

May 10, 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, May 14, 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. Report from Endowment Association
  - F. President’s Report
  
- II. 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 potential litigation.*
  
- III. CONSENT AGENDA ..... Action**
  - A. Approval of minutes of previous meetings (April 9, 2019).....pg. 3
  - B. Approval of personnel actions-Human Resources.....pg. 9
    - B-1 Human Resources Report .....pg. 10
    - B-2 Adjunct/Outreach Contracts.....pg. 11
  - C. Financial information.....pg. 17
    - C-1 Checks processed in excess of \$50,000.....pg. 19
    - C-2 Revenues.....pg. 20
    - C-3 Expenses.....pg. 22
    - C-4 Cash in Bank.....pg. 27
  - D. Approval of Resolutions Non-Renewal of Employment Contracts.....pg. 28
    - D-1 Resolution 2019-02
  
- IV. CONFIRMATION OF MONITORING REPORTS:**
  - A. Monitoring Reports and ENDS.....**Consensus Approval**
    - A-1 Executive Limitations, Treatment of People 1-4.....pg. 29
    - A-2 Annual Ends, Academic Advancement.....pg. 32
  - B. Review Monitoring Report  
No review scheduled
  - C. Board Process and Policy Governance Review

**V. OTHER:**

- A. Incidental Information.....pg. 41
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT
- D. Report on HLC

**VI. OWNERSHIP LINKAGE:**

**Upcoming Calendar Dates:**

May 20	Summer hours begin, Monday-Thursday 8:00 a.m.-4:00 p.m., Fridays 8:00 a.m.-Noon
May 27	Memorial Day, No Classes/Offices Closed
June 1-2	KACCT Quarterly Meeting, Kansas City Kansas
June 12	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
July 4-5	Independence Day, No Classes/Offices Closed

**VII. EXECUTIVE SESSION**

**VIII. ADJOURNMENT**

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Dr. Ryan J. Ruda  
President

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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  
April 9, 2019**

Trustees Present: Dr. Merylyn 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  
Karen Canales, LiveWell Finney County  
Nicole Dick, Math Instructor  
Toni Douglass, Community Member  
Mark Douglass, Community Member  
Callie Dyer, LiveWell Finney County  
Chief Rodney Dozier, GCCC Chief of Police  
Amber Friend, *Garden City Telegram*  
Donna Gerstner, LiveWell Finney County  
Sheena Hernandez, English Instructor  
Phil Hoke, Drama Instructor/Faculty Senate  
Clara Jackson, SGA President  
Aaron Kucharik, Community Member  
Colin Lamb, Vic President for Student Services/Assistant Athletic Director  
Jean Lamfers, Attorney  
Lance Miller, Network Administrator  
Chuck Pfeifer, Dean of Workforce Technology  
Lon Pishny, Community Member  
Derek Ramos, Dean of Physical Planning & Facilities Management  
Lauren Rockhold, Coordinator, Student Activities/SGA Advisor  
Dr. Ryan Ruda, President  
David Rupp, Community Member  
Ashley Salazar, Director of Public Relations  
Phil Terpstra, Dean of Academics

**CALL TO ORDER:**

Chair Wasinger called the regular board meeting to order at 6:07 p.m.

**COMMENTS FROM THE CHAIR:**

Chair Wasinger made the following comments:

- Chair Wasinger took a few minutes to remember GCCC Student Brandon Barbo that lost his life in a car accident last weekend.
- Chair Wasinger noted that he and several others had returned last evening from Chicago where they attended the 2019 Higher Learning Commission Annual Conference.
- Chair Wasinger reminded everyone about the GCCC Endowment Association's annual auction that is scheduled for Friday, April 12, 2019, at the Finney County Exhibition Building. Doors open at 6:00 p.m. and admission is \$25.00, no tickets sold at the door. A \$10 BBQ or Catfish meal will be available for purchase. The Endowment Association will be giving away a 2019 Chevy Coupe. Tickets are still available for \$50 each.
- Congratulations were extended by Chair Wasinger to Presidential and Dean's Scholarship recipients from Garden City High School.

**INTRODUCTION OF NEW EMPLOYEES:**

Colin Lamb, Vice President for Student Services/Assistant Athletic Director, introduced new employee Liandro Rodriguez, Technical Admission Representative.

President Ruda welcomed GCCC employee Rodriguez and presented him with a GCCC Broncbuster lapel pin.

**REPORT FROM STUDENT GOVERNMENT ASSOCIATION:**

Clara Jackson, Student Government Association president, spoke to upcoming events sponsored by SGA:

- April 11 Pizza with the President
- April 17 Earth Day, student organizations will adopt-a-spot around campus to care for. Items and tools will be provided for them through SGA.
- April 24 Student Government Association will host their annual banquet, 5:30 p.m., in Conestoga Arena. Jackson extended an invitation to all GCCC Trustees to attend if their schedules allow.
- April 25-16 Allocations for student groups.
- May 1 “Send Silence Packing”, in the GCCC Quad. SSP is an exhibit that has traveled the country to end the silence that surrounds mental illness and suicide. SGA is partnering with LiveWell of Finney County, St. Catherine’s Hospital, Genesis and Compass to provide the location for this award winning exhibit. Garden City Community College is the only Kansas stop that the exhibit will be making. Focus is to heighten awareness about mental health, inspire action for suicide prevention, connect individuals with mental heal resources and jump start action. More than 100 backpacks will be strewn across the quad, with a personal stories attached from individuals who have lost a loved one to suicide. This event is free and open to the public.

Dr. Ruda took a few minutes to congratulate Clara Jackson, Student Government Association president, and Raul Leyva, Presidential Ambassador on their selection as student speakers for the GCCC 99<sup>th</sup> Commencement ceremony on Friday, May 3.

Trustees thanked Jackson for her report and extended congratulations to both Jackson and Leyva in their selection.

**REPORT FROM FACULTY SENATE:**

Phil Hoke, Drama Instructor/Faculty Senate, reported that elections have taken place and will be announced at the April 26 Faculty Luncheon. Hoke extended an invitation to all GCCC trustees to join the faculty at the luncheon on April 26. Senate continues to formalize the professional development criteria to insure the process is fair to all that apply. Learning communities have been presented by Ms. Perla Salazar on robotics, March 29 and Dr. Jeanie Ferguson hosted the Employee Quiz Bowl on April 5. Hoke reported that the Fine Arts Building team were winners of the Quiz Bowl.

Trustees thanked Hoke for his report.

**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.

**New Students, New Opportunities**

**100<sup>th</sup> Anniversary Scholarships and Celebration**

On April 1, Garden City Community College celebrated the countywide vote that brought GCCC into existence. The campus celebrated the GCCC “Birthday” with cake and announced four of the winners of the 100<sup>th</sup> Anniversary Scholarship contest that was initiated by Administrators and staff during the 90<sup>th</sup> Anniversary of GCCC back in 2009. Garden City High School students Dawyne Haynes, Tyrel Haynes, Connor Hipp, and Marissa Arteaga were among the scholarship winners represented and in attendance during the short ceremony.

