

February 8, 2019

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, February 12, 2019**. 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. Report from Student Government Association
- D. Report from Faculty Senate
- E. Discussion of public comments
- F. Open comments from the public (5 minutes per spokesperson)
- G. President’s Report
- H. Discussion of proposed sale of land (510 N. Campus)

I. EXECUTIVE SESSION.....NO BINDING ACTION

Consultation with the attorney for the Board of Trustees on matters that would be deemed privileged in the attorney-client relationship, specifically discussion of claims and liability.

II. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (January 8, 2019).....pg. 4
- B. Approval of personnel actions-Human Resources..... pg. 13
 - B-1 Human Resources Report.....pg. 14
 - B-2 Adjunct/Outreach Contracts.....pg. 15
- C. Financial information.....pg. 29
 - C-1 Checks processed in excess of \$50,000.....pg. 30
 - C-2 Revenues.....pg. 31
 - C-3 Expenses.....pg. 33
 - C-4 Cash in Bank.....pg. 39
- D. Approval of 2019-2020 Tuition, Fees, Room and Board pg. 40
- E. Resolution 2019-1 Withdrawal from EduKan Agreement..... pg. 45
- F. Extension of Great Western Dinning Contract pg. 47
- G. Approval of Hydronic HW Pipe Replacement (South Tunnel)..... pg. 48
- H. Approval Mechanical South Tunnel Cap Replacement Project 2019..... pg. 50
- I. Approval of Professional Service Provide.....pg. 52
 - College Attorney Randy Grisell
 - College Architect Gibson Mancini Carmichael & Nelson P. A.

III. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS **Consensus Approval**
 - A-1a Bi-Annual, Executive Limitations, Asset Protection #5 pg. 53
 - A-2b Bi-Annual, Executive Limitations, Essential Skills..... pg. 54
 - A-3c Annual, Executive Limitations Personal Enrichment..... pg. 59
- B. Review Monitoring Report
 - B-1a Annual, Executive Limitations, Information and Advice
 - B-1b Annual, Executive Limitations, Asset Protection
- C. Board Process and Policy Governance Review

IV. OTHER:

- A. Incidental Information.....pg. 64
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT
- D. Report on HLC

V. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

February 18	President’s Day, campus closed, no classes
March 11-15	Spring Break, no classes, offices closed March 15-16
March 12	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room (move to March 19 due to spring break)
April 9	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
April 19 & 22	Campus Closed, No Classes, Easter Break
May 3	Commencement. 7:00 p.m., Conestoga Arena
May 6-10	Finals
May 27	Campus Closed, No Classes, Memorial Day

VII. EXECUTIVE SESSION.....NO BINDING ACTION

Consultation with the attorney for the Board of Trustees on personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy, specifically Contract Responsibilities.

VIII. INSTITUTIONAL GOVERNANCE

IX. ADJOURNMENT

Dr. Ryan Ruda.
Interim President

Dr. Blake Wasinger
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
January 8, 2019**

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

Others Present: Karla Armstrong, Vice President for Administrative Services/CFO
Craig Atkinson, Community Member
Debra Atkinson, Deputy Clerk
Eugene Atkinson, Community Member
Maxine Atkinson, Community Member
Colton Bartlett, SGA Representative
Brenda Barrett, GCCC Research Analyst
Josh Brewer, GCCC Head Strength and Conditioning Coach
Aaron Cheatwood, GCCC Assistant Football Coach
Dallas Crist, GCCC Payroll Coordinator
Theresa Dasenbrock, Lewis, Hooper & Dick LLC
Jerry Dominguez, GCCC Defensive Coordinator
Mark Douglass, Community Member
Toni Douglass, Community Member
Chief Rodney Dozier, GCCC Chief of Police
Callie Dyer, Director of Live Well Finney County Health Coalition
Julie Farr, Administrative Assistant/Technical Building
Amber Friend, *Garden City Telegram*
Donna Gerstner, Community Member
Hayden Goudy, GCCC Campus Safety Officer
Will Harris, GCCC Assistant Football Coach
Phil Hoke, Drama Instructor/Faculty Senate
Sophia Hernandez, Dance Coach
Tammy Hutcheson, Instructor Social Science
Shawn Hutcheson, Community Member
Clara Jackson, SGA President
Andrew Knoll, IT Network Manager
Aaron Kucharik, Community Member
Colin Lamb, Dean of Student Services/Interim Athletic Director
Jean Lamfers, Attorney
Robert Lewis, Attorney
Barb Larson, Community Member
Robert Larson, Community Member
Carol Lee, Community Member
Terry Lee, Community Member
Craig Lurtz, Transportation Coordinator
Louise Lurtz, Records Assistant
Jacquelyn Messinger, VP Institutional Effectiveness & Accountability
Tom Minnick, GCCC Head Football Coach
Kathy Nance, Community Member
Mark Nance, Community Member
Deb Nicholson, Comptroller
Michael Orthmann, GCCC Offensive Coordinator
Lon Pishny, Community Member
Chuck Pfeifer, Dean of Workforce Technology

Vicky Reyes, Coordinator of Online Services
Dr. Ryan Ruda, Interim President
Lauren Rockhold, Coordinator-Student Activities
Tiffany O'Rourke, Lewis, Hooper & Dick, LLC
Ryan Ruda, Vice President of Instruction/Student Services
David Rupp, Community Member
Kristin Sekavec, Lewis Hooper & Dick, LLC
Roman Simon, Paramedic Instructor
Ashley Salazar, Director of Public Relations
Lecia Sims, Coordinator Distance Learning/Instructional Design
Tammy Tabor, Director of Enrollment Management
Phil Terpstra, Dean of Academics
Nancy Unruh, Registrar
Susan Waller, Community Member
Zach Worf, Community Member

CALL TO ORDER:

Chair Martinez called the regular board meeting to order at 6:00 p.m.
Chair Martinez welcomed faculty and staff back from holiday vacation and wished all a good semester.

INTRODUCTION OF NEW EMPLOYEES:

Colin Lamb, Dean of Student Services/Interim Athletic Director, introduced new employees Tom Minnick, Head Football Coach, Jerry Dominguez, Defensive Coordinator, Michael Orthmann, Offensive Coordinator, Will Harris, Assistant Football Coach, Aaron Cheatwood, Assistant Football Coach, Josh Brewer, Head Strength and Conditioning Coach, and Louise Lurtz, Records Assistant. Phil Terpstra, Dean of Academics, introduced new employee Vicky Reyes, Coordinator of Online Services. Chuck Pfeifer, Dean of Workforce Technology, introduced new employees Julie Farr, Administrative Assistant in the Technical Building, and Roman Simon, Paramedic Instructor. Jacquelyn Messinger, VP Institutional Effectiveness & Accountability, introduced new employee Brenda Barrett, Research Analyst.

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

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.

Live with Dr. Ryan Ruda at Klaus Wood Pellets:

Dr. Ruda reported that on December 14, Ryan Klaus with Klaus Wood Pellets, Dr. Clint Alexander, and himself participated in a LIVE Facebook event to promote the partnership that has developed between our organizations. Klaus Wood Pellets has been selling Buster Red Meats out of their retail location for over a month with much success. The Facebook event allowed for both GCCC and Klaus Wood Pellets to engage the community and highlight services and products. Dr. Clint Alexander spent several minutes discussing the Meats Judging team and the unique packaging techniques that Buster Red Meats use to deliver high quality, great tasting products. The college also announced changes in business hours which include extending service hours on Thursdays until 7 pm for student services and the business office.

Recruiting at Deerfield High School:

Dr. Ruda was excited to share that GCCC has been active with high school recruiting events and connections. December 13 admissions, faculty, and staff sponsored popcorn and a recruiting table during the basketball

games at Deerfield High School. Scholarships were given away at both games, and many students and parents visited with GCCC employees about the opportunities available at the college.

Kansas Future Farmers of America Southwest District:

Dr. Ruda reported that on December 14, GCCC hosted high school students from various schools in Southwest Kansas as the Southwest District of the Future Farmers of America competed in the Parliamentary Procedures and Ritual Contest in the John Collins Vocational Technical Building. GCCC Ag Instructor, Cindy VenJohn is very active with the Kansas FFA and instrumental in coordinating this event. FFA has scheduled their next event at GCCC on January 30.

Holcomb High School KAY Club:

Dr. Ruda shared that the GCCC Campus Closet is grateful for the kind donation of canned foods from the Holcomb High School's KAY Club. Students from the club donated items on December 21, just in time for Christmas. Holcomb High School's KAY Club sponsor is Mr. Steven Miller, husband of GCCC's Admissions Representative, Susan Miller.

Mary Jo Williams Grants:

Just before the Christmas Break, Endowment Director Jeremy Gigot, announced the funding of six (6) requests from college faculty and staff by the Mary Jo Williams Charitable Trust.

The following requests were funded by Mary Jo Williams Charitable Trust. The total value of the requests is \$83,191.77. This is up from last year by \$3,033.39

The Mary Jo Williams Comprehensive Learning Center funded the request of \$20,000 to install additional private study cubicles and to replace three (3) cracked tables in the private study rooms.

Sheena Hernandez, English Instructor, and Phil Hoke, Fine Arts Department funded the request of \$14,329.75 to purchase display cases, tables, stools and related furnishings to transform the Pauline Joyce Fine Arts lobby and adjoining classroom into multiple-use spaces for education, individual studying, art displays and an event center.

The John Deere Ag Tech program funded the request of \$8,750.00 for the purchase of an EDP-100 Dynamometer Package, twenty (20) Predator 6.5 HP Gas Engines, and a mobile roller cabinet to store the equipment and serve as the dynamometer mobile mount.

The GCCC Automotive Technology Programs funded the request of \$13,338.53 to purchase new tools and equipment for each of the six tool stations in the Repair Lab.

The GCCC Continuing Education Program, in conjunction with the Graphic Design and Media Studies/Journalism programs funded the request of \$10,146.90 for the purchase of five (5) 27" Apple iMac computers with the Applecare+ warranty and service contract.

The GCCC English Department funded request of \$16,626.59 to be used for the purchase of thirty (30) Samsung Chromebook Plus 12.3" laptop computers and one (1) Chromebook cart for transport, storage and charging.

Dr. Ruda took a few moments to express his appreciation for the partnership and the host of opportunities that Mary Jo Williams Charitable Trust provides for GCCC and our students.

Upcoming Events:

Martin Luther King Jr. Day Ceremony:

On Monday, January 21, Student Government Association will host GCCC's annual Martin Luther King Jr. Day celebration at 10:20 a.m. in the Conestoga Arena of the Dennis Perryman Athletic Complex. The key note speaker this year is Mr. Bryan Terrell Clark. Bryan is a well-known Broadway Star, starring in the

role of George Washington in the hit musical *Hamilton*. Bryan seeks to inspire audiences to become the best version of themselves.

JUCO Product Scholarship Giveaway:

Dr. Ruda announced that Friday, February 1, the Bronbuster Bookstore will host a Facebook Live Scholarship giveaway for current GCCC students. The scholarships are provided by JUCO Product, an apparel and merchandise brand, developed by a former Bronbuster athlete. The brand celebrates the JUCO story. JUCO Product's owners will be on campus that day to award the scholarships to the winners on a Facebook Live Stream. Students can watch Facebook for announcements on how to enter the scholarship contest leading up to the February 1 give away. Bronbuster Bookstore is also offering hand-crafted Bronbuster jewelry, as well.

Chair Martinez thanked Dr. Ruda for his report.

OPEN COMMENTS FROM PUBLIC:

Chair Martinez noted that five individuals had registered to address the Board. Callie Dyer, Director of Live Well Finney County Health Coalition, encouraged GCCC Board members to reconsider making GCCC a smoke free campus as the legal age for purchase of tobacco products has changed to 21 in Finney County. Toni Douglass, Community Member, Jean Lamfers Attorney, Robert Lewis, Attorney, and Rodney Dozier, GCCC Chief of Police speaking as a community member each voiced their concerns and opinions regarding various issues.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Clara Jackson, SGA President and Colton Bartlett, SGA Representative reported the following: Garden City Community College SGA student leadership attended the Association for the Promotion of Campus Activities (APCA) conference November 7-11 in Chicago. Many times a year APCA hosts leadership development workshops and campus planning conferences. The mission of the APCA is to promote campus engagement through quality educational experiences, affordable entertainment and community service initiatives.

SGA representatives attended sessions that afforded the opportunity to learn about helping sexually and culturally diverse campus populations feel more included, using social media more effectively to publicize SGA/campus events, and putting on events that will make GCCC memorable. Both Jackson and Bartlett considered the conference to be beneficial as members learned new and insightful information regarding various campus events, and the conference stimulated ideas that could benefit GCCC. Cultural diversity was the focus of the conference and members learned that many colleges are starting Diversity Clubs. As diversity is a huge part of GCCC a club like this could help our student population feel more included.

Jackson and Bartlett thanked the Garden City Community College Board of Trustees for the opportunity to attend the conference.

Jackson went on to share that a speaker has been secured for Martin Luther King Jr. Day celebration, scheduled for January 21, 2019. The event begins at 10:30 a.m. in the Conestoga Arena of the Dennis Perryman Athletic Complex. GCCC Student Government Association will welcome guest speaker Bryan Terrell Clark for this event. Clark is well known for his performance in the Broadway production *Hamilton: An American Musical*, where he portrayed George Washington. This event is free and open to the public.

Upcoming events for consideration:

Casino Night	SGA is discussing the best date
Earth Day	April 22, 2019 has been tentatively set for this event
Suicide Awareness	May 6, 2019

Chair Martinez thanked Jackson for her report.

REPORT FROM FACULTY SENATE:

Phil Hoke, Drama Instructor/Faculty Senate, reported that faculty were focused and optimistic about the Spring semester. Many faculty are excited about working with Ashley Salazar, Director of Public Relations on the Centennial Celebration for Garden City Community College. Hoke went on to express his appreciation to the Board for the hospitality shown toward him during the Professional Development special sessions for the GCCC Board of Trustees in December.

Hoke reported that the Senate had concerns regarding the investigative report that addressed the college's work environment and the conduct of the former president. Hoke went on to voice a request to open up lines of communication between the Board and the faculty, perhaps in an executive session where two or three board members could join Faculty Senate to discuss common goals, opinions, create and collaborate on ideas and perhaps come to shared resolutions regarding concerns.

Trustees thanked Hoke for his report.

REPORT FROM LEWIS, HOOPER AND DICK, RE: 2017-2018 AUDIT:

Ms. Theresa Dasenbrock and Kristin Sekavec presented a PowerPoint highlighting the 2017-2018 audit. They issued an unmodified opinion, reported no questioned costs on federal funds and programs. The audit had no material weaknesses or significant deficiencies.

The report included audits for the Garden City Endowment Association and the Broncbuster Athletic Association. (Supporting documents filed with official minutes)

Chair Martinez expressed appreciation to GCCC staff for the successful audit and to Ms. Dasenbrock for their professionalism during the audit process.

DISCUSSION OF PRESIDENTIAL SEARCH:

Chair Martinez reported that a proposal for an outside presidential search has been received from the Association for Community College Trustees and that he has emailed to all Trustees and Interim President Ruda. Trustee Crist will contact Highland Community College regarding an in house presidential search as they have just completed one of their own.

