Center Building in downtown Atlanta, Georgia. As mentioned in Deborah's announcement above, the Department of Education provided updates on a couple of verification changes in an effort to mitigate the burden the process places on students who have been selected. James Manning shared that students selected for verification is at a historical high with statistics showing schools on average have 30 percent of students selected, though Manning admitted for many institutions that number is even higher. He communicated that these changes came as a direct reflection of institutional feedback as recently as two days prior to the conference. However, it became evident throughout the conference that the announcement of the verification changes was all that would be shared and there was very little clarification or expansion on the topic in the following sessions. DJA is hopeful that more information will come in the upcoming Electronic Announcement that is touted to arrive soon.

Secretary of Education, Betsy DeVos truly set the tone for the conference in her keynote address when she declared a "crisis in higher education" and raised a red warning flag for students and American taxpayers in regards to the student federal loan debt. DeVos stated that the problem is one that requires change from all involved- the Government (the lender), the schools (the administrator) and the students (the borrower). Currently, FSA only requires schools to counsel the student twice regarding their federal student loan- once when the loan is taken out and once when the loan is due. DeVos outlined four core principles that must address in order for effective action to take place:

- 1) People- are our greatest national resource. Every individual deserves an opportunity to pursue an education that is the best fit for them.
- 2) Innovation **MUST** be unleashed and we have to provide an environment supportive of it.
- 3) We need to provide more accessible information to students.
- 4) Nothing is **FREE**- students must understand that the somewhere, someone is paying.

The Government must step up to be a more responsible lender. Schools have to inform students of the responsibility they have when they borrow federal student loans. Lastly, students must equip themselves with the knowledge to become a better consumer.

DeVos also took great pride in the NextGen initiatives and the implementation of the Mobile FAFSA App. Throughout the conference, Government officials shared the purpose of the NextGen initiative is to modernize FSA, create brand unity and increase the customer service experience for both borrowers and FAA's. NextGen aims to support innovation and change in our industry, right-size and clarify regulations to all involved parties and establish a unified system interface.

- Session in regard to best practices in communicating with students- which is always a challenge in our office. I gained some great ideas moving into the new FAFSA year.
- Institutional Eligibility- very informative and good session- this year I re-apply for recertification for PPA with Department of Education.
- Felt pretty comfortable with most sessions I attended....I know our policy and procedures could use some work... as always!

Student Government Association

SGA is working hard to prepare for the MLK Jr. Celebration on Monday, January 21. This event will be held in the Conestoga Arena at 10:30 am. Our keynote speaker is Bryan Terrell Clark. Bryan Terrell Clark shares life-changing lessons from his career on Broadway and work in arts education and philanthropy to empower young people to leave their mark on the world. Bryan is a rising actor and singer-songwriter, known for his starring role as George Washington in “Hamilton: An American Musical” on Broadway. He has also starred in the iconic role of Marvin Gaye in “Motown: The Musical,” as well as in Broadway’s acclaimed "Fences.” His numerous TV credits include Fox’s “Empire.” Musically, he has written for such artists as Jussie Smollett and Mary J. Blige, and he has performed with Brandy, Patti LaBelle, Ciara, and Michael Bublé. He is now in the studio recording his solo album. In 2017, he co-founded the philanthropic lifestyle brand inDEFINED, created to inspire and teach youth through the arts.

In keeping with the theme of his life’s work, Bryan has made it his mission to help as many young people as possible find their unique purpose in life. He connects his experiences on Broadway and the entertainment industry to relatable, real-life issues, like tackling insecurity and finding motivation, while inspiring audiences to use their past to fuel their future and discover the best version of themselves.

SGA is also finalizing the details of Buster Bikes and hopes to have it up and running soon. We are collaborating with MountainHawk to purchase the bike rack, get the rack painted, have the bikes painted, and produce signage.

SGA collected donations for Campus Closet at the end of the semester. We had an incredible amount of donations, around \$400 worth of items, that we are excited to donate.

Student Support Services

Student Support Services had its annual December Graduate Reception yesterday, Wednesday, December 5. SSS has eleven December graduates. Last week, we had a presentation from the Fort Hays State University Admissions and Higher Educational Opportunity Center. We will be working on several workshops and events for the spring semester including a Newman University outreach program presentation, a TRIO Day observance, personal health workshop, and a personal nutrition workshop. Staff members are also working on a visit to both the K-State Polytechnic Campus in Salina and the main campus in Manhattan.