Meeting of Trustees  
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This event was the launch of the 100<sup>th</sup> Anniversary of GCCC. Additional planned activities include, but are not limited to: an Athletic Hall of Fame Induction, a Centennial Gala, a Community Parade, and a fun family event on the campus quad. The majority of the events and celebrations will take place on Friday, September 27 and Saturday, September 28, featuring the Homecoming Football game, which will take place at 3:00 PM on September 28.

#### *Freshman \$500 Scholarship Drawing and Admissions Initiative*

The GCCC Admissions Office has launched a Freshman \$500 Scholarship Contest to encourage Fall 2019 application. All applications received between April 1 and April 26 for the Fall 2019 semester for students who intend to take a minimum of 6 credit hours will be entered into the drawing. Five, \$500 scholarships will be drawn. A video that the Marketing Department developed to advertise the contest on social media was shown. Dr. Ruda thanked Ashley Salazar, Melody Brooks, and Cecilia Miller for their work on this project.

#### *Garden City High School Presidential and Deans Scholarships @ GCHS*

The admissions office also hosted the first ever “signing day” for Garden City High School Students on Friday, April 5. Students in the top 10% of their class at Garden City High School are offered a \$1,000 Presidential Scholarship, and students in the top 11-25% of their class were offered a \$700 Deans Scholarship. Several students attended the signing day and had their pictures taken to celebrate their recognition.

#### *Women in Tech: Fire Science Commercial*

Dr. Ruda shared that GCCC was awarded a grant to increase female enrollment in technical programming. Funding was designated specifically to fund a high-quality commercial for the fire science program. Current GCCC students, the Garden City Fire Department, and previous students joined together on April 1 to stage a burn at the Fire Training facility, classroom instruction in the fire classrooms, and interviews with the camera crew on-site at the Garden City Fire Department Station. A camera crew equipped with top-quality cameras and a drone spent two days filming on-site. The finished commercial will air on KSN, be marketed digitally, and will also be shared on social media. The commercial should be completed and begin airing by May 1.

#### **Community Engagement**

##### *Alumni at the Home Show*

Dr. Ruda was happy to report that over 100 Alumni from Garden City Community College completed the new Alumni Contact form and engaged with GCCC staff at the 44<sup>th</sup> Annual Better Home and Better Living Show at the Finney County Fairgrounds on March 23 and 24. Individuals were also given the chance to celebrate their alma mater by taking a photo in the “Great Day to be a BUSTER” Photo booth. Dr. Ruda thanked Ashley Salazar, Melody Brooks, and Cecilia Miller for their work on this project.

##### *Welding Competition*

Welding hosted their annual Welding Competition for participating high schools on March 28. This annual event is a wonderful recruiting opportunity for the Welding program and participation increases each year. Thanks to the many sponsors and judges at this event. Approximately 10 schools participated with a total of 32 students competing. Ty Bacon from Dodge City High School was this year’s winner. Dr. Ruda extended his appreciation to Dean of Technology, Chuck Pfeifer, Julie Farr, Administrative Assistant and to the Outstanding Welding faculty, Kurt Wenzel, Devin Wackerla, and Norman Wyatt for coordinating this event.

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Taskforce Broncbuster Pathfinder Challenge

Taskforce Broncbuster, under the leadership of Sgt. Jeromy Fisher, hosted 20 Garden City High School JROTC students for the Pathfinder Challenge on April 5. This orienteering competition was a day-long training and competition to develop the orienteering skills of the high school students while giving them an opportunity to explore the Readiness Center and GCCC's facilities. Students competed as individuals or teams for the ultimate prizes of \$50 or \$100 scholarships to Garden City Community College. Kathryn Byers finished the course in 14 minutes, getting all five points correct and was named the best individual, winning the \$100 scholarship. The best team award was given to Esai Morales and Angel Rivera, who both won \$50 scholarships for their efforts.

Events Hosted at GCCC Last Month

Rodeo

The Rodeo Team and Coaches Jim Boy Hash, and Brock Baker hosted a very successful 52<sup>nd</sup> Annual Rodeo, which was held at the Horse Palace April 5-7. GCCC enjoys hosting this annual event.

Crimes of the Heart

The College Players delivered four performances of Beth Henley's Pulitzer Prize-winning play, "Crimes of the Heart" from April 4-7. It was the first performance for freshman student, Andreas Price, who played Doc Patton, and the final performance for sophomore student Darlene Bennett, who took a leading role as Babe in the play.

The Beauty Mask

Through April 25, Morgan Ford Willingham's "The Beauty Mask" will be on display in the Mercer Gallery. This group of altered photographs explores how natural beauty is masked by cosmetics that women use every day, and how the language of advertising is absorbed into the subconscious, where it constantly influences what women buy and how they perceive themselves. The text in this work is often appropriated from advertising slogans found in popular women's magazines and is often difficult to read, signifying how the linguistics of advertising subconsciously attempts to persuade women to buy cosmetic products that alter their physical appearance.

Chair Wasinger thanked Dr. Ruda for his report.

**CONSENT AGENDA:**

Chair Wasinger asked if Trustees wished to remove any items from the consent agenda. Trustee Douglass asked that item II-D-1 Base and Alternate Bid for roof replacement, John Collins, and Pauline Joyce Fine Arts Building be withdrawn for separate vote. Trustee Douglass will recuse herself from the vote due to personal involvement.

Chair Wasinger then asked for a motion approving consent agenda items II A-C and E.

**Motion:**

***Worf moved, seconded by Martinez to approve consent agenda items II A, B, C, E as presented.***

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

***Nays: None***

***Motion carried: 5-0***

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (March 12, 2019)  
(Supporting documents filed with official minutes.)

**(B) APPROVED PERSONNEL ADJUNCT/OUTREACH CONTRACTS**, as presented  
(Supporting documents filed with official minutes.)

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

**(E) APPROVED RESOLUTION 2019-01 NON-RENEWAL OF EMPLOYMENT CONTRACT**  
(Supporting documents filed with official minutes.)

**PULLED CONSENT AGENDA ITEM “D” BASE AND ALTERNATE BID FOR ROOF REPLACEMENT, JOHN COLLINS, AND PAULINE JOYCE FINE ARTS BUILDING:**

The original John Collins Vocational Tech building was originally constructed in 1974. The building is 33,628 sq. ft. consisting of 18 instructional areas, 10 classrooms, 6 shop areas on the main floor and 2 shop areas on the mezzanine. In 1982 two additions were completed to the building totaling 46,974 sq. ft., including space for graphic arts, building trades, auto mechanics and agriculture. In 2008 the masonry lab was remodeled to accommodate the welding program. In 2009 a New fire alarm system was installed. In 2010 the publications lab was remodeled. In 2013 the animal science/meats lab was expanded. The original metal roof over the John Deere and wood shops is at the end of its life. It has numerous leaks and needs replaced as soon as possible. Also, at the fine arts building, the original gravel roof over the art lab is at the end of its life. These roofs have had numerous patches and repairs done over the years.