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:

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

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

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (December 11, 2018, December 14, 2018, December 15, 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.)

(D) APPROVED GCCC 2017-2018 AUDIT, as presented

The annual financial audit was conducted by Lewis, Hooper & Dick, LLC. The audit includes the Garden City Endowment Association and the Broncbuster Athletic Association.

(Supporting documents filed with official minutes.)

ORGANIZATION OF OFFICERS – BOARD OF TRUSTEES 2018

Chair Martinez opened the floor for nominations for Chair of the Board of Trustees for the 2019-2020 year.

Crist nominated Wasinger, Worf seconded the nomination, and the following motion was made:

Motion:

Crist, moved, seconded by Worf that nominations cease and Wasinger be elected as Chair of the Board for the 2019-2020 year.

Ayes: Crist, Douglass, Hitz, Martinez, Worf

Abstaining: Wasinger

Nays: None

Motion carried: 5-0

Chair Martinez opened the floor for nominations for Vice Chair of the Board of Trustees for the 2019-2020 year.

Crist nominated Worf, Wasinger seconded the nomination, and the following motion was made:

Motion:

Crist, moved, seconded by Wasinger that nominations cease and Worf be elected as Vice Chair of the Board for the 2019-2020 year.

Ayes: Crist, Douglass, Hitz, Martinez, Wasinger

Abstaining: Worf

Nays: None

Motion carried: 5-0

Chair Martinez opened the floor for nominations for Clerk of the Board of Trustees for the 2019-2020 year.

Douglass nominated Crist, Martinez seconded the nomination, and the following motion was made:

Motion:

Douglass, moved, seconded by Martinez that nominations cease and Crist be elected as Clerk of the Board for the 2019-2020 year.

Ayes: Douglass, Hitz, Martinez, Wasinger Worf

Abstaining: Crist

Nays: None

Motion carried: 5-0

The gavel was passed to newly elected Chair, Dr. Blake Wasinger.

Dr. Ruda took this opportunity to recognize and thank Steve Martinez for his service as a Chair of the Board of Trustees for Garden City Community College from 2016-2018. Dr. Ruda presented Martinez with a Gavel Plaque recognizing his distinguished service to the college.

Chair Wasinger opened the floor for nominations for Kansas Association of Community College (KACCT) Trustee Representative for the Board of Trustees for the 2019-2020 year.

Worf nominated Crist, Douglass seconded the nomination, and the following motion was made:

Motion:

Worf, moved, seconded by Douglass that nominations cease and Crist be elected as KACCT Representative for the GCCC Board of Trustees for the 2019-2020 year.

Ayes: Douglass, Hitz, Martinez, Wasinger Worf

Abstaining: Crist

Nays: None

Motion carried: 5-0

Chair Wasinger opened the floor for nominations for Finney County Economic Development Corporation Representative for the Board of Trustees for the 2019-2020 year.

Worf nominated Martinez, Douglass seconded the nomination, and the following motion was made:

Motion:

Worf, moved, seconded by Douglass that nominations cease and Martinez be elected as Finney County Economic Development Corporation representative for the GCCC Board of Trustees for the 2019-2020 year.

Ayes: Crist, Douglass, Hitz, Wasinger Worf

Abstaining: Martinez

Nays: None

Motion carried: 5-0

ANNUAL APPOINTMENTS:

Chair Wasinger then asked for a motion approving Annual Appointments, Depositor Designations, Authorized Signatures, and Professional Services Providers as listed below.

Annual Appointments

Secretary to the Board

Deputy Clerk

College Treasurer

Designated Agent for KPERS

Alternate Designated Agents for KPERS

Designated Endowment Representative

Ryan Ruda

Debra Atkinson

Karla Armstrong

Dallas Crist

Karla Armstrong

Dr. Marilyn Douglass

Depositor Designations:

Primary Depository for 2019

Commerce Bank

Other Depositories for 2019

Western State Bank

Valley State Bank

First National Bank of Garden City

Landmark National Bank

American State Bank

Garden City State Bank

State of Kansas Municipal Investment Fund

Authorized Signatures:

Dr. Ryan Ruda	Garden City Community College, Interim President
Karla Armstrong	Garden City Community College, Vice President for Administrative Services/CFO
Debra J. Atkinson	Garden City Community College, Executive Assistant to the President
Debra S. Nicholson	Garden City Community College, Comptroller

Professional Service Providers:

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

A brief discussion regarding Professional Service Providers took place. GCCC will continue with current services providers until next month. At that time consideration will be given to the service providers and the selection process.

Motion:

Worf moved, seconded by Martinez to accept Appointments, Depositor Designations, Authorized Signatures and Professional Service Providers as presented.

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

Nays: None

Motion carried: 6-0

MONITORING REPORTS and ENDS REPORTS:

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

Bi-Annual, Executive Limitations, General Executive Constraints, #6, #7

Annual, Executive Limitations, Information and Advice, #2, #3, #5

Annual, Executive Limitations Asset Protection, #1, #2, #3, #4, #6, #7

Trustees agreed to accept the monitoring reports as presented.

REVIEW OF MONITORING REPORTS:

No monitoring reports were scheduled for review.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

No Policy Governance review was scheduled.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION (FCEDC):

Trustee Martinez reported the following:

- FCEDC continues working diligently on solutions for the childcare needs of the community.
- GCCC is a primary partner in the Maker Space initiative.
- FCEDC continues to work on manufacturing and industrial projects.
- Garden City Community College's continued effort to survey what community needs are is much appreciated.
- Finney County Economic Development Corporation will have their Annual Meeting January 9, 2019 in the Endowment Room, Beth Tedrow Student Center.

REPORT FROM KANSAS ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (KACCT):

Trustee Crist reported the following:

- Trustee Crist reported that there are two new members on the Kansas Board of Regents, Mark Hutton and Allen Schmidt.
- Funding will be the largest issue facing KACCT.

REPORT ON HIGHER LEARNING COMMISSION (HLC):

Jacquelyn Messinger, VP Institutional Effectiveness & Accountability, reported that Institutional Actions Council hearing will be either two weeks before the Higher Learning Commission Annual Conference or two weeks after. Messinger reiterated that no news is good news and that it would be June or July before any official notification would be sent.

OWNERSHIP LINKAGE:

No report was given.

CALENDAR DATES:

Chair Wasinger reviewed calendar dates with Trustees.

EXECUTIVE SESSION:

Motion:

Crist moved, seconded by Douglass to go into executive session for fifteen (15) minutes, at 8:00 p.m., to discuss confidential employee information 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. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in 15 minutes (8:15 p.m.). No Binding Action will be taken.

Ayes: Crist, Douglass, Hitz, Wasinger, Worf

Nays: None

Motion carried: 6-0

Board recessed into executive session at 8:00 p.m.

Included in Executive Session:

GCCC Board of Trustees

Dr. Ryan Ruda, Interim President

Karla Armstrong, Vice President for Administrative Services/CFO

Jacquelyn Messinger, VP Institutional Effectiveness & Accountability

Board reconvened into regular session at 8:15 p.m.

Trustee Crist stated that the Garden City Community College Board of Trustees support all faculty staff and administration and appreciate all that they do.

No official action was taken.

Motion:

Worf moved, seconded by Crist to adjourn the January 8, 2019 Garden City Board of Trustee meeting.

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

Nays: None

Motion carried: 6-0

Meeting adjourned at 7:25 p.m.

UPCOMING CALENDAR EVENTS:

February 12 GCCC Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
February 18 President's Day, Campus Closed, No Classes
March 11-15 Spring Break, No Classes
March 12 GCCC Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
March 14-15 Campus Closed, No Classes, Spring Break

Debra J. Atkinson
Deputy Clerk

Dr. Ryan Ruda
Interim President

Dr. Blake Wasinger
Chairman of the Board

Agenda No: II-B

Date: February 12, 2019

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

Presenter: Dr. Ryan Ruda, Interim President

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:



February 5, 2019

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

New Hires

Kellee Munoz, Director of Human Resources, effective, January 29, 2019
Zachary Miller, Assistant Football Coach, effective, January 31, 2019
Brooke Garvey, Assistant Payroll Coordinator, effective, February 11, 2019
Lance Miller, Network Administrator, effective, February 11, 2019

Transfers

Pam Harms, Payroll Assistant to Payroll Coordinator, effective, February 1, 2019
William Howell, Admissions Representative to Computer Technician, effective, February 11, 2019

Resignations

Anthony Leogrande, Assistant Football Coach, effective, December 31, 2018
James Peyton, Assistant Football Coach, effective, January 3, 2019
Casie Lowden, Head Volleyball Coach, effective, January 18, 2019
Joel Sanchez, Assistant Soccer Coach, effective, January 21, 2019
Dallas Crist, Payroll Coordinator, effective January 31, 2019

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 2/05/2019)

INSTRUCTOR	CLASS	AMOUNT
ADJUNCT FACULTY CONTRACTS		
Atchley, Beth	Intermediate Algebra MATH-107-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Carmichael, Renee	Music History and Appreciation MUSC-108-41 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 3/1/2019	\$1,500.00
Clark, Erika	KSPN Med Surg Nrsng II Clinic PNRS-112-01 - 3.00 credit hour(s) 201.1 contact hours X \$27.50/hr = \$5530.25 1/7/2019 - 5/9/2019	\$5,530.25
Gigot, Jeremy	Business Law I BSAD-104-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Glenn, Skyler	Beef Production ANSI-105-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Glenn, Skyler	Commercial Feedlot Operations ANSI-104-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Hands, Casey	Applied Music: Instrumental II MUSC-1031-09 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Hands, Casey	Applied Music: Instrumental IV MUSC-2041-11 - 1.00 credit hour(s) 2 Students X \$200.00 = \$400.00 1/7/2019 - 5/9/2019	\$400.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Hands, Casey	Band I & II-Master Slave MUSC-120-01, 121-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Hands, Casey	Band III & IV-Master Slave MUSC-210-01, 211-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Hands, Casey	Brass Choir I, II, IV-Master Slave MUSC-157-90, 162-90, 226-90- 1.00 credit hour(s) 6/8 of 1.00 credit hour(s) X \$500.00 = \$375.00 1/7/2019 - 5/9/2019	\$375.00
Hands, Casey	Music History and Appreciation MUSC-108-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/21/2019 - 5/9/2019	\$1,500.00
Hands, Casey	Percussion Ensemble I, II, IV-Master Slave MUSC-158-90, 163-90, 227-90 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Hands, Casey	Woodwind Choir II, II, IV-Master Slave MUSC-164-01, 209-01, 228-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Hands, Melanie	American Government POLS-105-GC - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/8/2019 - 5/24/2019	\$1,500.00
Horton, Thomas	Athletic Training Practicum HPER-212-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Jenkins, Kelli	Intro to Sport Administration HPER-250-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Johnson, Christopher	Applied Music: Instrumental I MUSC-102-11 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Johnson, Christopher	Applied Music: Instrumental II MUSC-1031-08 - 1.00 credit hour(s) 2 Student X \$200.00 = \$400.00 1/7/2019 - 5/9/2019	\$400.00
Johnson, Christopher	Aural Skills II MUSC-153-01 - 2.00 credit hour(s) 7/8 of 2.00 credit hour(s) X \$500.00 = \$875.00 1/7/2019 - 5/9/2019	\$875.00
Johnson, Christopher	Aural Skills IV MUSC-253-01 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 1/7/2019 - 5/9/2019	\$1,000.00
Johnson, Christopher	Theory of Music II MUSC-151-01 - 3.00 credit hour(s) 7/8 of 3.00 cr. hrs X \$500.00 = \$1,312.50 1/7/2019 - 5/9/2019	\$1,312.50
Johnson, Christopher	Theory of Music III MUSC-250-01 - 3.00 credit hour(s) 4/8 of 3.00 cr. hrs X \$500.00 = \$750.00 1/7/2019 - 5/9/2019	\$750.00
Johnson, Makenzi	Applied Music: Instrumental I MUSC-102-04 - 1.00 credit hour(s) 1 Student x \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Johnson, Makenzi	Applied Music: Instr III MUSC-2031-10 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Johnson, Makenzi	Applied Music: Instrumental II MUSC-103-06 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Johnson, Makenzi	Applied Music: Instrumental II MUSC-1031-01 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Johnson, Makenzi	Applied Music: Instrumental II MUSC-1031-03 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Johnson, Makenzi	Applied Music: Instrumental II MUSC-1031-04 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Johnson, Makenzi	Applied Music: Instrumental IV MUSC-204-03 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Johnson, Makenzi	Applied Music: Instrumental IV MUSC-2041-03 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Johnson, Makenzi	Applied Music: Instrumental IV MUSC-2041-04 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Johnson, Makenzi	Applied Music: Instrumental IV MUSC-2041-08 - 1.00 credit hour(s) 2 Students X \$200.00 = \$400.00 1/7/2019 - 5/9/2019	\$400.00
Lebron, Daniel	Advanced Programming CSCI-107-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Lebron, Daniel	Introduction to Programming CSCI-102-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Lowry, Joseph	Appl Music-Keyboards Instr II MUSC-1051-01 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Lowry, Joseph	Applied Music-Keyboards Instr I MUSC-104-01 - 1.00 credit hour(s) 3 Students X \$200.00 = \$600.00 1/7/2019 - 5/9/2019	\$600.00
Lowry, Joseph	Applied Music-Keyboards Instr I MUSC-1041-01 - 1.00 credit hour(s) 2 Students X \$200.00 = \$400.00 1/7/2019 - 5/9/2019	\$400.00
Lowry, Joseph	Audio Engineering II MUSC-166-01 - 3.00 credit hour(s) 4/8 of 3.00 cr. hrs X \$500.00 = \$750.00 1/7/2019 - 5/9/2019	\$750.00
Lowry, Joseph	Class Piano II MUSC-112-01 - 1.00 credit hour(s) 6/8 of 1.00 cr. hrs X \$500.00 = \$375.00 1/7/2019 - 5/9/2019	\$375.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Lowry, Joseph	Class Piano IV MUSC-255-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Lowry, Joseph	Jazz Ensemble I, II, IV-Master Slave MUSC-124-01, 125-01, 219-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Lowry, Joseph	Jazz Ensemble I, II, IV-Master Slave MUSC-124-02, 125-02, 219-02 - 1.00 credit hour(s) 6/8 of 1.00 credit hour(s) X \$500.00 = \$375.00 1/7/2019 - 5/9/2019	\$375.00
Lowry, Joseph	Rock Ensemble II, III, IV-Maser Slave MUSC-140-90, 239-90, 240-90 - 1.00 credit hour(s) 5/8 of 1.00 credit hour(s) X \$500.00 = \$312.50 1/7/2019 - 5/9/2019	\$312.50
Martinez, Hector	IT Essentials: Software (A+) CSCI-126-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
McCarthy, Mandy	Introduction to Kinesiology HPER-280-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
McFee, Dan	Defensive Tactics/Karate-Beg CRIM-100B-90 & HPER-161B-90 - 2.00 credit hour(s) 4/8 of 2.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Meier, Shelley	Observation EDUC-1062-90 - 2.00 credit hour(s) 6/8 of 2.00 cr. hrs X \$1000.00 = \$750.00 1/7/2019 - 5/9/2019	\$750.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Mitchell, Charinee	Intro to Sport Science HPER-210-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Routon, Timothy	Applied Music: Instr III MUSC-2031-90 - 1.00 credit hour(s) 2 Students X \$200.00 = \$400.00 1/7/2019 - 5/9/2019	\$400.00
Routon, Timothy	Applied Music: Instrumental I MUSC-1021-90 - 1.00 credit hour(s) 6 Students X \$200.00 = \$1,200.00 1/7/2019 - 5/9/2019	\$1,200.00
Routon, Timothy	Applied Music: Instrumental II MUSC-1031-90 - 1.00 credit hour(s) 4 Students X \$200.00 = \$800.00 1/7/2019 - 5/9/2019	\$800.00
Routon, Timothy	Applied Music: Instrumental IV MUSC-2041-90 - 1.00 credit hour(s) 1 Student X \$200.00 = \$200.00 1/7/2019 - 5/9/2019	\$200.00
Terpstra, Philip	Beginning Algebra *** MATH-006-41 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 3/1/2019	\$1,500.00
Wenzel, Leslie	Intermediate Algebra MATH-107-41 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 3/1/2019	\$1,500.00