An RFP, with the assistance of G.M.C.N. architecture, was issued and sent out to three contractors. Bids were received from two; D.V. Douglass Roofing, Inc., Garden City, Kansas and Wray Roofing., Newton, Kansas. Administrations recommendation is to accept the best proposal for the base bid and alternate #2 from D.V. Douglass Roofing, Inc.

D.V. Douglass Roofing, Inc.:	\$173,750.00
Wray Roofing., Newton, Kansas.:	\$199,400.00

**Motion:**

*Worf moved, seconded by Crist to approve consent agenda items II D-1 Base and Alternate Bid for roof replacement, John Collins, and Pauline Joyce Fine Arts Building as presented.*

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

*Nays: None*

*Trustee Douglass recused herself from the vote.*

**Motion carried: 5-0**

(Supporting documents filed with official minutes.)

**MONITORING REPORTS and ENDS REPORTS:**

No monitoring reports were scheduled for review.

**REVIEW MONITORING REPORTS:**

Annual, General Executive Constraints # 2 and #10.

Trustees discussed and agreed to develop tobacco specific language for possible addition to General Executive Constraints #10 which currently states: *“The President shall not fail to insure a safe and healthy environment*

Meeting of Trustees  
April 9, 2019

**on Campus**". Trustee/Policy Governance Officer, Trustee Douglass will craft language that reflects support of a "Tobacco Free" campus and present at the May meeting.

**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

No Policy Governance review was scheduled.

**REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION (FCEDC):**

Trustee Martinez was unable to attend the last meeting and had no report.

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

Trustee Crist indicated that KACCT quarterly meetings will take place June 7-8 at Barton County Community College. Trustee Crist went on to commend the Technology Departments and all the work that is done by faculty in recruiting and growing their programs.

**REPORT ON HIGHER LEARNING COMMISSION (HLC):**

Jacquelyn Messinger, VP Institutional Effectiveness & Accountability, was not available to give a report.

**OWNERSHIP LINKAGE:**

No Report was given.

**CALENDAR DATES:**

Chair Wasinger reviewed calendar dates with Trustees.

**Motion:**

*Martinez moved, seconded by Crist to adjourn the April 9, 2019 Garden City Board of Trustee meeting.*

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

**Nays:** *None*

**Motion carried: 6-0**

Meeting adjourned at 7:00 p.m.

**UPCOMING CALENDAR EVENTS:**

May 14	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
May 16-17	Emergency Medical Services Site Visit
May 20	Summer hours begin, 8:00 a.m.-4:30 p.m. M-H, 8:00 a.m.-Noon Fridays
May 23	Campus/Community Reception for President Ruda, 2-4, Endowment Room
May 27	Campus Closed, No Classes, Memorial Day

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Debra J. Atkinson  
Deputy Clerk

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Dr. Ryan Ruda  
President

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Dr. Blake Wasinger  
Chairman of the Board



**Agenda No: III-B**

**Date: May 14, 2019**

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

**Presenter: Dr. Ryan Ruda, 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:**



May 7, 2019

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

**New Hires:**

Marc P. Malone, VP for Instructional Services, effective, May 20, 2019  
Corey Bryant, Head Women's Soccer Coach, effective, May 20, 2019  
Greg McVey, Athletic Director, effective, May 27, 2019  
Kari Adams, Coordinator of Accommodations, effective, June 3, 2019  
Antoine Bedard, Physics/Math Instructor, effective, August 12, 2019

**Transfers:**

Jesse Cagle from Administrative Assistant to the VP for Instructional Services to Scholarship Coordinator, effective, June 3, 2019

**Separations:**

Alfred Davis, 2<sup>nd</sup> Assistant Women's Basketball Coach, effective, April 12, 2019  
Liliana Villalobos, Custodian, effective, May 3, 2019  
Daniel Reyes, Coordinator of Media Studies, effective, May 8, 2019  
Mandy McCarthy, Assistant Athletic Trainer, effective, May 10, 2019  
John "Clay" Wright, Vocal Music Instructor, effective, May 14, 2019  
Elizabeth Wampler, Nursing Instructor, effective, May 14, 2019  
Amy Poteet, Speech Instructor, effective, May 14, 2019  
Michael Boateng, Math Instructor, effective, May 14, 2019  
Charinee Mitchell, Head Women's Basketball Coach, effective, May 31, 2019  
Timothy Routon, Skilled Maintenance, effective, May 31, 2019  
Lauren Rockhold, Coordinator of Student Activities, effective, June 5, 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 05/14/2019)

INSTRUCTOR	CLASS	AMOUNT
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<b>ADJUNCT CONTRACTS</b>		
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Mitchell, Charinee	Health Education HPER-106-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1,500.00 3/04/2019 - 5/09/2019	\$ 1,500.00
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<b>TOTAL ADJUNCT CONTRACTS:</b>	<b>\$</b>	<b>1,500.00</b>
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<b>ONLINE ADJUNCT CONTRACTS</b>		
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Eldridge, Ronda	Music History & Appreciation MUSC-108-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 4/15/2019 - 5/10/2019	\$ 1,500.00
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Terrell, Amanda	Art Appreciation ARTS-120-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 4/15/2019 - 5/10/2019	\$ 1,500.00
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<b>TOTAL ONLINE ADJUNCT CONTRACTS:</b>	<b>\$</b>	<b>3,000.00</b>
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<b>NON-CREDIT ADJUNCT CONTRACTS</b>		
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Hommm, Mike Lead Instructor	Women on Target-NRA Basic Pistol CRMJ-315-03 - NON-CREDIT 10 contact hour(s) @ \$20.00 = \$200.00 4/13/2019	\$ 200.00
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Pardo, Carlos Lead Range	Women on Target-NRA Basic Pistol CRMJ-315-03 - NON-CREDIT 5 contact hour(s) @ \$20.00 = \$100.00 4/13/2019	\$ 100.00
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Pauley, Paul Range Assist	Women on Target-NRA Basic Pistol CRMJ-315-03 - NON-CREDIT 5 contact hour(s) @ \$20.00 = \$100.00 4/13/2019	\$ 100.00
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<b>TOTAL NON-CREDIT ADJUNCT CONTRACTS:</b>	<b>\$</b>	<b>400.00</b>
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**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 05/14/2019)

**SERVICE CONTRACTS FOR OUTREACH FACULTY SPRING 2019**

**DEERFIELD - USD 216**

Meinzer, Tracy	Monitor Online Class ENGL-102-55 English II PSYC-101-55 General Psychology 1/9/19-5/9/19	\$	375.00
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**DEERFILED TOTAL: \$ 375.00**

**DIGHTON - USD 482**

Linenberger, Whitney	English II ENGL-102-DI - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/4/19-5/17/9	\$	1,125.00
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Wick, Stephanie	Monitor Online Class SPCH-111-55 - 3.00 cr. hrs 1/9/19-5/9/19 11-00-0000-11022-6610	\$	375.00
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**DIGHTON TOTAL: \$ 1,500.00**

**GARDEN CITY - USD 457**

Anderson, Amy	Intro to Computer Concepts & Appl CSCI-110-GC - 3.00 cr.hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/8/19-5/24/19	\$	1,125.00
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Ayers, Misty	Principles of Biology BIOL-105-GC - 5.00 cr. hrs 5.00 cr. hrs X \$375.00 = \$1,875.00 1/8/19-5/24/19	\$	1,875.00
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Kalarikkal, Biju	Calculus and Analytic Geom. I MATH-122-GC - 5.00 cr. hrs 5.00 cr. hrs X \$375.00 = \$1,875.00 1/8/19-5/24/19	\$	1,875.00
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Smith, Nathan	Online Monitor C.N.A - HELR-1023-GC1 1/7/19-3/1/19	\$	375.00
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Smith, Nathan	Online Monitor C.N.A - HELR-1023-GC2 1/7/19-3/1/19	\$	375.00
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Smith, Nathan	Online Monitor Medical Terminology - EMIC-104-GC 3/5/19-5/9/19	\$	375.00
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Terpstra, Wendi	English II ENGL-102-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/8/19-5/24/19	\$	1,125.00
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**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 05/14/2019)

Terpstra, Wendi	English II ENGL-102-GD - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/8/19-5/24/19	\$	1,125.00
Terpstra, Wendi	English II ENGL-102-GE- 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/8/19-5/24/19	\$	1,125.00
Turpin, Jenette	General Psychology PSYC-101-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/8/19-5/24/19	\$	1,125.00
Tidwell, Russell	Public Speaking SPCH-111-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/8/19-5/24/19	\$	1,125.00
<b>GARDEN CITY TOTAL:</b>		<b>\$</b>	<b>11,625.00</b>
 <b><u>HOLCOMB - USD 363</u></b>			
Baier, Michelle	College Algebra MATH-108-HO - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 8/18/18-5/16/19	\$	1,125.00
Baier, Michelle	Plane Trigonometry MATH-109-HO - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 1/7/19-5/16/19	\$	1,125.00
Kelly, Cindy	English II ENGL-102-HO - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 1/7/19-5/16/19	\$	1,125.00
Van Dolah, Patricia	Public Speaking SPCH-111-HO - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/7/19-5/16/19	\$	1,125.00
<b>HOLCOMB TOTAL:</b>		<b>\$</b>	<b>4,500.00</b>

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 05/14/2019)

**LAKIN - USD 215**

Bachman, Jennifer	Online Monitor Public Speaking - SPCH-111-55 1/7/19-5/9/18	\$	375.00
Bachman, Jennifer	Online Monitor General Psychology- PSYC-101-55 1/7/19-5/9/18	\$	375.00
Thompson, Kevin	English II ENGL-102-LA - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 2/25/19 - 5/21/19	\$	1,125.00
Thompson, Kevin	Intro to Literature I LITR-210-LA - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 11/26/18 - 2/22/19	\$	1,125.00
<b>LAKIN TOTAL:</b>		<b>\$</b>	<b>3,000.00</b>

**LEOTI - USD 467**

Conard, Julie	General Psychology PSYC-101-LE - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/3/18 - 5/18/18	\$	1,125.00
Fischer, Nicole	Online Monitor College Algebra - MATH-108-55 1/7/19-5/9/19	\$	375.00
Niswonger, Leslie	English II ENGL-102-LE - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/3/18 - 5/18/18	\$	1,125.00
Thelen-West, Stephanie	Online Monitor Medical Terminology - EMIC-104-GC 3/5/19-5/9/19	\$	375.00
<b>LEOTI TOTAL:</b>		<b>\$</b>	<b>3,000.00</b>

**SCOTT CITY - USD 466**

Anil, Preeti	General Chemistry CHEM-105-SC- 5.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 8/16/18-5/15/19	\$	1,875.00
McCormick, Sarah	English II ENGL-102-SC - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 1/3/19-5/15/19	\$	1,125.00

**GARDEN CITY COMMUNITY COLLEGE  
 ADJUNCT/OUTREACH FACULTY CONTRACTS  
 (Presented to Board of Trustees for Approval 05/14/2019)**

Neri, Elise	College Algebra MATH-108-SC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 8/16/18-5/15/19	\$	1,125.00
Wasinger, Shairlyn	Public Speaking SPCH-111-SC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 1/3/19-5/15/19	\$	1,125.00
Whipple, Valarie	Online Monitor MATH-108-55 College Algebra PSYC-101-55 General Psychology SOCI-102-55 Intro to Sociology CRIM-101-55 Intro to Criminal Justice EMIC-104-NW Medical Terminology HELR-102-NW C.N.A	\$	375.00
	<b>SCOTT CITY TOTAL:</b>	<b>\$</b>	<b>5,625.00</b>

**SYRACUSE - USD 494**

Hefty, Steven	College Chemistry I CHEM-109-SY - 5.00 cr. hrs 5.00 cr.hrs X \$375.00 = \$1,875.00 8/13/18-5/16/19	\$	1,875.00
Jones, Sara	Online Monitor English II - ENGL-101-55 1/7/19-5/9/19	\$	375.00
	<b>SYRACUSE TOTAL:</b>	<b>\$</b>	<b>2,250.00</b>

<b>TOTAL SERVICE CONTRACTS FOR OUTREACH FACULTY SPRING 2019:</b>	<b>\$</b>	<b>31,875.00</b>
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**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 05/14/2019)

**PAYMENTS TO OUTREACH SITE COORDINATORS SPRING 2019**

<b>LOCATION</b>	<b>COORDINATOR</b>	<b>CONTRACT TOTAL</b>
Deerfield	Lisa Bowser	\$200+39x\$6.87= \$ <u>467.93</u>
Dighton	Stephanie Wick	\$200+26x\$5.91= \$ <u>353.66</u>
Garden City	Ryan Meng	\$200+589x\$6.15= \$ <u>3,822.35</u>
Holcomb	Michelle Baier	\$200+140x\$5.91= \$ <u>1,027.40</u>
Lakin	Jennifer Bachman	\$200+68x\$6.62= \$ <u>650.16</u>
Leoti	Sara Brown	\$200+81x\$6.27= \$ <u>707.87</u>
Scott City	Valarie Whipple	\$200+139x\$6.15= \$ <u>1,054.85</u>
Syracuse	Paul Zuzelski	\$200+25x\$6.15= \$ <u>353.75</u>
<b>TOTAL PAYMENTS TO OUTREACH SITE COORDINATORS:</b>		<b>\$ <u>8,437.97</u></b>