TOTAL ADJUNCT FACULTY CONTRACTS: \$45,105.25

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

ONLINE ADJUNCT FACULTY CONTRACTS

Acevedo, Naysha	General Psychology PSYC-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Albert, Kathleen	Anatomy & Physiology I BIOL-211-50 - 4.00 credit hour(s) 4.00 credit hour(s) X \$500.00 = \$2000.00 1/7/2019 - 5/9/2019	\$2,000.00
Albert, Kathleen	Anatomy & Physiology II BIOL-212-50 - 4.00 credit hour(s) 4.00 credit hour(s) X \$500.00 = \$2000.00 1/7/2019 - 5/9/2019	\$2,000.00
Albert, Kathleen	Interpersonal Communications I SPCH-113-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/21/2019 - 5/9/2019	\$1,500.00
Arandia, Mark	Elementary Ethics PHIL-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Bergan, Nicholas	Principles of Economics: Micro ECON-112-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Bergan, Nicholas	Principles of Economics: Macro ECON-111-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/21/2019 - 5/9/2019	\$1,500.00
Breen, Michael	Survey of Civilization I HIST-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Breen, Michael	American Government POLS-105-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Brewer, Joshua	Lifetime Fitness HPER-121-50 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 1/21/2019 - 5/9/2019	\$1,000.00
Burrus, Cynthia	Intro Computer Concepts & Appl CSCI-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Carr, Stacey	Public Speaking SPCH-111-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Carr, Stacey	Public Speaking SPCH-111-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Cord, Christine	Animal Science & Industry Lab ANSI-103-50 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Cord, Christine	Food Safety ANSI-212-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Cord, Christine	Introduction to Food Science ANSI-131-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Cord, Christine	Principles of Animal Science ANSI-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Deal, Jeffrey	Struct Fire Strategy & Tactics FIRE-207-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Dunn, Christopher	Descriptive Physics PHYS-106-50 - 3.00 credit hour(s) 5/6 of 3.00 credit hour(s) X \$500.00 = \$1250.00 1/7/2019 - 5/9/2019	\$1,250.00
Eldridge, Ronda	Music History and Appreciation MUSC-108-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Eldridge, Ronda	Today's Music MUSC-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Estes, Brittany	English II ENGL-102-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Estes, Brittany	Introduction to Literature I LITR-210-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/21/2019 - 5/9/2019	\$1,500.00
Hays, David	College Algebra MATH-108-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Hays, David	Fundamentals of Statistics MATH-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Hays, David	Intermediate Algebra MATH-107-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Heaton, Tyrell	World Geography GEOG-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 1/7/2019 - 5/9/2019	\$1,800.00
Kaster, Kent	American History to 1877 HIST-103-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Kaster, Kent	American History Since 1877 HIST-104-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/21/2019 - 5/9/2019	\$1,500.00
Komm, Adam	Business Ethics BSAD-220-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 3/1/2019	\$1,500.00
Komm, Adam	Introduction to Business BSAD-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Meier, Shelley	Foundations of Education EDUC-105-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Morgan, Linda	Criminal Law CRIM-103-50 - 3.00 credit hour(s) 3/6 of 3.00 credit hour(s) X \$600.00 = \$900.00 1/7/2019 - 5/9/2019	\$900.00
Neri, Elise	Beginning Algebra *** MATH-006-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Owens, Glenda	Medical Terminology EMIC-104-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 3/1/2019	\$1,500.00
Piller, David	Intro to Criminal Justice CRIM-101-50 - 3.00 credit hour(s) 3/6 of 3.00 credit hour(s) X \$500.00 = \$750.00 1/7/2019 - 5/9/2019	\$750.00
Simmons, John	Microbiology BIOL-213-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 1/7/2019 - 5/9/2019	\$2,500.00
Simmons, John	Principles of Biology BIOL-105-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 1/7/2019 - 5/9/2019	\$2,500.00
Sims, Lecia	Introduction to Sociology SOC1-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Stevenor, Jane	English I ENGL-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Stevenor, Jane	English II ENGL-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Stevenor, Jane	Understanding Old Testament LITR-230-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Tangumonkem, Eric	Physical Geology PHSC-205-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/21/2019 - 5/9/2019 11-00-0000-11040-5260	\$1,500.00
Tangumonkem, Eric	Physical Geology PHSC-205-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/21/2019 - 5/9/2019	\$1,500.00
Terrell, Amanda	Art Appreciation ARTS-120-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Vadapally, Praveen	Astronomy, Descriptive PHSC-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Vadapally, Praveen	General Chemistry CHEM-105-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 1/7/2019 - 5/9/2019	\$2,500.00
Vadapally, Praveen	General Chemistry CHEM-105-51 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 1/7/2019 - 5/9/2019	\$2,500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 2/05/2019)

Vadapally, Praveen	General Chemistry CHEM-105-52 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 1/7/2019 - 5/9/2019	\$2,500.00
Wenzel, Leslie	College Math *** MATH-005-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Wenzel, Leslie	College Success PCDE-101-50 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/7/2019 - 5/9/2019	\$500.00
Whitehill, Judy	Developmental Psychology EDUC-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Whitehill, Judy	Human Sexuality SOC1-104-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Whitehill, Judy	Sociology of Families SOC1-113-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/21/2019 - 5/9/2019	\$1,500.00
Yeater, Michael	Food Sanitation ANSI-209-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00
Yeater, Michael	Principles of Meat Science ANSI-207-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/7/2019 - 5/9/2019	\$1,500.00

TOTAL ONLINE ADJUNCT FACULTY CONTRACTS	\$86,200.00
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Agenda No: II-C

Date: February 12, 2019

Topic: Financial Information

Presenter: Dr. Ryan Ruda, Interim President

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

January 2019

Purchases over \$50,000 requiring bid sheets

- \$278,600 Wire sent to HJS Consulting LLC. The Board of Trustees approved payment on August 6, 2018.

Payments over \$50,000 not requiring bid sheets

- Check #267639 to Blue Cross-Blue Shield of Kansas for \$95,085.22 for February 2019 health insurance premiums for employees.

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	737,673.00-	1,665,133.00-	2,105,000.00-	439,867.00-	20.90
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	101,120.00-	214,560.00-	410,000.00-	195,440.00-	47.67
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	25,709.00-	76,676.00-	110,000.00-	33,324.00-	30.29
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	232,124.22-	513,403.96-	525,000.00-	11,596.04-	2.21
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	73.55-	1,014.92	75,100.00	74,085.08	98.65
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	55,468.00-	117,404.00-	115,000.00-	2,404.00	2.08-
11-00-0000-00000-4014 TUITION BORDER STA	0.00	75,300.00-	180,225.00-	255,000.00-	74,775.00-	29.32
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	102,518.00-	202,565.00-	345,000.00-	142,435.00-	41.29
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	600.00-	6,750.00-	13,500.00-	6,750.00-	50.00
11-00-0000-00000-4018 RESOURCE CHARGE :	0.00	144,936.00-	321,256.00-	360,000.00-	38,744.00-	10.76
11-00-0000-00000-4020 INTERNATIONAL FEE	0.00	289.59	117.73	4,100.00-	4,217.73-	102.87
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	196,176.00-	393,816.00-	315,000.00-	78,816.00	25.01-
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	3,475.00-	20,140.00-	30,000.00-	9,860.00-	32.87
11-00-0000-00000-4512 VENDING MACHINES :	0.00	888.02-	3,379.03-	5,000.00-	1,620.97-	32.42
11-00-0000-00000-4601 STATE OPERATING GR	0.00	834,252.00-	1,668,505.00-	1,668,505.00-	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	5,982,708.02-	6,145,157.83-	9,819,183.00-	3,674,025.17-	37.42
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	174,812.68-	749,364.03-	680,000.00-	69,364.03	10.19-
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	2,149.53-	10,331.11-	9,000.00-	1,331.11	14.78-
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	55,765.86-	140,509.66-	185,000.00-	44,490.34-	24.05
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	79,242.88-	79,242.88-	151,000.00-	71,757.12-	47.52
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	4,968.94-	12,526.22-	12,000.00-	526.22	4.38-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	9,687.03-	9,937.88-	16,000.00-	6,062.12-	37.89
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	2,273.01-	16,961.85-	87,500.00-	70,538.15-	80.62
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	2,309.00-	2,465.65-	15,000.00-	12,534.35-	83.56
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	175,372.69	178,137.94	150,000.00	28,137.94-	18.75-
11-00-0000-00000-4817 NEIGH REVT : GENER	0.00	20,697.47	31,211.32	35,000.00	3,788.68	10.82
11-00-0000-00000-4902 INTEREST INCOME :	0.00	5,512.00-	35,287.87-	100,000.00-	64,712.13-	64.71
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	5,737.50-	40,000.00-	34,262.50-	85.66
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	31,599.94-	75,000.00-	43,400.06-	57.87
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	1,124.97-	122,698.59-	74,609.00-	48,089.59	64.45-
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	860.28-	5,652.62-	10,000.00-	4,382.38-	43.82
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
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Totals for DEPARTMENT: 00000 - GENERA	35.00	8,635,367.24-	12,540,804.71-	15,962,157.00-	3,421,387.29-	21.43
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Totals for FUND: 11 - GENERAL	35.00	8,635,367.24-	12,540,804.71-	15,962,157.00-	3,421,387.29-	21.43
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12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	125,093.00-	287,261.36-	263,324.00-	23,937.36	9.08-
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	26,721.00-	53,952.00-	30,000.00-	23,952.00	79.83-
12-00-0000-00000-4601 STATE OPERATING GR	0.00	499,610.00-	999,220.00-	999,220.00-	0.00	0.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	57,604.00-	57,604.00-	80,000.00-	22,396.00-	28.00
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 DEPARTMENT: 00000 - GENERA	0.00	709,028.00-	1,398,037.36-	2,685,684.00-	1,287,646.64-	47.94
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Totals for FUND: 12 - PTE FUND	0.00	709,028.00-	1,398,037.36-	2,685,684.00-	1,287,646.64-	47.94
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61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	302,275.51-	310,482.23-	495,799.00-	185,316.77-	37.38
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	8,843.41-	37,908.77-	32,840.00-	5,068.77	15.42-
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	108.74-	522.62-	419.00-	103.62	24.72-
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	2,819.19-	7,115.57-	9,380.00-	2,264.43-	24.14
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	4,003.73-	4,003.73-	7,292.00-	3,288.27-	45.09
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	251.37 ³¹	633.68-	0.00	633.68	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	490.06-	502.79-	749.00-	246.21-	32.87

61-00-0000-00000-4814	COMMERCIAL VEHICLE	0.00	114.97-	858.07-	4,922.00-	4,063.93-	82.57
61-00-0000-00000-4815	WATERCRAFT CURRENT	0.00	116.67-	124.59-	0.00	124.59	0.00
61-00-0000-00000-4816	TIF TAX : GENERAL	0.00	8,860.80	9,000.54	20,000.00	10,999.46	55.00
61-00-0000-00000-4817	NEIGH REVT : GENER	0.00	1,045.88	1,577.22	0.00	1,577.22-	0.00
61-00-0000-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	0.00	468,599.00-	468,599.00-	100.00
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Totals for DEPARTMENT: 00000 - GENERA		0.00	309,116.97-	351,574.29-	1,000,000.00-	648,425.71-	64.84
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Totals for FUND: 61 - CAPITAL OUTLAY		0.00	309,116.97-	351,574.29-	1,000,000.00-	648,425.71-	64.84
=====							
Totals for BUDGET.OFFICER: Unassigned		35.00	9,653,512.21-	14,290,416.36-	19,647,841.00-	5,357,459.64-	27.27

Fiscal Year: 2019

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	1,072.45	6,435.23	0.00	6,435.23-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	17,068.34	119,441.58	212,920.00	93,478.42	43.90
DEPARTMENT: 11020 - HUMANITIES	0.00	6,956.70	47,482.45	69,664.00	22,181.55	31.84
DEPARTMENT: 11021 - ENGLISH	0.00	57,192.22	224,702.63	412,350.00	187,647.37	45.51
DEPARTMENT: 11022 - SPEECH	0.00	10,342.87	49,258.97	75,231.00	25,972.03	34.52
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	1,614.76	0.00	1,614.76-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	1,614.76	0.00	1,614.76-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	4,179.60	29,608.90	53,190.00	23,581.10	44.33
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 11030 - ART	1,129.75	13,457.50	74,473.86	143,418.00	67,814.39	47.28
DEPARTMENT: 11031 - DRAMA	0.00	5,787.19	36,364.59	76,541.00	40,176.41	52.49
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	7,359.47	42,345.60	85,010.00	42,664.40	50.19
DEPARTMENT: 11033 - INST MUSIC	0.00	6,013.11	74,315.64	101,349.00	27,033.36	26.67
DEPARTMENT: 11040 - SCIENCE	223.80	30,129.63	171,168.07	370,111.12	198,719.25	53.69
DEPARTMENT: 11050 - MATH	0.00	30,866.11	180,196.70	288,990.00	108,793.30	37.65
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	34,345.78	207,204.13	312,602.60	105,398.47	33.72
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	15,392.20	53,211.99	63,902.00	10,690.01	16.73
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	5,287.44	37,927.31	79,943.00	42,015.69	52.56
DEPARTMENT: 11081 - READING	0.00	5,017.15	34,025.16	60,736.00	26,710.84	43.98
DEPARTMENT: 11082 - ESL	0.00	5,914.02	35,595.57	73,480.00	37,884.43	51.56
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	665.38	12,787.50	3,057.00	9,730.50-	318.29-
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	1,018.11	4,257.39	2,325.00	1,932.39-	83.10-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	8,574.38	9,431.60	336,501.74	612,170.00	267,093.88	43.63
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	0.00	34.27-	0.00	34.27	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	538.25	538.25	0.00	538.25-	0.00
DEPARTMENT: 41000 - LIBRARY	1,045.47	14,067.32	99,434.65	188,072.00	87,591.88	46.57
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	4,835.29	48,569.02	88,316.00	39,746.98	45.01
DEPARTMENT: 42000 - DEAN OF LEARNING S	183,068.50	60,505.13	169,471.59	983,965.40	631,425.31	64.17
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	12,724.76	91,059.37	159,412.88	68,353.51	42.88
DEPARTMENT: 42002 - OUTREACH	0.00	4,923.07	89,981.10	94,293.00	4,311.90	4.57
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	9,245.42	44,057.92	72,706.00	28,648.08	39.40
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	5,792.47	40,872.48	70,875.00	30,002.52	42.33
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	25,364.98	186,102.83	312,199.00	126,096.17	40.39
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	13,225.00	13,225.00	13,225.00	0.00	0.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	12,173.78	80,887.86	166,793.00	85,905.14	51.50
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	3,943.76	32,719.13	56,965.00	24,245.87	42.56
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	12,541.46	167,202.15	353,866.00	186,663.85	52.75
DEPARTMENT: 50030 - ADMISSIONS	161.40	11,490.01	90,395.58	155,378.00	64,821.02	41.72
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	3,225.00	13,722.63	94,920.30	172,257.00	74,111.70	43.02
DEPARTMENT: 50050 - STUDENT HEALTH SER	172.31	4,994.09	36,607.74	70,690.00	33,909.95	47.97
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	16,231.12	369,704.06	735,756.14	366,052.08	49.75
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	16,599.75	106,166.38	179,321.63	73,155.25	40.80
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	14,505.14	107,719.42	165,368.19	57,648.77	34.86
DEPARTMENT: 55003 - MEN'S TRACK	0.00	3,826.28	32,990.69	67,480.00	34,489.31	51.11
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	4,102.46	29,078.71	66,972.00	37,893.29	56.58
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	14,137.29	78,621.24	128,363.00	49,741.76	38.75
DEPARTMENT: 55006 - FOOTBALL	0.00	30,880.14	368,794.47	537,283.00	168,488.53	31.36
DEPARTMENT: 55007 - BASEBALL	640.00	21,852.57	97,756.78	171,039.00	72,642.22	42.47
DEPARTMENT: 55008 - VOLLEYBALL	0.00	2,188.89	43,415.19	109,692.00	66,276.81	60.42
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	3,952.16	41,131.22	66,762.00	25,630.78	38.39
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	3,952.11	40,201.38	66,281.00	26,079.62	39.35

DEPARTMENT: 55012 - CHEERLEADING	0.00	4,541.04	40,018.95	63,623.04	23,604.09	37.10
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,330.12	23,705.99	42,250.00	18,544.01	43.89
DEPARTMENT: 55014 - RODEO TEAM	4,070.00	9,616.16	95,954.31	162,726.00	62,701.69	38.53
DEPARTMENT: 55015 - MEN'S GOLF	0.00	460.01	23,606.28	39,265.00	15,658.72	39.88
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	12,624.40	98,352.40	135,915.00	37,562.60	27.64
DEPARTMENT: 55020 - PEP BAND	0.00	4,234.50	33,708.83	60,037.00	26,328.17	43.85
DEPARTMENT: 61000 - PRESIDENT	4,475.00	48,897.68	367,010.77	641,658.00	270,172.23	42.11
DEPARTMENT: 61001 - BOARD OF TRUSTEES	322.20	278,846.98	279,459.64	24,840.00	254,941.84	026.33-
DEPARTMENT: 61005 - ATTORNEY	10,000.00	10,475.00	82,149.06	125,000.00	32,850.94	26.28
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	4,155.00	102,327.09	552,871.09	1,333,612.00	776,585.91	58.23
DEPARTMENT: 62005 - DO NOT USE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	5,944.20	52,475.34	169,167.00	116,691.66	68.98
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,650.50	48,337.10	71,132.00	22,794.90	32.05
DEPARTMENT: 62050 - ONE-TIME PURCHASES	6,489.72	1,179.70	118.24-	69,528.00	63,156.52	90.84
DEPARTMENT: 63000 - MARKETING/PR	9,469.86	23,032.90	88,630.79	155,610.00	57,509.35	36.96
DEPARTMENT: 64000 - INFORMATION TECHNO	21,840.23	18,832.75	418,803.12	628,448.00	187,804.65	29.88
DEPARTMENT: 65000 - CENTRAL SERVICES	2,488.14	11,458.46	76,170.03	141,665.00	63,006.83	44.48
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	22,382.33	124,261.58	192,192.00	67,930.42	35.35
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	1,080.80	19,713.89	90,365.63	167,943.00	76,496.57	45.55
DEPARTMENT: 71000 - BUILDINGS	19,512.54	29,069.68	229,527.77	432,002.00	182,961.69	42.35
DEPARTMENT: 72000 - CUSTODIAL SERVICES	8,630.65	41,298.50	322,172.31	600,223.00	269,420.04	44.89
DEPARTMENT: 73000 - GROUNDS	29,482.65	18,826.74	138,990.90	322,642.00	154,168.45	47.78
DEPARTMENT: 73001 - ATHLETIC FIELDS	50.00	0.00	10,580.71	30,000.00	19,369.29	64.56
DEPARTMENT: 74000 - VEHICLES	13,964.08	14,054.61	153,056.03	386,719.00	219,698.89	56.81
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	11,042.08	80,682.66	193,980.00	113,297.34	58.41
DEPARTMENT: 76000 - INSURANCE	0.00	4,351.28	205,612.22	254,659.00	49,046.78	19.26
DEPARTMENT: 77000 - UTILITIES	0.00	60,291.99	422,682.59	830,000.00	407,317.41	49.07
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	8,334.26-	35,826.28-	0.00	35,826.28	0.00
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	976.00	366.00-	2,500.00	2,866.00	114.64
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	1,037.00	25,132.00	30,000.00	4,868.00	16.23
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	1,585.00	7,696.00	11,000.00	3,304.00	30.04
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	625.00	72,774.00	151,000.00	78,226.00	51.81
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	243.15	1,476.05	18,146.12	36,000.00	17,610.73	48.92

FUND: 11 - GENERAL	334,514.63	1,368,659.58	8,590,644.47	15,962,157.00	7,036,997.90	44.09
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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	139.98	5,185.06	31,662.01	59,831.00	28,029.01	46.85
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	218.29	250.00	31.71	12.68
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	6,827.97	35,531.04	44,834.00	9,302.96	20.75
DEPARTMENT: 12200 - ADN PROGRAM	0.00	25,051.70	171,149.40	322,033.00	150,883.60	46.85
DEPARTMENT: 12201 - LPN PROGRAM	2,048.00	26,494.79	161,853.35	302,410.00	138,508.65	45.80
DEPARTMENT: 12202 - EMT	512.34	14,895.54	106,884.19	184,875.00	77,478.47	41.91
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	15,126.49	111,234.95	208,362.00	97,127.05	46.61
DEPARTMENT: 12210 - AGRICULTURE	0.00	4,131.33	28,953.44	60,998.00	32,044.56	52.53
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	7,368.53	67,593.12	106,531.00	38,937.88	36.55
DEPARTMENT: 12220 - JOHN DEERE AG TECH	2,215.94	17,818.43	87,304.30	180,517.00	90,996.76	50.41
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	17,197.56	4,934.31	49,539.62	85,756.00	19,018.82	22.18
DEPARTMENT: 12240 - CRIMINAL JUSTICE	1,700.00	10,647.05	75,056.54	140,903.00	64,146.46	45.53
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	6,813.17	40,519.46	76,600.00	36,080.54	47.10
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,436.99	72,515.61	125,743.00	53,227.39	42.33
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	29.00-	1.00	43,951.00	43,950.00	100.00
DEPARTMENT: 12273 - WELDING	4,441.52	17,756.40	135,864.10	259,917.00	119,611.38	46.02
DEPARTMENT: 42005 - DEAN OF TECHNICAL	1,080.14	13,858.18	92,828.16	463,723.00	369,814.70	79.75
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	15,500.00	15,500.00	100.00
FUND: 12 - PTE FUND	29,335.48	187,316.94	1,268,018.58	2,685,684.00	1,388,329.94	51.69

Fiscal Year: 2019

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	17,546.34	3,546.88	11,601.67	88,169.61	59,021.60	66.94
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	280.00	280.00	100.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	235.41	3,006.17	2,550.00	456.17-	17.88-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	328.55	9,640.43	12,138.17	2,497.74	20.58
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	0.00	150.39	150.39	100.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	148,926.15	297,852.30	148,926.15	50.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	16.12	16.12	711.71	695.59	97.74
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	3,361.75	3,030.51	331.24-	10.92-
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	3,042.04	9,440.80	17,936.77	8,495.97	47.37
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	191.25	3,592.88	14,500.00	10,907.12	75.22
DEPARTMENT: 55007 - BASEBALL	0.00	3,280.12	18,255.70	20,000.68	1,744.98	8.72
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	2,868.00	9,850.00	6,982.00	70.88
DEPARTMENT: 55013 - DANCE TEAM	0.00	63.64	1,819.88	2,473.03	653.15	26.41
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	317.11	914.84	1,768.22	853.38	48.26
DEPARTMENT: 55003 - MEN'S TRACK	0.00	120.26	878.94	932.98	54.04	5.79
FUND: 14 - ADULT SUPPLEMENTARY ED	17,546.34	11,141.38	214,323.33	472,344.37	240,474.70	50.91

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	1,636.31	15,207.96	33,686.00	18,478.04	54.85
DEPARTMENT: 94000 - STUDENT CENTER	5,732.82	3,001.96	72,548.79	218,091.00	139,809.39	64.11
DEPARTMENT: 95000 - STUDENT HOUSING	31,409.01	89,929.63	1,412,124.89	2,725,630.00	1,282,096.10	47.04
DEPARTMENT: 98000 - COSMETOLOGY	26,037.42	2,044.40	63,848.91	146,695.55	56,809.22	38.73
DEPARTMENT: 97000 - BOOKSTORE	37,507.07	28,574.97	195,835.01	434,925.00	201,582.92	46.35
DEPARTMENT: 91000 - ARENA	0.00	0.00	280.66-	0.00	280.66	0.00
=====						
FUND: 16 - AUXILIARY ENTITIES	100,686.32	125,187.27	1,759,284.90	3,559,027.55	1,699,056.33	47.74

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	900.28	1,584.69	13,000.00	2,670.31	20.54
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	16,448.58	16,573.00	124.42	0.75
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	1,000.00	4,193.80	3,193.80	76.16
DEPARTMENT: 12273 - WELDING	0.00	0.00	18,346.54	123,359.25	105,012.71	85.13
DEPARTMENT: 14010 - AO-K	0.00	0.00	1,983.47	2,058.58	75.11	3.65
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	136.57	275.19	138.62	50.37
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	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	0.00	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	2,236.92	16,450.49	143,133.65	126,683.16	88.51
DEPARTMENT: 00000 - GENERAL	0.00	13,225.00-	13,225.00-	13,225.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	346.10	17,593.46	103,676.55	316,206.00	212,183.35	67.10
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	4,739.80	30,729.45	60,424.00	29,694.55	49.14
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	14,504.82	53,352.00	38,847.18	72.81
DEPARTMENT: 42005 - DEAN OF TECHNICAL	15,282.50	1,468.61	33,461.60	71,481.00	22,736.90	31.81
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	0.00	29,000.00	29,000.00	100.00
=====						
FUND: 22 - RESTRICTED GRANTS	24,373.60	13,714.07	330,468.13	934,309.18	579,467.45	62.02

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	7,672.86	0.00	4,297.86-	11,685.00	8,310.00	71.12
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	4,550.00	4,550.00	0.00	0.00
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	7,672.86	0.00	252.14	33,032.94	25,107.94	76.01

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	0.00	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	1,227.21	13,241.42	135,196.84	121,955.42	90.21
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	11,889.90	95,680.11	162,461.00	66,780.89	41.11
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	2,773.57	4,874.00	2,100.43	43.09
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	11,337.07	65,293.69	129,653.00	64,359.31	49.64
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	3,462.79	27,894.96	0.00	27,894.96-	0.00
DEPARTMENT: 00000 - GENERAL	0.00	37,500.00-	37,500.00-	37,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	211.50	2,022.49	16,767.27	37,500.00	20,521.23	54.72
=====						
FUND: 24 - ADULT EDUCATION	211.50	7,560.54-	185,038.62	442,836.39	257,586.27	58.17

Fiscal Year: 2019

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	0.00	10,837.38	984,035.00	973,197.62	98.90
=====						
FUND: 61 - CAPITAL OUTLAY	0.00	0.00	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	9,747.64	42,500.04	376,767.86	563,940.47	177,424.97	31.46
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	20,293.80	591.18	5,638.62	33,700.00	7,767.58	23.05
DEPARTMENT: 50000 - DEAN OF STUDENT SE	246.67	1,239.68	5,404.74	20,945.46	15,294.05	73.02
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	30,288.11	44,330.90	387,811.22	627,585.93	209,486.60	33.38

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	0.00	4,920.00	25,000.00	20,080.00	80.32
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	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	1,650.00	10,514.00	30,000.00	19,486.00	64.95
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	0.00	3,384.00	10,000.00	6,616.00	66.16
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	0.00	4,375.00	9,000.00	4,625.00	51.39
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	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	0.00	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	1,650.00	157,245.00	743,000.00	585,755.00	78.84

Garden City Community College
1/31/2019

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 302,077.14	0.0000%
State Municipal Invest. Pool	\$ 515,849.19	2.0000%
Landmark National Bank	<u>\$ 7,896,440.95</u>	2.3700%
	<u>\$ 8,714,367.28</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
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
		<u>\$ 4,000,000.00</u>			
Total		<u><u>\$ 12,714,367.28</u></u>			

Agenda No: II D

Date: February 12, 2019

Topic: 2019-20 Tuition, Fees, Room and Board

Presenter: Dr. Ryan Ruda, Interim President

Background Information:

Tuition and fee recommendations are based on analysis of data such as rates of other Kansas community colleges, industry trends and historical costs. Kansas Community College Tuition and Fees schedule follows this recommendation as well as tuition and fee historical data for GCCC.

The state operating grant revenue for FY19 was \$2,667,725, which was \$71,590 more than FY18. Ad valorem tax revenue has fluctuated over the past 5 years. It is too early to tell what revenue will be generated from ad valorem tax this fiscal year.

We are reallocating the \$8 per credit hour Resource Fee to course fees. This will have no impact on the student charges. A \$100 increase in annual student room and board rates is recommended due to additional debt service on student housing and expected increases in utilities and insurance. The cost of the meal plan was adjusted \$50 per year to account for the 2.8 increase in CPI, which is the anticipated increase from Great Western Dining.

Budget Information:

Student fee revenues will be budgeted to offset student scholarships. Increases to room and board rates will go to the Residential Life Auxiliary Fund to be used toward student housing debt.