**Agenda No: III-C**

**Date: May 14, 2019**

**Topic:** Financial Information

**Presenter: Dr. Ryan Ruda, 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:**

**Garden City Community College**

**4/30/2019 - 83% of Year**

**Published Funds Operating Revenues and Expenses**

	Budget FY19			Difference from prior year	FY18		
	Adopted Working Budget	YTD Rev/Exp with encumbrances	YTD % of Budget		Adopted Working Budget	YTD Rev/Exp with encumbrances	YTD % of Budget
<b>Revenues</b>							
Fund 11 - General Fund	\$ 15,962,157	\$ 12,996,907	81.42%	0.12%	\$ 14,999,599	\$ 12,194,449	81.30%
Fund 12 - PTE	\$ 2,685,684	\$ 1,400,242	52.14%	-3.11%	\$ 2,812,616	\$ 1,553,844	55.25%
Fund 16 - Auxillary	\$ 3,202,489	\$ 2,801,542	87.48%	-8.14%	\$ 3,987,980	\$ 3,813,195	95.62%
Fund 61 - Capital Outlay	\$ 531,401	\$ 366,824	69.03%	3.40%	\$ 513,889	\$ 337,263	65.63%
<b>TOTAL</b>	<b>\$ 22,381,731</b>	<b>\$ 17,565,515</b>	<b>78.48%</b>	<b>-1.73%</b>	<b>\$ 22,314,084</b>	<b>\$ 17,898,751</b>	<b>80.21%</b>
<b>Expenses</b>							
Fund 11 - General Fund	\$ 15,962,157	\$ 12,986,223	81.36%	-0.80%	\$ 14,999,599	\$ 12,323,312	82.16%
Fund 12 - PTE	\$ 2,685,684	\$ 2,025,250	75.41%	3.94%	\$ 2,812,616	\$ 2,010,171	71.47%
Fund 16 - Auxillary	\$ 3,568,426	\$ 2,434,475	68.22%	-13.15%	\$ 3,987,980	\$ 3,245,003	81.37%
Fund 61 - Capital Outlay	\$ 1,000,000	\$ 200,552	20.06%	14.92%	\$ 986,111	\$ 50,621	5.13%
<b>TOTAL</b>	<b>\$ 23,216,267</b>	<b>\$ 17,646,500</b>	<b>76.01%</b>	<b>-1.36%</b>	<b>\$ 22,786,306</b>	<b>\$ 17,629,107</b>	<b>77.37%</b>

kja  
5.5.19

## CHECKS PROCESSED IN EXCESS OF \$50,000

April 2019

### Purchases over \$50,000 requiring bid sheets

- \$478,181.20 wire sent to Security Bank of Kansas City for Series 2012 Bond and Interest Payment for the refinance of 2004 bonds cooling loop, HVAC system, Datatel software, Front Door project (payment due 5/1/19, wire sent 4/26/19). The Board of Trustees approved the refinance on 4/25/12.
- \$36,960.00 wire sent to Clayton Holdings for interest payment on Lease Purchase payment for the Broncbuster Suites #2 (payment due 5/1/19, wire sent 4/26/19). The Board of Trustees approved the purchase on March 6, 2017.

### Payments over \$50,000 not requiring bid sheets

- Check #269169 to City of Garden City for \$47,791.60 for utilities
- Check \$269171 to Commerce Bank for \$63,244.83 for various purchase card purchases.
- Check #269184 to Great Western Dining for \$77,863.22 for various invoices.
- Check #269335 to Blue Cross Blue Shield for \$97,433.60 for May 2019 employee health insurance.

REVENUES

05/08/19

Garden City Community College  
 Annual Budget Report Ending 04/30/19  
 Options - All Statuses

Page: 1

Fiscal Year: 2019

BUDGET.OFFICER: Unassigned

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
11-00-0000-00000-4001 TUITION IN STATE :	0.00	427.00	1,679,468.00-	2,105,000.00-	425,532.00-	20.22
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	0.00	223,760.00-	410,000.00-	186,240.00-	45.42
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	30.00	76,748.00-	110,000.00-	33,252.00-	30.23
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	636.34-	520,117.90-	525,000.00-	4,882.10-	0.93
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	2,156.46-	7,625.84-	75,100.00	82,725.84	110.15
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	117,698.00-	115,000.00-	2,698.00	2.34-
11-00-0000-00000-4014 TUITION BORDER STA	0.00	150.00-	181,500.00-	255,000.00-	73,500.00-	28.82
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	2,268.00-	205,365.00-	345,000.00-	139,635.00-	40.47
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	100.00-	9,200.00-	13,500.00-	4,300.00-	31.85
11-00-0000-00000-4018 RESOURCE CHARGE :	0.00	392.00-	325,488.00-	360,000.00-	34,512.00-	9.59
11-00-0000-00000-4020 INTERNATIONAL FEE	0.00	300.00-	1,232.27-	4,100.00-	2,867.73-	69.94
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	3,294.00-	401,929.00-	315,000.00-	86,929.00	27.59-
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	1,350.00-	23,040.00-	30,000.00-	6,960.00-	23.20
11-00-0000-00000-4512 VENDING MACHINES :	0.00	485.12-	4,470.99-	5,000.00-	529.01-	10.58
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,668,505.00-	1,668,505.00-	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	6,305,961.11-	9,819,183.00-	3,513,221.89-	35.78
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	815,049.17-	680,000.00-	135,049.17	19.85-
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	10,958.43-	9,000.00-	1,958.43	21.75-
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	161,119.65-	185,000.00-	23,880.35-	12.91
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	79,242.88-	151,000.00-	71,757.12-	47.52
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	12,526.22-	12,000.00-	526.22	4.38-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	11,953.87-	16,000.00-	4,046.13-	25.29
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	69,934.55-	87,500.00-	17,565.45-	20.07
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	2,894.63-	15,000.00-	12,105.37-	80.70
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	178,607.81	150,000.00	28,607.81-	19.06-
11-00-0000-00000-4817 NEIGH REV'T : GENER	0.00	0.00	32,107.30	35,000.00	2,892.70	8.26
11-00-0000-00000-4902 INTEREST INCOME :	0.00	9,570.73-	116,236.11-	100,000.00-	16,236.11	16.23-
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	949.00-	8,793.50-	40,000.00-	31,206.50-	78.02
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	7,500.09-	41,936.46-	75,000.00-	33,063.54-	44.08
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	706.98-	126,255.17-	74,609.00-	51,646.17	69.21-
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	630.75-	7,802.27-	10,000.00-	2,197.73-	21.98
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,313,140.00	1,313,140.00	
100.00						
=====						
Totals for FUND: 11 - GENERAL	0.00	30,032.47-	13,006,096.91-	15,962,157.00-	2,956,060.09-	18.52
=====						
12-00-0000-00000-4005 ACAD COURSE FEE:	0.00	30.00	287,732.36-	263,324.00-	24,408.36	9.26-
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	0.00	55,686.00-	30,000.00-	25,686.00	85.61-
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	999,220.00-	999,220.00-	0.00	0.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	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 FUND: 12 - PTE FUND	0.00	30.00	1,400,242.36-	2,685,684.00-	1,285,441.64-	47.86

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	318,606.77-	495,799.00-	177,192.23-	35.74
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	41,228.02-	32,840.00-	8,388.02	25.53-
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	554.32-	419.00-	135.32	32.29-
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	8,158.79-	9,380.00-	1,221.21-	13.02
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	4,003.73-	7,292.00-	3,288.27-	45.09
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	633.68-	0.00	633.68	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	604.77-	749.00-	144.23-	19.26
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	3,534.91-	4,922.00-	1,387.09-	28.18
61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	146.27-	0.00	146.27	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	9,024.28	20,000.00	10,975.72	54.88
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	1,622.45	0.00	1,622.45-	0.00
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	468,599.00-	468,599.00-	100.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	366,824.53-	1,000,000.00-	633,175.47-	63.32
=====						
Totals for BUDGET.OFFICER: Unassigned	0.00	30,002.47-	14,773,163.80-	19,647,841.00-	4,874,677.20-	24.81

EXPENSES

05/06/19

Garden City Community College  
 Annual Budget Report Ending 04/30/19  
 Options - All Statuses

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Fiscal Year: 2019

BUDGET.OFFICER: Unassigned

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	1,072.45	9,652.58	0.00	9,652.58-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	21,158.71	180,219.93	212,920.00	32,700.07	15.36
DEPARTMENT: 11020 - HUMANITIES	0.00	9,982.10	75,414.12	69,664.00	5,750.12-	8.24-
DEPARTMENT: 11021 - ENGLISH	0.00	31,286.69	318,562.74	412,350.00	93,787.26	22.74
DEPARTMENT: 11022 - SPEECH	0.00	7,070.06	70,469.15	75,231.00	4,761.85	6.33
DEPARTMENT: 11023 - PHILOSOPHY	0.00	403.69	2,825.83	0.00	2,825.83-	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	42,563.70	53,190.00	10,626.30	19.98
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 11030 - ART	0.00	14,257.93	115,122.29	146,398.00	31,275.71	21.36
DEPARTMENT: 11031 - DRAMA	0.00	5,636.03	54,183.06	76,541.00	22,357.94	29.21
DEPARTMENT: 11032 - VOCAL MUSIC	604.84	7,496.61	64,299.88	85,010.00	20,105.28	23.65
DEPARTMENT: 11033 - INST MUSIC	0.00	10,802.29	107,699.36	101,349.00	6,350.36-	6.26-
DEPARTMENT: 11040 - SCIENCE	2,760.48	43,915.95	272,590.20	376,601.12	101,250.44	26.89
DEPARTMENT: 11050 - MATH	0.00	29,405.91	264,382.16	288,990.00	24,607.84	8.52
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	35,674.68	303,955.98	312,602.60	8,646.62	2.77
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	9,129.03	77,299.38	63,902.00	13,397.38-	20.96-
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	5,526.42	54,403.09	79,943.00	25,539.91	31.95
DEPARTMENT: 11081 - READING	0.00	6,954.85	51,014.31	60,736.00	9,721.69	16.01
DEPARTMENT: 11082 - ESL	0.00	5,913.89	53,337.24	73,480.00	20,142.76	27.41
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	779.34	13,834.67	3,057.00	10,777.67-	352.55-
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	1,597.52	7,523.83	2,325.00	5,198.83-	223.60-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	56,399.17	11,449.10	376,532.97	612,170.00	179,237.86	29.28
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	0.00	34.27-	0.00	34.27	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	538.25	0.00	538.25-	0.00
DEPARTMENT: 41000 - LIBRARY	1,153.87	13,920.17	138,788.25	177,982.00	38,039.88	21.37
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	125.37	8,892.61	94,419.96	98,406.00	3,860.67	3.92
DEPARTMENT: 42000 - DEAN OF LEARNING S	142,477.75	8,778.48	242,382.97	981,895.40	597,034.68	60.80
DEPARTMENT: 42001 - DEAN OF ACADEMICS	6,246.15	28,268.51	159,661.16	152,012.88	13,894.43-	9.13-
DEPARTMENT: 42002 - OUTREACH	0.00	1,821.41	95,477.98	94,293.00	1,184.98-	1.25-
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	9,295.65	75,948.42	72,706.00	3,242.42-	4.45-
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	5,785.63	58,229.80	70,875.00	12,645.20	17.84
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	19,235.27	252,348.30	312,199.00	59,850.70	19.17
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	13,225.00	13,225.00	0.00	0.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	13,043.60	118,654.70	166,793.00	48,138.30	28.86
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	3,076.84	43,685.70	56,965.00	13,279.30	23.31
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	27,725.77	257,641.75	353,866.00	96,224.25	27.19
DEPARTMENT: 50030 - ADMISSIONS	0.00	13,730.06	121,440.93	155,378.00	33,937.07	21.84
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	150.00	25,035.82	150,379.97	172,257.00	21,727.03	12.61
DEPARTMENT: 50050 - STUDENT HEALTH SER	444.32	4,994.52	51,837.31	70,690.00	18,408.37	26.04
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	2,246.10	13,320.38	419,429.83	733,255.60	311,579.67	42.49
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	10,311.97	142,527.30	179,321.63	36,794.33	20.52
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	10,064.04	142,719.20	165,368.19	22,648.99	13.70
DEPARTMENT: 55003 - MEN'S TRACK	0.00	6,826.39	52,227.13	67,480.00	15,252.87	22.60
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	6,620.84	48,189.11	66,972.00	18,782.89	28.05