Recommended Board Action:

Board adopts the following tuition and fee rates for 2019-20:

In-state tuition and fees	\$108 per credit hour
Border States tuition and fees	\$122 per credit hour
Out-of-state tuition and fees	\$127 per credit hour
International tuition and fees	\$145 per credit hour
On-line tuition and fees	\$150 per credit hour
Service Area SB155 tuition and fees	\$ 47 per credit hour
On-line SB155 tuition and fees	\$ 89 per credit hour

West Hall and East Unit room rate	\$2,850 per year
Apartment room rate	\$4,150 per year
Broncbuster housing	\$3,650 per year
Broncbuster suites	\$4,350 per year

19 Meal Plan \$2,850 per year

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

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

Board Member Notes:



**KANSAS COMMUNITY COLLEGES
TUITION AND REQUIRED FEES RATES, AY 17 - 19**

Institution	Residency Status	TUITION			REQUIRED FEES			Two-Year Percent Increase (Decrease)	Room and Board-On-campus (AY 2019)
		AY 2017 Tuition per credit hour	AY 2018 Tuition per credit hour	AY 2019 Tuition per credit hour	AY 2017 Required Fees per credit hour	AY 2018 Required Fees per credit hour	AY 2019 Required Fees per credit hour		
ALLEN COMMUNITY COLLEGE	In-District Resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$5,070
	Border state, non-resident	60.00	60.00	60.00	35.00	52.00	59.00	68.6%	
	Non-resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Online	60.00	60.00	60.00	35.00	52.00	59.00	68.6%	
BARTON COMMUNITY COLLEGE	International	147.00	147.00	60.00	50.00	62.00	64.00	28.0%	\$5,561
	In-District Resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Border state, non-resident	72.00	72.00	74.00	32.00	36.00	38.00	18.8%	
	Non-resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
BUTLER COMMUNITY COLLEGE	Online	103.00	72.00	74.00	32.00	36.00	38.00	18.8%	\$5,950
	International	150.00	150.00	150.00	32.00	36.00	38.00	18.8%	
	In-District (Butler County) Resident	67.00	67.00	73.00	24.00	31.00	33.00	37.5%	
	Border state, non-resident	78.00	78.00	84.00	24.00	31.00	33.00	37.5%	
CLOUD COUNTY COMMUNITY COLLEGE	Non-resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$5,900
	Online*	138.00	138.00	144.00	24.00	31.00	33.00	37.5%	
	International	67.00	67.00	73.00	24.00	31.00	33.00	37.5%	
	In-District (Cloud County) Resident	190.00	183.00	189.00	24.00	31.00	33.00	37.5%	
COFFEYVILLE COMMUNITY COLLEGE	Non-resident	69.00	71.00	71.00	30.00	30.00	32.00	6.7%	\$6,130
	Online*	74.00	76.00	78.00	30.00	30.00	32.00	6.7%	
	International	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	In-District Resident	79.00	79.00	84.00	30.00	30.00	32.00	6.7%	
COLBY COMMUNITY COLLEGE	Non-resident	69.00	71.00	71.00	55.00	55.00	57.00	3.6%	\$5,841
	Online*	79.00	79.00	84.00	55.00	55.00	57.00	3.6%	
	International	79.00	79.00	84.00	30.00	30.00	32.00	6.7%	
	In-District Resident	100.00	100.00	100.00	99.00	99.00	99.00	0.0%	
COWLEY COMMUNITY COLLEGE	Border state, non-resident (contiguous counties in OK, MO)	65.00	67.00	69.00	40.00	43.00	44.00	10.0%	\$5,100
	Non-resident	70.00	72.00	74.00	40.00	43.00	44.00	10.0%	
	Online	90.00	92.00	94.00	40.00	43.00	44.00	10.0%	
	International	124.00	126.00	128.00	40.00	43.00	44.00	10.0%	
DODGE CITY COMMUNITY COLLEGE	In-District (Cowley County) Resident	55.00	55.00	55.00	34.00	40.00	45.00	32.4%	\$6,650
	Border state, non-resident (OK)	65.00	65.00	65.00	34.00	40.00	45.00	32.4%	
	Online*	75.00	75.00	75.00	34.00	40.00	45.00	32.4%	
	International	112.00	112.00	112.00	34.00	40.00	45.00	32.4%	
DODGE CITY COMMUNITY COLLEGE	Non-resident	55.00	55.00	55.00	59.00	65.00	65.00	10.2%	\$6,650
	Online*	159.00	159.00	159.00	34.00	40.00	45.00	32.4%	
	International	30.00	31.00	31.00	40.00	40.00	40.00	0.0%	
	In-District (Ford County) Resident	47.00	49.00	49.00	60.00	60.00	60.00	0.0%	
DODGE CITY COMMUNITY COLLEGE	Border state, non-resident (MO, CO, NE, NM, TX, OK, AZ, UT)	47.00	49.00	49.00	60.00	60.00	60.00	0.0%	\$6,650
	Non-resident	55.00	57.00	59.00	60.00	60.00	62.00	3.3%	
	Online	135.00	135.00	135.00	N/A	N/A	N/A	N/A	
	International	60.00	60.00	62.00	65.00	65.00	67.00	3.1%	



**KANSAS COMMUNITY COLLEGES
TUITION AND REQUIRED FEES RATES, AY 17 - 19**

Institution	Residency Status	TUITION			REQUIRED FEES			Two-Year Percent Increase (Decrease)	Room and Board-On-campus (AY 2019)
		AY 2017 Tuition per credit hour	AY 2018 Tuition per credit hour	AY 2019 Tuition per credit hour	AY 2017 Required Fees per credit hour	AY 2018 Required Fees per credit hour	AY 2019 Required Fees per credit hour		
FORT SCOTT COMMUNITY COLLEGE	In-District (Bourbon County)	47.00	47.00	47.00	47.00	47.00	49.00	4.3%	
	Resident	50.00	50.00	62.00	47.00	47.00	49.00	4.3%	
	Border state, non-resident (AR, CO, MO, NE, OK)	78.00	N/A	N/A	47.00	47.00	N/A	N/A	\$5,050
	Non-resident	106.00	106.00	62.00	47.00	47.00	49.00	4.3%	
GARDEN CITY COMMUNITY COLLEGE	Online*	47.00	47.00	47.00	77.00	77.00	79.00	2.6%	
	International	128.00	128.00	128.00	47.00	47.00	49.00	4.3%	
	In-District	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Resident	57.00	61.00	61.00	33.00	35.00	47.00	42.4%	\$6,400
HIGHLAND COMMUNITY COLLEGE	Border state, non-resident (CO, MO, NE, NM, OK, TX)	71.00	75.00	75.00	33.00	35.00	47.00	42.4%	
	Non-resident	76.00	80.00	80.00	33.00	35.00	47.00	42.4%	
	Online	116.00	61.00	61.00	31.00	89.00	89.00	187.1%	
	International	94.00	98.00	98.00	33.00	35.00	47.00	42.4%	
HUTCHINSON COMMUNITY COLLEGE	In-District (Doniphan County)	55.00	56.00	56.00	42.00	43.00	45.00	7.1%	
	Resident	69.00	70.00	72.00	43.00	45.00	45.00	7.1%	
	Border state, non-resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$5,066
	Non-resident	69.00	70.00	72.00	42.00	43.00	45.00	7.1%	
INDEPENDENCE COMMUNITY COLLEGE	Online	78.00	79.00	81.00	51.00	52.00	54.00	5.9%	
	International	264.00	265.00	267.00	42.00	43.00	45.00	7.1%	
	In-District (Reno County)	74.00	77.00	79.00	19.00	19.00	21.00	10.5%	
	Resident	84.00	87.00	89.00	19.00	19.00	21.00	10.5%	\$5,800
JOHNSON COUNTY COMMUNITY COLLEGE	Border state, non-resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Non-resident	115.00	118.00	120.00	19.00	19.00	21.00	10.5%	
	Online*	74.00	77.00	79.00	36.00	36.00	38.00	5.6%	
	International	124.00	127.00	129.00	29.00	29.00	31.00	6.9%	
KANSAS CITY KANSAS COMMUNITY COLLEGE	In-District (Montgomery County)	53.50	54.00	54.00	40.00	43.00	45.00	12.5%	
	Resident	59.50	60.00	60.00	40.00	43.00	45.00	12.5%	\$7,530
	Border state, non-resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Non-resident	99.50	67.00	67.00	40.00	43.00	45.00	12.5%	
LABETTE COMMUNITY COLLEGE	Online*	53.50	54.00	54.00	40.00	43.00	45.00	12.5%	
	International	151.00	151.00	151.00	40.00	43.00	45.00	12.5%	
	In-District (Johnson County)	77.00	77.00	77.00	16.00	16.00	16.00	0.0%	
	Resident	94.00	94.00	94.00	16.00	16.00	16.00	0.0%	N/A
KANSAS CITY KANSAS COMMUNITY COLLEGE	Border state, non-resident (Zip codes 640xx and 641xx)	119.00	119.00	119.00	16.00	16.00	16.00	0.0%	
	Non-resident	204.00	204.00	204.00	16.00	16.00	16.00	0.0%	
	Online*	77.00	77.00	77.00	16.00	16.00	16.00	0.0%	
	International	204.00	204.00	204.00	16.00	16.00	16.00	0.0%	
LABETTE COMMUNITY COLLEGE	In-District	N/A	N/A	82.00	N/A	N/A	22.00	N/A	
	Resident	86.00	86.00	88.00	22.00	22.00	22.00	0.0%	
	Border state, non-resident (5 counties in Missouri)	111.00	111.00	113.00	22.00	22.00	22.00	0.0%	\$4,495
	Non-resident	246.00	246.00	195.00	22.00	22.00	22.00	0.0%	
LABETTE COMMUNITY COLLEGE	Online	86.00	86.00	88.00	22.00	22.00	22.00	0.0%	
	International	246.00	246.00	195.00	22.00	22.00	22.00	0.0%	
	In-District	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Resident	49.00	52.00	54.00	43.00	46.00	48.00	11.6%	
LABETTE COMMUNITY COLLEGE	Border state, non-resident (AR, MO, OK)	70.00	73.00	75.00	43.00	46.00	48.00	11.6%	
	Non-resident	74.00	77.00	79.00	43.00	46.00	48.00	11.6%	
	Online*	49.00	52.00	54.00	73.00	76.00	78.00	6.8%	
	International	133.00	136.00	138.00	43.00	46.00	48.00	11.6%	



KANSAS COMMUNITY COLLEGES TUITION AND REQUIRED FEES RATES, AY 17 - 19

Institution	Residency Status	TUITION			REQUIRED FEES			Two-Year Percent Increase (Decrease)	Room and Board-On-campus (AY 2019)
		AY 2017 Tuition per credit hour	AY 2018 Tuition per credit hour	AY 2019 Tuition per credit hour	AY 2017 Required Fees per credit hour	AY 2018 Required Fees per credit hour	AY 2019 Required Fees per credit hour		
NEOSHO COUNTY COMMUNITY COLLEGE (Chanute Campus)	In-District (Neosho County) Resident	67.00	70.00	73.00	31.00	31.00	31.00	0.0%	
	Border state, non-resident	67.00	70.00	73.00	43.00	45.00	45.00	4.7%	
	Non-resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$6,200
	Online*	67.00	70.00	73.00	65.00	67.00	67.00	3.1%	
	International	140.00	143.00	146.00	56.00	56.00	56.00	0.0%	
PRATT COMMUNITY COLLEGE	In-District Resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
	Border state, non-resident	59.00	61.00	62.00	42.00	45.00	47.00	11.9%	
	Non-resident	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$5,755
	Online	68.00	71.00	73.00	42.00	45.00	47.00	11.9%	
	International	106.00	90.00	88.00	41.00	45.00	47.00	14.6%	
SEWARD COUNTY COMMUNITY COLLEGE	In-District (Seward County) Resident	80.00	85.00	88.00	42.00	45.00	47.00	11.9%	
	Border state, non-resident (CO, MO, NE, NM, OK, TX)	55.00	60.00	63.00	34.00	34.00	36.00	5.9%	
	Non-resident	59.00	61.00	64.00	34.00	34.00	36.00	5.9%	
	Online	78.00	83.00	86.00	34.00	34.00	36.00	5.9%	
	International	93.00	98.00	101.00	34.00	34.00	36.00	5.9%	
		103.00	108.00	111.00	34.00	34.00	36.00	5.9%	
		93.00	98.00	101.00	34.00	34.00	36.00	5.9%	

N/A - Not applicable

* Institution charges the same tuition for online courses as "face-to-face" courses, based on residency status. Listed tuition reflects the in-district rate, if applicable, and resident rate if not.

Note: This schedule reflects only tuition and required fees, as reported by the institutions to the Kansas Board of Regents. Fees related to specific programs/courses can be accessed at the individual colleges.

Source: Community College Tuition and Fee Survey AY 19 and AY 18

2019-2020
Proposed Tuition/Fees and Room/Board Rates
(responses as of 2.5.19)

Johnson County Community College

- \$1 for Johnson County residents (\$94)
- \$2 for other Kansas county residents (\$112)
- \$3 for out of state and international students (\$223) and \$3 for our Metro Rate (\$138)

Pratt

- \$1 per credit hour increase in tuition
- \$2 increase in fees
- 2% increase in Room and Board

Allen County

- No tuition increase.
- No book rental increase.
- \$5 increase in Tech Fee (Final year phase in to \$25)
- Room & Board – Approx. 3% on meals, flat on room rates.
- Move from 5 & 18 meal plan to 10 & 18.

Neosho

- \$2 per credit hour increase in tuition
- \$2 increase in fees
- \$70 increase in Room and Board

Butler

- Undecided

Barton

- \$2 tuition increase – in state
- \$10 tuition increase – out of state
- \$2 fee increase
- 3.5% housing increase

Kansas City Kansas Community College

We are not that far in our process at this point. We are making some minor changes in our Course Fees. We will also likely have an increase in our Room and Board Fees. I am not anticipating a change at the current time in tuition and student fees, other than perhaps our out-of-state tuition rates.

Agenda No: II-E

Date: February 12, 2019

Topic: Approval of Withdrawal Agreement from EduKan

Presenter: Interim President, Dr. Ryan Ruda

Background Information:

The college has provided notice to EduKan of intent to withdraw from the consortium partnership on August 20, 2018. The Kansas Attorney General has requested board authorization and official notice of nonrenewal from EduKan. This resolution is official notification that will be sent to EduKan and filed with the Kansas Attorney General.

Budget Information:

No implication

Recommended Board Action:

Approve the recommendation to withdraw from the Western Kansas Community College Virtual Education Consortium, referred to as EduKan. the 2019-2020 year.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

RESOLUTION

WHEREAS, Garden City Community College (GCCC) decided to end its participation in the Western Kansas Community College Virtual Education Consortium, hereinafter referred to as EDUKAN; and

WHEREAS, GCCC approved a Withdrawal Agreement, dated August 20, 2018 (Withdrawal Agreement), signed by Ryan J. Ruda, Vice President of Instruction and Student Services (now Dr. Ryan J. Ruda, Interim President); and

WHEREAS, the Attorney General of the State of Kansas (Attorney General) has determined that the Board of Trustees of GCCC is required to authorize the withdrawal of GCCC from EDUKAN; and

WHEREAS, the Attorney General has determined that the Board of Trustees of GCCC is required to authorize Dr. Ruda to sign the Withdrawal Agreement as Vice President of Instruction and Student Services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of GCCC, as follows:

1. The Board of Trustees of GCCC authorizes the withdrawal of GCCC from EDUKAN, effective August 20, 2018.
2. The Board of Trustees of GCCC authorizes Dr. Ruda, as Vice President of Instruction and Student Services, to sign the Withdrawal Agreement on behalf of GCCC.
3. Should the Attorney General require any additional action on the part of Dr. Ruda, now Interim President of GCCC, the Board of Trustees of GCCC authorizes Dr. Ruda to take the appropriate action to satisfy the requirements of the Attorney General.