DEPARTMENT: 55005 - WOMEN'S SOFTBALL	56.33	9,844.86	108,734.81	128,363.00	19,571.86	15.25
DEPARTMENT: 55006 - FOOTBALL	0.00	36,061.70	473,826.14	538,183.54	64,357.40	11.96
DEPARTMENT: 55007 - BASEBALL	0.00	13,344.35	140,035.63	172,639.00	32,603.37	18.89
DEPARTMENT: 55008 - VOLLEYBALL	0.00	5,077.93	52,732.16	109,692.00	56,959.84	51.93
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	5,337.41	53,059.45	66,762.00	13,702.55	20.52
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	4,532.39	50,060.55	66,281.00	16,220.45	24.47
DEPARTMENT: 55012 - CHEERLEADING	0.00	4,903.77	54,576.19	63,623.04	9,046.85	14.22
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,330.12	33,696.35	42,250.00	8,553.65	20.25
DEPARTMENT: 55014 - RODEO TEAM	0.00	10,963.96	130,951.30	162,726.00	31,774.70	19.53
D DEPARTMENT: 55015 - MEN'S GOLF	0.00	2,763.93	33,767.16	39,265.00	5,497.84	14.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	7,623.81	132,185.21	135,915.00	3,729.79	2.74
DEPARTMENT: 55020 - PEP BAND	0.00	4,044.34	46,380.45	60,037.00	13,656.55	22.75
DEPARTMENT: 61000 - PRESIDENT	15,473.00	42,081.56	480,826.62	645,413.06	149,113.44	23.10
DEPARTMENT: 61001 - BOARD OF TRUSTEES	91.40	644.44	280,991.10	21,084.94	259,997.56	233.09
DEPARTMENT: 61005 - ATTORNEY	0.00	7,962.50	129,453.67	125,000.00	4,453.67	3.55
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	2,160.90	531,113.21	1,215,542.04	1,333,612.00	115,909.06	8.69
DEPARTMENT: 62005 - DO NOT USE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 62010 - HUMAN RESOURCES	310.77	10,294.79	90,207.72	169,167.00	78,648.51	46.49
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	5,086.35	62,859.19	71,132.00	8,272.81	11.63
DEPARTMENT: 62050 - ONE-TIME PURCHASES	202,165.97	22,823.75	22,705.51	69,528.00	155,343.48	223.42
DEPARTMENT: 63000 - MARKETING/PR	5,643.53	13,787.67	126,876.24	155,610.00	23,090.23	14.84
DEPARTMENT: 64000 - INFORMATION TECHNO	39,007.65	52,044.63	538,577.40	628,448.00	50,862.95	8.09
DEPARTMENT: 65000 - CENTRAL SERVICES	3,579.45	12,289.01	107,977.41	141,665.00	30,108.14	21.25
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	14,585.04	175,378.36	192,192.00	16,813.64	8.75
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	0.00	12,219.38	126,889.37	167,943.00	41,053.63	24.44
DEPARTMENT: 71000 - BUILDINGS	14,877.63	33,942.14	346,264.58	432,002.00	70,859.79	16.40
DEPARTMENT: 72000 - CUSTODIAL SERVICES	5,358.95	42,236.01	461,038.62	600,223.00	133,825.43	22.30
DEPARTMENT: 73000 - GROUNDS	16,502.65	20,647.45	208,427.11	322,642.00	97,712.24	30.29
DEPARTMENT: 73001 - ATHLETIC FIELDS	2,468.75	0.00	14,580.71	30,000.00	12,950.54	43.17
DEPARTMENT: 74000 - VEHICLES	45,189.51	33,921.55	229,520.75	386,719.00	112,008.74	28.96
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	12,041.13	116,706.04	193,980.00	77,273.96	39.84
DEPARTMENT: 76000 - INSURANCE	0.00	4,428.05	219,355.53	254,659.00	35,303.47	13.86
DEPARTMENT: 77000 - UTILITIES	0.00	63,976.21	622,986.87	830,000.00	207,013.13	24.94
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	0.00	37,205.81	0.00	37,205.81	0.00
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	183.00	2,500.00	2,683.00	107.32
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	122.00	43,859.00	30,000.00	13,859.00	46.19
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	13,487.00	11,000.00	2,487.00	22.60
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	1,711.00	158,448.00	151,000.00	7,448.00	4.92
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	121,929.00	106,000.00	15,929.00	15.02
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	4,232.00	0.00	4,232.00	0.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,313.39	31,772.15	36,000.00	4,227.85	11.74
DEPARTMENT: 12010 - ACCOUNTING	0.00	6,853.63	48,487.48	59,831.00	11,343.52	18.96
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	218.29	250.00	31.71	12.68
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	8,156.84	54,725.93	44,834.00	9,891.93	22.05
DEPARTMENT: 12200 - ADN PROGRAM	0.00	29,003.83	265,059.61	325,291.00	60,231.39	18.52
DEPARTMENT: 12201 - LPN PROGRAM	0.00	31,079.01	252,386.36	306,304.00	53,917.64	17.60
DEPARTMENT: 12202 - EMT	1,142.00	24,456.71	165,625.04	178,875.00	12,107.96	6.77
DEPARTMENT: 12203 - ALLIED HEALTH	3,154.00	29,473.99	172,476.05	203,362.00	27,731.95	13.64
DEPARTMENT: 12210 - AGRICULTURE	0.00	10,521.05	47,851.62	60,643.00	12,791.38	21.09
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	13,073.85	116,131.87	107,845.00	8,286.87	7.67
DEPARTMENT: 12220 - JOHN DEERE AG TECH	722.32	13,224.07	137,774.02	177,517.00	39,020.66	21.98
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	1,825.00	10,326.52	95,464.60	104,206.00	6,916.40	6.64