ADOPTED BY the Board of Trustees of Garden City Community College on the 12th day of February, 2019.

Date

DR. BLAKE WASINGER, Chairperson
Board of Trustees
Garden City Community College

ATTEST:

DEBRA ATKINSON, Clerk of the Board

Agenda No: II-F

Date: February 12, 2019

Topic: Great Western Dining Contract Extension

Presenter: Dr. Ryan Ruda, Interim President

Background Information: Great Western Dining has provided GCCC foodservice since 2008. 2018-19 is the 5th year of a 5 year contract.

Budget Information: Contract rates have not been finalized, but GWD has assured GCCC that rates will be held to the CPI.

Recommended Board Action: Extend the current contract for one additional year and formal solicitation for the 2020-21 school year.

Board Action Taken: _____Approved _____Disapproved

_____Ayes _____Nays _____No Action

Board Member Notes:

Agenda No: II-G

Date: February 12, 2019

Topic: Hydronic HW Pipe Replacement (South Tunnel)

Presenter: Interim President Dr. Ryan J. Ruda

Background Information:

The original 6” Hydronic Hot Water pipe was installed into our tunnel system in 1969. The pipe initially provided heating service to the five original buildings: SAFL Library, Administration, Academic, FOUS, and the JOYC Fine Arts buildings. In 2002, the college added the Chiller plant addition with a 4 pipe-chilling loop and two ammonia chillers. In 2006, the college added the 660 ton Trane Chiller and replaced sections of the existing 6” Hydronic HW pipe in the south Tunnel. The Hydronic Hot Water line has served the college for 50 years and has lasted well in excess of its life expectancy.

Due to age related deterioration, approximately 650 feet of piping are in need of complete replacement. The Facilities department designed and released an RFP with specifications to replace sections of the original 6” Hydronic Hot Water pipe that were not replaced in 2006. It is proposed to remove and replace approximately 650 feet of existing piping representing 325 feet of the hot water supply line and 325 feet of the hot water return line. All non-servicing valves will be removed. The contractor shall install new 6” Schedule 40 steel pipe valves and five expansion joints with required fittings in our existing pipe stands in the tunnel. The contractor shall coordinate all work to be done with the contractor hired by GCCC to repair the south tunnel cap and shall be done before the start of the fall 2019 semester.

Bids were received in 2018 from two contractors; Tatro Plumbing Co. Inc., Garden City, Kansas and Central Consolidated Inc., Wichita, Kansas.

Administration’s recommendation is to accept the best proposal from Tatro Plumbing Co. Inc. Administration has worked with Tatro Plumbing Co. Inc. and they have agreed to honor the 2018 bid.

Tatro Plumbing Co. Inc.:	\$71,700.00
Central Consolidated Inc.:	\$84,870.00

Budget Information:

General Fund: FY 2019
\$71,700.00– Hydronic HW Pipe replacement (South tunnel)

Recommended Board Action:

Authorize Administration to accept the proposal and enter into an agreement with Tatro Plumbing Co. Inc. for \$71,700.00 for replacement of sections of the 6” Hydronic Hot Water Pipe in the South tunnel.

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

Board Member Notes:

**Garden City Community Colleg
Bid Tabulation**

**Hydronic HW Pipe Replacemer
February 12th, 2018**

**VENDOR Hydronic HW Pipe
 Replacement**

Tatro Plumbing	\$71,700.00	
Garden City, KS		
	\$84,870.00	
Central Consolidated.		
Wichita, KS		

Agenda No: II-H

Date: February 12, 2019

Topic: Mechanical South Tunnel Cap Replacement Project 2019

Presenter: Dr. Ryan J. Ruda, Interim President

Background Information:

The original Tunnel system was designed and constructed in 1968 to 1969. The tunnel system serves as a mechanical pathway for HVAC, electrical, irrigation and communication lines. The tunnel system begins at the Physical Plant and runs east all the way to the front of the Academic building. From the Academic building the tunnel runs north to the FOUS Building. The tunnel then heads back west all the way to the front of the JCVT building. The tunnel branches back to the north at the intersection between the JOYC and FOUS buildings to serve the DPAC building. The tunnel in front of the JCVT building heads back south to the Physical Plant building completing the loop. The tunnel cap has been in place for 50 years. We have replaced a section of the north Tunnel Cap in 2017 during the time of the Dorm Parking lot replacement.

Stewart Nelson, architect of GMCN, designed and released specifications for the replacement of the South Tunnel Cap. This project includes removal and replacement of the pedestrian sidewalk, which is structural to the top, and sidewalls portions of the tunnel. It is proposed to replace 610 lineal feet of tunnel cap and installing an 8'-0" concrete mechanical tunnel cap. The project will begin in the quad area in front of the Academic building and head west for approximately 610'. Project start date is May 13, 2019 and our timeline for completion is 100 calendar days (August 21, 2019). We will have the main traversed area in the quad completed before the start of school. The contractor will be responsible for safety hazards during the tunnel cap replacement. In addition, the college will also have our facilities department oversee the safety of the project for pedestrians.

Bids were received in 2018 from two contractors; JAG Construction Co., Dodge City and Lee Construction Co., Garden City.

Administration's recommendation is to accept the best proposal from Lee Construction Company. Administration has worked with Lee Construction and they have agreed to honor the 2018 bid.

Lee Construction Bid:	\$146,800.00
JAG Construction Bid:	\$162,243.00

Budget Information:

General Fund
\$146,800.00 – mechanical tunnel lid replacement

Recommended Board Action:

Authorize Administration to accept the proposal and enter into an agreement with Lee Construction for \$146,800.00 to replace the Campus Mechanical South Tunnel Cap.

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

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

Board Member Notes:

BID TABULATION FORM

A Mechanical Tunnel Lid Replacement Project for GARDEN CITY COMMUNITY COLLEGE

Garden City, Kansas
Architect Project No. 201813
JUNE 05, 2018

CONTRACTOR	ADDENDUMS REC.	BID BOND 5%	BASE BID PROPOSAL	Time for Completion
Dick Construction, Inc. Garden City, Kansas 620-275-1806	1.		No Bid	
	2.			
	3.			
Dunlap Construction Garden City, Kansas 620-521-2964	1.		No Bid	
	2.			
	3.			
JAG Construction Co. Dodge City, Kansas 620-225-0061	1. X	X	\$162,243.00	75 working days (from Notice to Proceed)
	2. X			
	3.			
Lee Construction Co. Garden City, Kansas 620-276-6811	1. X	X	\$146,800.00	100 calendar days (from Notice to Proceed)
	2. X			
	3.			
	1.			
	2.			
	3.			
	1.			
	2.			
	3.			
	1.			
	2.			
	3.			

Agenda No: II-I

Date: February 12, 2019

Topic: Approval of Professional Service Providers
College Attorney Randy Grisell
College Architect Gibson Mancini Carmichael & Nelson P. A.

Presenter: Interim President, Dr. Ryan Ruda

Background Information:

At the January 8, 2019 Board of Trustee meeting a motion was made to continue with the stated professional service providers until the February 12, 2019 meeting. In order to maintain quality and continuity of services rendered to GCCC, it is the recommendation of the GCCC administration to continue with the stated service providers for the 2019-2020 year.

Budget Information:

Funds have been budgeted to meet the cost for services rendered

Recommended Board Action:

Approve the administration's recommendation to continue service with the listed Professional Service Providers for the 2019-2020 year.

Board Action Taken: _____Approved _____Disapproved
_____Ayes _____Nays _____No Action

Board Member Notes:

EXECUTIVE LIMITATIONS**BI-ANNUAL****Asset Protection #5****Page 14****The President shall not make any purchase (a) of over \$20,000 without competitive bids and due consideration regarding cost, quality, and service; and (b) of over \$50,000.**

CEO's Interpretation: Unless purchases are made under contract or through exclusive providers such as City of Garden City, competitive bids are required on all purchases over \$20,000.

Data directly addressing the CEO's interpretation: Purchase orders for purchases over \$20,000 are not processed until proper documentation is submitted to the Accounts Payable Coordinator. Each month the Board receives a report indicating checks written for \$50,000 or more. Purchases over \$50,000, not covered under contract or exclusivity, require Board approval.

FEBRUARY 2019 MONITORING REPORT

Essential Skills Ends Report

Policy Title: Essential Skills

Students will possess essential skills:

1. Students will illustrate written communication skills.
2. Students will demonstrate oral communication skills.
3. Students will exhibit critical thinking skills.

Social Responsibility:

1. Students will understand their individual responsibility for the economic and social well-being of society through participating in social, educational, and personal experiences in the local, regional and global community.

Diversity:

1. Students will develop awareness of self and others through scholarly study, research, and personal interaction in hopes of them becoming a more positive contributor to the social and economic well-being of their community.

Gen Ed Assessment (Essential Skills) by SLAT (Student Learning Assessment Team)

Currently, SLAT is assessing the Essential Skills annually. At the beginning of the fall semester, each program identifies the Essential Skills that are of most significance to the program. (Eventually we each program will assess all Essential Skills in their 2 level or capstone level courses.) Then program faculty identify the course and assignment which provide students the best opportunity to demonstrate those skills (measuring sophomore majors only). Program faculty assess the artifacts (student work) using standardized rubrics, adopted from the VALUE rubrics. Individual student and combined program data and analyses are submitted to SLAT who compiles the data for each program (across both semesters, if applicable) and across the institution. SLAT considers the data and looks for patterns across programs as well areas that can be reinforced with additional workshops or faculty training.

While the Essential Skills are embedded across the GCCC curriculum, assessing within the programs allows instructors to consider the presentation of those skills as appropriate to the student's major and future career. For example, all GCCC student should be able to communicate clearly and effectively using written language. However, Nursing students should write like nurses and Math majors should write like mathematicians.

Currently, SLAT is working on best practices identifying, assessing, and reporting the essential skills and requesting feedback from programs to continue refine assessment practices in ways that work best for GCCC.

SLAT is a committee of seven faculty members tasked with driving academic assessment at GCCC. Those faculty represent virtually all areas of campus.

Long-Term Projects

Projects underway:

- Program assessment policy & procedure (Art, Math pilots)

- Curriculum Maps
- Course numbering and sequencing
- Course & program assessment data
- Revising PLOs/updating SLOs
- Catalog updates
- Review of Essential Skills assessments (courses, assignments, etc.): submit changes to SLAT

By-Laws

Weave—documentation of assessment

Ongoing Assessment Training (Essential Skills, outreach, adjunct, attending the workshop in Hutch)

Essential Skills in Co-curricular

Gen Ed philosophy and policy/procedure; review Essential Skills and seek stakeholder input
-function of Gen Ed taskforce

Feedback/revision on VALUE rubrics

The VALUE rubrics were developed by teams of faculty experts representing colleges and universities across the United States through a process that examined many existing campus rubrics and related documents for each learning outcome and incorporated additional feedback from faculty. The rubrics articulate fundamental criteria for each learning outcome, with performance descriptors demonstrating progressively more sophisticated levels of attainment. The rubrics are intended for institutional-level use in evaluating and discussing student learning, not for grading. The core expectations articulated in all 15 of the VALUE rubrics can and should be translated into the language of individual campuses, disciplines, and even courses. The utility of the VALUE rubrics is to position learning at all undergraduate levels within a basic framework of expectations such that evidence of learning can be shared nationally through a common dialog and understanding of student success.

Definition:

Written communication is the development and expression of ideas in writing. Written communication involves learning to work in many genres and styles. It can involve working with many different writing technologies, and mixing texts, data, and images. Written communication abilities develop through iterative experiences across the curriculum.

Framing Language:

This writing rubric is designed for use in a wide variety of educational institutions. The most clear finding to emerge from decades of research on writing assessment is that the best writing assessments are locally determined and sensitive to local context and mission. Users of this rubric should, in the end, consider making adaptations and additions that clearly link the language of the rubric to individual campus contexts.

This rubric focuses assessment on how specific written work samples or collections of work respond to specific contexts. The central question guiding the rubric is "How well does writing respond to the needs of audience(s) for the work?" In focusing on this question the rubric does not attend to other aspects of writing that are equally important: issues of writing process, writing strategies, writers' fluency with different modes of textual production or publication, or writer's growing engagement with writing and disciplinarity through the process of writing.

Evaluators using this rubric must have information about the assignments or purposes for writing

guiding writers' work. Also recommended is including reflective work samples or collections of work that address such questions as: What decisions did the writer make about audience, purpose and genre as s/he compiled the work in the portfolio? How are those choices evident in the writing --in the content, organization and structure, reasoning, evidence, mechanical and surface conventions, and citational systems used in the writing? This will enable evaluators to have a clear sense of how writers understand the assignments and take it into consideration as they evaluate

The first section of this rubric addresses the context and purpose for writing. A work sample or collections of work can convey the context and purpose for the writing tasks it showcases by including the writing assignments associated with work samples. But writers may also convey the context and purpose for their writing within the texts. It is important for faculty and institutions to include directions for students about how they should represent their writing contexts and purposes.

Faculty interested in the research on writing assessment that has guided our work here can consult the National Council of Teachers of English/Council of Writing Program Administrators' White Paper on Writing Assessment (2008; www.wpacouncil.org/whitepaper) and the Conference on College Composition and Communication's Writing Assessment: A Position Statement (2008; www.ncte.org/cccc/resources/positions/123784.htm)

Glossary:

The definitions that follow were developed to clarify terms and concepts used in this rubric only.

- **Content Development:** The ways in which the text explores and represents its topic in relation to its audience and purpose.
- **Context of and purpose for writing:** The context of writing is the situation surrounding a text: who is reading it? who is writing it? Under what circumstances will the text be shared or circulated? What social or political factors might affect how the text is composed or interpreted? The purpose for writing is the writer's intended effect on an audience. Writers might want to persuade or inform; they might want to report or summarize information; they might want to work through complexity or confusion; they might want to argue with other writers, or connect with other writers; they might want to convey urgency or amuse; they might write for themselves or for an assignment or to remember.
- **Disciplinary conventions:** Formal and informal rules that constitute what is seen generally as appropriate within different academic fields, e.g. introductory strategies, use of passive voice or first person point of view, expectations for thesis or hypothesis, expectations for kinds of evidence and support that are appropriate to the task at hand, use of primary and secondary sources to provide evidence and support arguments and to document critical perspectives on the topic. Writers will incorporate sources according to disciplinary and genre conventions, according to the writer's purpose for the text. Through increasingly sophisticated use of sources, writers develop an ability to differentiate between their own ideas and the ideas of others, credit and build upon work already accomplished in the field or issue they are addressing, and provide meaningful examples to readers.
- **Evidence:** Source material that is used to extend, in purposeful ways, writers' ideas in a text.
- **Genre conventions:** Formal and informal rules for particular kinds of texts and/or media that guide formatting, organization, and stylistic choices, e.g. lab reports, academic papers, poetry, webpages, or personal essays.

- Sources: Texts (written, oral, behavioral, visual, or other) that writers draw on as they work for a variety of purposes --to extend, argue with, develop, define, or shape their ideas, for example.

Definition: Written communication is the development and expression of ideas in writing. Written communication involves learning to work in many genres and styles. It can involve working with many different writing technologies, and mixing texts, data, and images. Written communication abilities develop through iterative experiences across the curriculum.

Evaluators are encouraged to assign a zero to any work sample or collection of work that does not meet benchmark (cell one) level performance.

	Capstone 4	Milestones 3	2	Benchmark 1	Score
Context of and Purpose for Writing <i>Includes considerations of audience, purpose, and the circumstances surrounding the writing task(s).</i>	Demonstrates a thorough understanding of context, audience, and purpose that is responsive to the assigned task(s) and focuses all elements of the work.	Demonstrates adequate consideration of context, audience, and purpose and a clear focus on the assigned task(s) (e.g., the task aligns with audience, purpose, and context).	Demonstrates awareness of context, audience, purpose, and to the assigned tasks(s) (e.g., begins to show awareness of audience's perceptions and assumptions).	Demonstrates minimal attention to context, audience, purpose, and to the assigned tasks(s) (e.g., expectation of instructor or self as audience).	-.25 4 +.25 -.25 3 +.25 -.25 2 +.25 -.25 1 +.25 0
Content Development	Uses appropriate, relevant, and compelling content to illustrate mastery of the subject, conveying the writer's understanding, and shaping the whole work.	Uses appropriate, relevant, and compelling content to explore ideas within the context of the discipline and shape the whole work.	Uses appropriate and relevant content to develop and explore ideas through most of the work.	Uses appropriate and relevant content to develop simple ideas in some parts of the work.	-.25 4 +.25 -.25 3 +.25 -.25 2 +.25 -.25 1 +.25 0
Genre and Disciplinary Conventions <i>Formal and informal rules inherent in the expectations for writing in particular forms and/or academic fields (please see glossary).</i>	Demonstrates detailed attention to and successful execution of a wide range of conventions particular to a specific discipline and/or writing task (s) including organization, content, presentation, formatting, and stylistic choices	Demonstrates consistent use of important conventions particular to a specific discipline and/or writing task(s), including organization, content, presentation, and stylistic choices	Follows expectations appropriate to a specific discipline and/or writing task(s) for basic organization, content, and presentation	Attempts to use a consistent system for basic organization and presentation.	-.25 4 +.25 -.25 3 +.25 -.25 2 +.25 -.25 1 +.25 0
Sources and Evidence	Demonstrates skillful use of high-quality, credible, relevant sources to develop ideas that are appropriate for the discipline and genre of the writing.	Demonstrates consistent use of credible, relevant sources to support ideas that are situated within the discipline and genre of the writing.	Demonstrates an attempt to use credible and/or relevant sources to support ideas that are appropriate for the discipline and genre of the writing.	Demonstrates an attempt to use sources to support ideas in the writing.	-.25 4 +.25 -.25 3 +.25 -.25 2 +.25 -.25 1 +.25 0
Control of Syntax and Mechanics	Uses graceful language that skillfully communicates meaning to readers with clarity and fluency and is virtually error-free.	Uses straightforward language that generally conveys meaning to readers. The language in the portfolio has few errors.	Uses language that generally conveys meaning to readers with clarity, although writing may include some errors.	Uses language that sometimes impedes meaning because of errors in usage.	-.25 4 +.25 -.25 3 +.25 -.25 2 +.25 -.25 1 +.25 0

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		AAS												
		WELD.CertC												
Program: Welding		WELD.CertA												
		Curriculum Map												
Program Outcomes: Upon completion of the program, graduates will be able to...	Essential Skills	describe and practice welding safety	analyze different welding processes and demonstrate the ability to use them	demonstrate the ability to weld in different plate positions(1F, 2F, 1G)	demonstrate the ability to weld in different pipe positions(1G)	interpret welding symbols and demonstrate the ability to work off of a blueprint	demonstrate proper use of math skills as related to layout, fabrication, and pipefitting	use tools and equipment found in a welding shop.	describe and practice welding safety	analyze different welding processes and demonstrate the ability to use them	demonstrate the ability to weld in different plate positions(1F, 2F, 1G + 1 additional position)	demonstrate the ability to weld in different pipe positions(1G, 2G, 5G, 6G)	interpret pipe and tube data related to pipefitting from a reference book	communicate effectively
Courses														
WELD 101 - WELDING SAFETY	234	IRMA							IRMA					
WELD 103 - BLUEPRINT READING FOR WELDERS	1234	R A			IR A	IRMA	IRMA	IRMA	RMA				I	
WELD 106 - MATHEMATICS FOR WELDERS	23	R			IR A	R	IRMA	IRMA	RMA				RA	
WELD 111 - SHIELDED METAL ARC WELDING	234	IR A	IA	IRMA	IR	R	IR	IRMA	IRMA	R	IRMA	IR	IR A	
WELD 122 - GAS METAL ARC WELDING	234	IR A	IA	IRMA	IR	R	IR	IRMA	IRMA	R	IRMA	IR	IR A	
WELD 201 - GAS TUNGSTEN ARC WELDING	234	IR A	IA	IRMA	IR	R	IR	IRMA	IRMA	R	IRMA	IR	IR A	
WELD 212A - INDUSTRIAL WELDING I	123	IRMA	IRMA	IRMA	IRMA	IR A	RM		IRMA	IRMA	IRMA	IRMA	IRMA	IR A
WELD 212B - INDUSTRIAL WELDING II	123	IRMA	IRMA	IRMA	IRMA	IRMA	RM		IRMA	IRMA	IRMA	IRMA	IRMA	IRMA
WELD 213 - LAYOUT AND FABRICATION	1234	IRMA	R	IRMA	IRMA	IR A	RMA	IRMA	IRMA	IRMA				
WELD 214 - PIPEFITTING	1234	IRMA	R	IRMA	IRMA	IR A	RMA	IRMA	IRMA	IRMA			IR A	
PCDE 101T-CAREER SUCCESS														IR
ENGL 100 - APPLIED COMMUNICATIONS														IRMA

Mapping	
I	Introduced
R	Reinforced
M	Mastered
A	Assessed/Artifact

Essential Skills	
1	written communication
2	oral communication
3	critical thinking
4	cultural diversity
5	social responsibility

ENDS - ANNUAL Personal Enrichment Page 7

- 1. Recipients pursuing individual interests will be personally enriched.**
- 2. Outreach will serve the needs of the Community.**

Feb 2018 – Jan 2019

1. Recipients pursuing individual interests will be personally enriched.

Offering both Personal Enrichment (PE) and Continuing Education (CE) courses and trainings at Garden City Community College (GCCC) is one way in which the College contributes to its mission to produce positive contributors to the economic and social well-being of society. The combined collection of PE and CE courses and trainings are designed to develop new partnerships and strengthen existing ones as a response to local economic development and employer needs. These PE and CE trainings are an example of how GCCC regularly listens to local and regional community needs and then responds by offering open enrollment classes or contract training for a specific business or industry. These courses also involve identifying areas of interest to the local citizens and patrons of the College and provide opportunities to expand their knowledge and skills in these fields.

Personal Enrichment courses at GCCC continue to operate as part of the overall CE area within Technical Education and Workforce Development. These courses include open enrollment and contract trainings. As mentioned previously, these courses and trainings are not as numerous as they once were at GCCC. The number of personnel at the college who work directly with PE and CE courses is significantly lower than in the past years. However, the College continues to maintain and offer the most highly desired PE courses (Woodworking and Concealed Carry Handgun). Additionally, the College did offer one community event with children and pumpkin painting. Nearly 20 kids participated.

2. Outreach will serve the needs of the Community.

Developing Partnerships

GCCC has participated in the Finney County Workforce Connection group that meets frequently to discuss employer needs and training opportunities within Finney County and surrounding areas. This group consists of various businesses, Kansas WorkforceOne, Finney County Economic Development, Garden City High School, Juvenile Detention Center, Corrections, and various other individuals. Also, College administrators regularly attend meetings of the Finney County Economic Development Corporation in order to stay abreast of the latest needs of local businesses and industries. Additionally, faculty and staff from GCCC participate in a host of community-based partnerships and groups, such as the Buster Red Meats partnership with Klaus Wood Pellets, collaboration with United Way, Salvation Army, the Rotary Club, Chamber of Commerce, Gray County Vocational-Technical Education Committee and other similar groups.

Contract Training

Contract trainings are provided to businesses, or individuals, that express a specific need that may not be available through some of the other courses offered on campus. While no specific contract trainings were offered in the past year, some new partnerships are currently developing that may lead to future courses.

Not all contract trainings involve exclusive and specific skills of a single business. Some trainings are coordinated with local businesses due to timing needs. GCCC and Tyson Foods continue to partner with one another to offer welding courses that fit the needs of Tyson employees and their work schedules.

More numerous training courses for workforce development will be taught in 2019.

Continuing Education Courses

Continuing education courses are offered periodically on campus - primarily to offer re-certification hours for professionals in the area that require hours to maintain their

certification. The teaching modes include traditional face-to-face courses in which the instructor and students are present on campus and also online courses offered through GCCC partner teaching corporations: Ed2Go and HealthEd Today. Continuing education hours that were offered in 2018 involved a total of 19 students and included the following programs:

- Traditional mode:
 - Insurance - training for licensed insurance agents (life, health, casualty, property, ethics).
- Online
 - Career certificate programs
 - HVACR Certified Technician
 - CCA Certified Medical Administrative Assistant with Medical Billing and Coding
 - Pharmacy Technician
 - Clinical Dental Assistant
 - Wind Energy Professional
 - Short-term courses
 - Introduction to Quickbooks 2016
 - Accounting Fundamentals
 - Discover Sign Language
 - Stock, Bonds, and Investing: Oh, My!
 - Grammar Refresher
 - Introduction to Quickbooks 2015
 - Speed Spanish
 - Java Programming Series
 - Start Your Own Edible Garden
 - Introduction to Illustrator

TEAM-T Offerings

Another component of community outreach is the courses offered through the Department of Public Safety (DPS), consisting of Criminal Justice, Fire Science, and Emergency Medical Services. TEAM-T was created several years ago as a way to offer educational opportunities to emergency responders in the region as well as to the public.

Historically, the DPS has offered a large number of trainings and courses to local law enforcement, fire fighters and emergency responders. However, due to the low number of personnel within the DPS, there was a decrease in the number of offerings through the non-credit portion of DPS again in 2018. The Criminal Justice department now has two full-time instructors who focus primarily on credit-bearing courses offered within the Criminal Justice program, but the second faculty member only began in August of 2018. Likewise in Fire Science, the lone instructor has focused his efforts on growing and maintaining credit-bearing courses within the Fire Science program. GCCC currently has two instructors in the EMT/Paramedic program. Non-credit offerings in EMT/Paramedic are limited to basic first aid/AED/CPR trainings that are offered to the campus community and other community groups. The College continues to experience decreases in both the Women on Target and Concealed Carry classes most likely due to changes in Kansas laws that allow residents to now carry a concealed firearm without formal training. A recently developing partnership between the DPS and the Garden City Police Department involves the ALICE training that has been taught on GCCC's campus and also in local high schools. This training prepares students, faculty, and staff at local schools to react to an active shooter situation. Finally, the college has offered courses in "Refuse to be a Victim" and "Defensive Driving" in the past, but with the limited resources currently available, these offerings are very limited.

Brief Analysis

The College continually works to evaluate the needs of the community and prepare events and trainings to accommodate those demands. With very limited personnel dedicated to developing, promoting, scheduling, and implementing personal enrichment events, the number of activities has decreased each year over the past three years. The College has established priorities and goals for personnel within Technical Education & Workforce Development and the increase in demands on the credit-bearing programs has taken away from the Continuing Education programs as a whole. However, the online offerings continue to increase each year and the College will need to evaluate how to best advertise and promote those programs in order to best utilize those opportunities.

Contract trainings through collaborative partnerships with local industry continues to be a major focus of GCCC, the Kansas Board of Regents, and the community at large. The College has established new partnerships and will continue to actively participate on local economic development boards and other municipal and regional advisory councils in an effort to provide the needed trainings.

Incidental Information February 2019

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

Instruction

Writing Center:

During our two weeks of operation in January, our six Writing Center tutors:

- Held a total of 54 tutoring sessions, working with 42 different students.
- Saw 11 of those students on multiple occasions.
- Logged a total of 21 total face-to-face hours with students.

These numbers are a bit lower than we anticipated, but we are still thrilled to be able to serve so many students. Additionally,

- 63% of Writing Center users made an appointment in advance, which we strongly encourage—appointments take priority over walk-ins.
- 83% of students who scheduled appointments kept their appointment. This is an improvement over last semester's average, but of course we'd like that to be as close to 100% as possible. Please encourage your students to make tutoring appointments via the scheduler on the Writing Center Canvas page, and emphasize the importance of showing up to their appointments on time.

Visual Art:

The Mercer Gallery hosted KU art faculty member, Michael McCaffrey for a month long exhibition in the gallery. McCaffrey visited campus on January 25 and completed a live oil painting demonstration and lecture to numerous students and community members.

GCCC Visual Arts Faculty lectured and exhibited artwork at Salina Wesleyan University in November and December of 2018, the exhibition was titled "Conquering the Flights of Fancy".

Students enrolled in ARTS 226 Professional Arts Practices II, were accepted into the Salina Biennial a regional Juried Art exhibition

GCCC Potters Guild created and then donated more than 400 bowls to GCCC Student Support Services and GCHS Student Government Association for local fundraisers.

Drama.

The College Players attended the 51st annual convention of the Kennedy Center American College Theatre Region V Festival. This year's event included representation from over 90 colleges in our region who sent well over 1,500 participants. Darlene Bennett, Tobi Mitchell, and Rheann Rodenbur represented our college in Irene Ryan acting competition where they competed against graduate students from across the region. Steven "Wade" Freeman presented his dramaturgy project for design expo and received a Certificate of Merit from the Kennedy Center for his Make Up Design for *Alone; In the Mind of Edgar Allan Poe*. Phil Hoke presented a seminar focused on Memory and Directing entitled *Modified Whelan Technique*. After discussion with festival organizers, the seminar will be extended to an intensive program for the 2020 festival.

Music

Vespers Concert in December went well and we had several community members join us for the performance of "Bethlehem Joy." I also sang with the FUMC Choir for their Christmas Cantata entitled "Sing Gloria." Auditions for solos for the Choral Valentine concert will be this Wednesday. The Concert will be held on February 14th in the Pauline Joyce Fine Arts Auditorium.

Faculty and staff recognition

Sam Sanger, Dr. Clint Alexander, Rodney Dozier, Brandy Unruh and Patsy Zeller have all been selected to receive the 2019 National Institute on Staff and Organizational Development Excellence award. This award recognizes the extraordinary work of faculty, administrators, and staff whose service to their students, colleagues

and community deserve special recognition. They are each invited to attend the National conference on May 26, 2019 at the National conference to participate in the excellence awards banquet.

English

1. The English Department will provide a plagiarism training (tentatively scheduled for Feb 22).
2. The English Department has received the laptops ordered and paid for by the MJW foundation. They are already being put to good use.
3. The Fine Arts building will soon be planning for renovations to the lobby and classroom 1204 (again provided for by the MJW grant).

Technical Education and Workforce Development

The Tech Ed division is forging “full steam ahead” for the Spring semester. Classes are full. Competitions are underway. Faculty are in the middle of lectures and activities. Plans are already being made for next Fall’s classes and programs. Recruitment is at the forefront of all we are doing.

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

Technical Education:

- John Deere
 - The program received a brand-new, state-of-the-art 4.5L John Deere engine that came complete with all the Final Tier 4 accessories and equipment. It also included teaching curriculum and software to run the engine and incorporate into classes. This was a very welcome (and surprising) addition to the program!
 - Five students have already signed dealership contracts for the upcoming Fall semester. The program anticipates filling to capacity very soon.
- Allied Health
 - The CNA students received revised student kits this semester that include individual stethoscopes for students to utilize and keep (and take home). This was an exciting addition to their kit of tools.
 - The kits in the Fall 2019 semester will include stethoscopes and blood pressure cuffs. These are exciting ways to allow students to continue practicing their skills from home and as they enter other health care careers.
- Welding
 - The program saw 21 of their 22 Fall students return for classes this spring. This represents a very good retention rate for this program.
 - There are 13 Tyson employees (students) who are taking two classes on Friday mornings as part of our continued partnership in workforce training with Tyson. This has been a very, very successful program over the past few years.
 - The program is teaching one night class that is full (13 students).
 - The program faculty are actively recruiting students for Fall 2019. Thus far, the program has attended functions/events at Hugoton, Garden City, and Satanta.
 - The annual Welding Competition is scheduled for March 28. This event continues to grow each year. In 2018, over 40 students and sponsors attended. Prizes and scholarships in the amount of over \$5,000 were awarded last year.
 - The students in this year’s program have currently earned 110 certifications and are on pace to beat last year’s record-breaking performance of 152.
 - The program is nearly ready to incorporate the new powder coating system into the curriculum. This will be an exciting addition to the program and add an entirely new component to the curriculum that has not been present in past years.
- Animal Science
 - The program will be receiving two donated pieces of equipment. They are percussion stunning devices from Bunzl Processor and Jarvis Products Corporation that can be used on a wide variety

of animals. The devices will be delivered in the upcoming months and incorporated into next year's curriculum.

- Meat Judging Team
 - Champion Team at the 2019 National Western in Denver
 - Permanently retired the National Western Cup to GCCC with previous wins in 2013 and 2016
 - Champions in Beef Grading and Total Beef
 - 2nd in Beef Judging, Lamb Judging, Pork Judging and Placings; 3rd in Questions
 - Dallie Metheney (Scott City) was 2nd high individual overall
 - Kyle Hammond (Holcomb) was 4th high individual overall
 - Emily Glenn (Scott City) was 7th high individual overall
 - Reserve Champion Team at Southwest Invitational
 - Dallie Metheney was high individual overall
 - Buster Red Meats
 - The partnership with Klaus Wood Pellets on Main St is progressing very nicely. Meat sales are doing very, very well. The Animal Science program will be partnering with Ryan Klaus to conduct additional classes involving cooking, preparing meat, and seasonings.
 - The partnership with Samy's Spirits and Steakhouse is also progressing. A large portion of all steaks being served at his restaurants comes from GCCC.
- ** There is a large demand for the products and services the Animal Science program is currently offering. Space on campus is becoming very limited for these business ventures. The program is exploring options for expansion in the near future.

Instrumental Music

Garden City Community College had five band students that were accepted into the Kansas Intercollegiate Band that performs every two years at the Kansas Music Educator's Conference in Wichita in February. The ensemble is comprised of a select group of students from colleges both public and private and two year and four year from all over the state of Kansas. Participants are selected through an audition process in the fall semester. The students will spend all day Thursday, February 21 and Friday morning, February 22 to prepare for a concert that will be held at the Century II convention center in downtown Wichita at 3:00pm that same day. The band will be under the direction of guest clinician, Dr. Christopher Chapman, Director of Bands at Oregon State University. The students participating are Emmanuel Ornelas (trumpet) of Ulysses, KS, Adrian Deleon (trumpet) of Garden City, KS, Max Giesaking (trombone) of Ulysses, KS, Colten May (euphonium) of Garden City, KS, and Jared Berry (percussion) of Garden City, KS.

Student Health Services

January Events:

STI Awareness: FCHD, SHS, Family Crisis

February Upcoming Events:

American Red Cross Blood Drive February 13th 9-1

Genesis Dental Screen February 26th 10-2

Admissions

156 applications in were received in January.

32 campus visitors in January.

We have one new international student starting this semester, from Kenya. We now have 39 international students total.

Helped host the Hi-Plains Basketball Tournament. We awarded two- \$500 scholarships to seniors, both happen to be from Syracuse. Both of them have already accepted and plan to attend next fall.

We are sponsoring our service area high schools with a popcorn bag promotion.

Hugoton Job Fair on January 15 - Roman, Gabe, Gary, Patsy, Devin, Cindy, Ryan & I went to Hugoton to show off our technical programs and what we have to offer. I worked an admissions booth in the gym to give out information on applying and campus visits.

St. Dominic's 6th grade class came to visit January 29. The students visited the criminal justice department and learned how to finger print. They received a demonstration on how agriculture works and the process from start to finish on how milk, wheat and beef are produced into grocery stores. The students were able to see our nursing department and our cosmetology department as well. Pictures were taken with President Ruda and family for the essay finalists.

Lakin Futures Fair on February 22 – The sixth grade students will get an opportunity to visit and see what our technical programs do and how college will benefit them in their futures. There are 59 students and it will be from 9 am – 2:30 pm.

Advising

Assisting with “no show” rosters.

Ft Hays State University visited campus today 02/06/19 to talk to students interested in transferring.

Wichita State University will be here February 20.

Student Activities and SGA

SGA is in the process of planning an Earth Day event in April. We are looking at doing an “Adopt-a-Spot” where clubs on campus can pick a spot on campus and claim it as their own to take care of. SGA would provide supplies to maintain the area, but it would be the clubs' responsibility to continue to keep it looking nice. SGA is currently planning a Casino Night for March 28. We are zeroing in on a date for our Student Activities Banquet during the week of April 23-25. SGA will be participating in the ALICE training on February 15 and helping sponsor the Blood Drive on February 13.

Student Activities and Intramurals are continuing along with events every week.

Student Activities, SGA, and Intramural events for the month of February are as follows:

Wednesday, February 6 at 6:30pm, BTSC Student Activities Center- Intramural 2K18 Basketball Tournament

Thursday, February 7 from 9:30am-1:00pm, Library Lobby- SGA Valentine's Matchmaker Event

Tuesday, February 12 from 1:00-3:00pm, BTSC Basement- Make-it Take-it Tuesday: String Art

Wednesday, February 20 at 6:30pm, Location TBD- Intramural Indoor Soccer

Tuesday, February 26 from 1:00-3:00pm, BTSC Basement- Make-it Take-it Tuesday: Paint by Number

Vice President for Administrative Services/CFO, Karla Armstrong

The following grants were awarded through the Mary Jo Williams Trust:

Mary Jo Williams Comprehensive Learning Center	\$20,000.00
English and Fine Arts Departments	\$14,329.75
John Deere Ag Tech Program	\$ 8,750.00
GCCC Automotive Technology Program	\$13,338.53
GCCC Continuing Education Program	\$10,146.90
GCCC English Department	<u>\$16,626.59</u>
Total	\$83,191.77

Review of the college strategic plan for 2018-19 indicates that the top ten items have either been completed or are currently in progress. The planning process for next year has begun. Strategic Plan for 2018-19 follows this report.

The Budget Committee will soon begin meeting to review the 2018-19 budget and begin discussions on the 2019-20 budget. Departmental budget templates will be sent to departments for their review and response. The templates will be reviewed by the Budget Committee and considered along with department plans by the Strategic Planning Council.

Business Office and Payroll Department

The business office submitted federal 1098T and 1099 forms. The IRS required all colleges to report 1098T on payments received for qualified tuition and fees. We have always reported on qualified charges for tuition and fees in the past. There were 2,982 forms processed. The total payments reported was \$5,469,048. Payments include personal payments, scholarships, grants and loans up to the amount of qualified tuition and fees. \$5,644,760.28 was reported for scholarships and grants. 2,360 students were reported attending at least half time.

Payroll processed 672 W-2's for 2018 and 246 1095C forms. We also processed 4th quarter unemployment reports for 7 states.

Human Resources

Currently, there are seven full time positions open, which includes four instructor positions:

Admissions Representative

Accommodations Coordinator

Head Volleyball Coach

Physics/Math Instructor

Chemistry Instructor

Vocal/Music Instructor

English/Adjunct Instructor

There are four new employees to report since the last meeting;

Kellee Munoz- Human Resources Director

Zach Miller- Assistant Football Coach

Lance Miller- Network Administrator (Start date: 2/11/19)

Brooke Garvey- Assistant Payroll Coordinator (Start date: 2/11/19)

Projects for the Human Resources Department include policy and procedural review as well as the development of employee and faculty handbooks.

Operations:

- Meeting on campus with Integrated Consulting Engineers to discuss energy audits and infrastructure project prioritization. Further development of master facilities planning and phasing.
- Working summer projects: South Tunnel Cap Replacement & Hydronic Hot Water Pipe replacement.
- Met with C&C group to determine next phase in building controls installation. Prioritizing campus needs for controls.
- Reached out to Techline sports lighting to get quotes on complete light pole replacement. Meeting with them in February to discuss options.
- Working on specs and RFP for summer roofing projects.
- Traveled to Orlando, Florida for Title IX Civil Rights Investigator training.
- Working on purchasing a 15 passenger transit van.
- Coordinating fall remodels with Faculty and Staff.
- Scheduling Tuck-pointing areas for spring

Maintenance:

- Remodel GC Media room and turned it in to a lecture hall. Removed walls, VCT tile, old carpet, replaced ceiling tile and light fixtures. We installed new carpet and painted all walls, and added new receptacle covers.
- We were visited by the Kansas Department of Labor. We received a very good review on our safety throughout campus. We have a few items that need addressed but nothing critical. The KDOL auditor commended us on a job well done.
- Fire alarm inspections were done this last month by Simplex Grinnell and the tech from Simplex Grinnell gave us accolades for job well done throughout campus and all our student housing.

- Replacement of hot water heaters in units and Broncbuster housing.
- Work orders continuing to be at around 35 per day.

Information Technology:

- The Wireless and camera refresh is 90% finished and the project will be completed in February.
- One DataTel server has been converted from a physical machine to a virtual machine and we are beginning to plan the conversion of the last 3.
- The English Department received a MJW grant for 30 chromebooks and a charging cart that IT setup and distributed out to them.
- The faculty machines are making their way out; the academic building has been finished for faculty.
- IT is happy to have William Howell joining as computer technician and Lance Miller re-joining GCCC as the Network Manager.

Grounds:

- Snow removal
- Work Orders
- Maintenance Work Orders
- Wash GCCC Fleet Vehicles
- Lay down ice melt
- Maintenance shop and Grounds shop cleaning and organizing
- Maintenance on all grounds equipment

Custodial:

Set ups:

- Monthly board meetings
- Meetings held in Endowment room, Bronc room

Custodial Coverage:

- 3 Day High Plains BB tournament
- February 13, Blood Drive held practice gym
- February 21-24 Dinner Theatre held in Fine Arts Auditorium
- All Men’s and Women’s BB games
- Complete work orders
- Ordered supplies
- Ordered 3 new vacuums

Transportation:

- January was a busy month, with many miles of recruiting trips and long sports team trips. No unexpected breakage or repairs.
- Dealing with the age of the fleet: We have seven small fleet vehicles with more than 200,000 miles. This year we would like to replace one 11 passenger van with a Ford Transit van and replace one minivan with a car if funding allows. Buses #2 and #3 continue to be out of service due to reliability issues and we would like to replace them in the near future with one 35 - 40 passenger bus. This would better serve our teams.

Fleet Utilization Jan 2019

Label	Year Make Model	Distance Traveled	Days Utilized	Trips	End Miles
#50	2012 FORD FUSION	4,865.00	18	103	246,676.90
#51	2012 FORD FUSION	6,002.20	24	165	233,234.40
#52	2012 FORD FUSION	6,875.30	24	164	215,367.60
#55	2017 CHEVROLET IMPALA	910.6	8	38	34,170.50

#60	2011 DODGE GRAND CARAVAN	1,201.20	13	51	194,080.30
#61	2011 DODGE GRAND CARAVAN	1,055.10	21	82	111,405.10
#62	2016 DODGE GRAND CARAVAN	3,740.50	17	117	69,036.20
#63	2016 DODGE GRAND CARAVAN	2,008.50	20	102	60,011.10
#74	2005 CHEVROLET EXPRESS	1,122.30	7	24	168,569.90
#75	2005 CHEVROLET EXPRESS	2.4	6	12	182,462.10
#76	2004 GMC SAVANA	82.6	4	21	213,016.70
#77	2013 FORD E-SERIES WAGON	1,064.70	9	44	108,113.60
#85	2009 DODGE GRAND CARAVAN	605	15	35	265,406.60
#87	2009 DODGE GRAND CARAVAN	145.6	19	84	283,533.60
#88	2009 DODGE GRAND CARAVAN	1,389.90	17	71	96,960.10
#89	2010 DODGE CARAVAN	1,578.90	16	64	236,101.00
BUS#1	2012 MCI J 4500	4.6	8	12	338,222.20
BUS#2	1998 INTERNATIONAL MINI BUS		0	0	526,134.20
BUS#4	1998 MCI 102E SERIES	4,905.40	7	7	546,935.70
BUS#5	2013 FORD F550 BUS CONV.	2,409.20	16	76	125,840.40
BUS#8	2011 MCI J4500	3,240.30	18	40	364,296.05

2018-19			
Priority Goals			
Description	Progress		Strategic Plan
Internal wireless camera upgrade \$125,000	Board approved in fall 2018. Began installation of 85 cameras/access points and 80 regular access points		4.1.2.1
External camera replacement/upgrade \$20,000	Planned for spring 2019		4.1.2.1
Replace Penka Roof \$150,000	Completed in July 2018		4.1.2.1
Replace DPAC Roof \$100,000	Completed in July 2018		4.1.2.1
South Tunnel Cap Replacement \$75,000	Planning for Summer 2019		4.1.2.1
Replace all old doors \$75,000	In discussion and review		4.2.1.4
PLUM Cases for Athletics \$6,200	Review		1.1
Nursing Mid-Level Simulators \$24,000	Received 2 new simulators. Writing a grant for 2 additional		4.2.4
Full-time Criminal Justice Faculty	Hired in August 2018		4.2.2 and 4.2.3

Full-time English/Speech Faculty	Hired in August 2018		4.2.2 and 4.2.3
Full-time Distance Ed generalist	Hired at starts in January 2019		4.2.2 and 4.2.3
Professional Development	Increased allocation for professional development by \$7,000		3.1
Financial Aid WISS Software \$5,000	**		1.3
Computer Replacement (D110)	Replaced faculty computers as well as labs in Penka		4.2.4