DEPARTMENT:	12240	- CRIMINAL JUSTICE	4,000.00	19,593.95	119,293.21	140,903.00	17,609.79	12.50
DEPARTMENT:	12241	- FIRE SCIENCE	1,129.94	8,971.69	67,957.91	79,707.00	10,619.15	13.32
DEPARTMENT:	12250	- COSMETOLOGY	0.00	14,239.34	107,635.36	125,743.00	18,107.64	14.40
DEPARTMENT:	12260	- DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT:	12270	- AMMONIA REFRIGERAT	0.00	0.00	690.00-	0.00	690.00	0.00
DEPARTMENT:	12271	- AUTOMATION ELECTRI	0.00	0.00	0.00	1,750.00	1,750.00	100.00
DEPARTMENT:	12272	- INDUSTRIAL MAINTEN	0.00	0.00	1.00	43,951.00	43,950.00	100.00
DEPARTMENT:	12273	- WELDING	14,458.56	27,790.89	208,696.07	279,020.00	55,865.37	20.02
DEPARTMENT:	42005	- DEAN OF TECHNICAL	0.00	18,650.17	139,723.27	428,952.00	289,228.73	67.43
DEPARTMENT:	62050	- ONE-TIME PURCHASES	0.00	0.00	0.00	15,500.00	15,500.00	100.00
DEPARTMENT:	31000	- COMMUNITY SERVICE	2,965.38	8,340.24	43,630.15	96,979.61	50,384.08	51.95
DEPARTMENT:	55006	- FOOTBALL	0.00	0.00	225.00	1,680.00	1,455.00	86.61
DEPARTMENT:	55002	- WOMEN'S BASKETBALL	0.00	0.00	3,136.17	2,721.72	414.45-	15.22-
DEPARTMENT:	31000	- COMMUNITY SERVICE	0.00	0.00	9,739.47	12,138.17	2,398.70	19.76
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	568.76	2,686.01	2,906.71	220.70	7.59
DEPARTMENT:	55008	- VOLLEYBALL	0.00	0.00	3,361.75	3,030.51	331.24-	10.92
D DEPARTMENT:	55005	- WOMEN'S SOFTBALL	0.00	27.90	9,468.70	17,936.77	8,468.07	47.21
DEPARTMENT:	31000	- COMMUNITY SERVICE	0.00	57.80	4,942.49	14,500.00	9,557.51	65.91
DEPARTMENT:	55007	- BASEBALL	0.00	4,151.99	23,029.61	26,000.68	2,971.07	11.43
DEPARTMENT:	31000	- COMMUNITY SERVICE	326.48	1,615.81	6,999.28	9,850.00	2,524.24	25.63
DEPARTMENT:	55013	- DANCE TEAM	0.00	25.68	2,610.66	4,073.03	1,462.37	35.90
DEPARTMENT:	55009	- WOMEN'S SOCCER	0.00	4,841.00	6,195.36	1,768.22	4,427.14-	250.36-
DEPARTMENT:	55003	- MEN'S TRACK	0.00	96.00	974.94	932.98	41.96-	4.49-
DEPARTMENT:	31000	- COMMUNITY SERVICE	3,868.98	2,419.79	20,917.92	42,496.99	17,710.09	41.67
DEPARTMENT:	94000	- STUDENT CENTER	1,557.82	10,473.93	103,873.85	218,091.00	112,659.33	51.66
DEPARTMENT:	95000	- STUDENT HOUSING	14,867.63	169,409.32	1,896,526.00	2,725,630.00	814,236.37	29.87
DEPARTMENT:	98000	- COSMETOLOGY	6,945.19	2,300.53	100,207.11	147,282.55	40,130.25	27.25
DEPARTMENT:	97000	- BOOKSTORE	34,645.76	16,544.09	251,346.20	434,925.00	148,933.04	34.24
DEPARTMENT:	91000	- ARENA	0.00	0.00	280.66-	0.00	280.66	0.00
DEPARTMENT:	50000	- DEAN OF STUDENT SE	0.00	0.00	10,329.69	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 - INSTRU	0.00	0.00	1,000.00	4,193.80	3,193.80	76.16
DEPARTMENT:	31000	- COMMUNITY SERVICE	0.00	113.04	571.96	1,000.00	428.04	42.80
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	1,747.37	2,058.58	311.21	15.12
DEPARTMENT:	42000	- DEAN OF LEARNING S	0.00	0.00	221.96	275.19	53.23	19.34
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	148.00	0.00	99,518.98	100,106.30	439.32	0.44
DEPARTMENT:	42000	- DEAN OF LEARNING S	0.00	0.00	2,585.41	2,585.41	0.00	0.00
DEPARTMENT:	13301	- ADULT ED - INSTRU	0.00	2,066.88	2,066.88	8,520.00	6,453.12	75.74
DEPARTMENT:	11040	- SCIENCE	479.65	18,924.94	59,375.43	143,133.65	83,278.57	58.18
DEPARTMENT:	00000	- GENERAL	0.00	0.00	13,225.00-	13,225.00-	0.00	0.00
DEPARTMENT:	50000	- DEAN OF STUDENT SE	132.50	20,712.90	164,690.93	316,206.00	151,382.57	47.87
DEPARTMENT:	42005	- DEAN OF TECHNICAL	0.00	0.00	0.00	11,725.00	11,725.00	100.00
DEPARTMENT:	42000	- DEAN OF LEARNING S	0.00	4,763.41	46,991.77	60,424.00	13,432.23	22.23
DEPARTMENT:	11040	- SCIENCE	0.00	2,960.88	25,816.28	57,352.00	31,535.72	54.99
DEPARTMENT:	42005	- DEAN OF TECHNICAL	12,211.00	801.51	40,908.53	71,481.00	18,361.47	25.69
DEPARTMENT:	11040	- SCIENCE	0.00	488.00	6,575.62	29,000.00	22,424.38	77.33
DEPARTMENT:	11026	- BROADCASTING	13,276.90	0.00	0.00	22,000.00	8,723.10	39.65
DEPARTMENT:	31000	- COMMUNITY SERVICE	0.00	0.00	0.00	16,797.94	16,797.94	100.00



DEPARTMENT: 50000 - DEAN OF STUDENT SE	4,297.86	509.94	387.08	11,685.00	7,000.06	59.91
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	4,550.00	4,550.00	0.00	0.00
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	0.00	17,642.16	135,196.84	117,554.68	86.95
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	57.00	11,576.79	142,420.58	162,461.00	19,983.42	12.30
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	4,519.28	4,874.00	354.72	7.28
DEPARTMENT: 13301 - ADULT ED - INSTRUC	138.01	8,665.73	96,985.35	129,653.00	32,529.64	25.09
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	3,462.79	38,283.33	39,840.00	1,556.67	3.91
DEPARTMENT: 00000 - GENERAL	0.00	0.00	37,500.00-	37,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	2,330.84	24,614.61	37,500.00	12,885.39	34.36
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	0.00	15,965.00	15,965.00	0.00	0.00
DEPARTMENT: 71000 - BUILDINGS	173,750.00	0.00	10,837.38	984,035.00	799,447.62	81.24
DEPARTMENT: 50000 - DEAN OF STUDENT SE	5,737.27	108,049.47	598,055.66	667,940.47	64,147.54	9.60
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	500.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	500.00	500.00	500.00	0.00	0.00
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
D 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	0.00	295.59	26,969.19	33,700.00	6,730.81	19.97
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	88.00	7,210.03	22,845.46	15,635.43	68.44
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	3,456.00	44,000.00	40,544.00	92.15
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	1,000.00	44,000.00	43,000.00	97.73
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	8,699.00	25,000.00	16,301.00	65.20
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	8,809.00	25,000.00	16,191.00	64.76
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	1,104.00	35,000.00	33,896.00	96.85
DEPARTMENT: 55006 - FOOTBALL	0.00	216.00	4,489.00	155,000.00	150,511.00	97.10
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	3,962.00	40,000.00	36,038.00	90.10
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	1,772.00	30,000.00	28,228.00	94.09
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	376.00	19,521.00	30,000.00	10,479.00	34.93
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	6,600.00	30,000.00	23,400.00	78.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	25,700.00	20,000.00	5,700.00-	28.49-
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	6,556.00	10,000.00	3,444.00	34.44
DEPARTMENT: 55014 - RODEO TEAM	0.00	3,000.00	16,975.00	32,000.00	15,025.00	46.95
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	24,256.00	28,000.00	3,744.00	13.37
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	2,347.00	11,000.00	8,653.00	78.66
DEPARTMENT: 11030 - ART	0.00	0.00	12,800.00	12,000.00	800.00-	6.66-
DEPARTMENT: 11031 - DRAMA	0.00	0.00	8,750.00	9,000.00	250.00	2.78
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	7,850.00	15,000.00	7,150.00	47.67
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	70,340.00	80,000.00	9,660.00	12.08
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	0.00	8,551.00	5,000.00	3,551.00-	71.01-
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	24,904.00	20,000.00	4,904.00-	24.51-

DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	1,000.00	27,812.47	21,000.00	6,812.47-	32.43-
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	6,718.00	11,000.00	4,282.00	38.93

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BUDGET.OFFICER: Unassigned	867,331.79	2,218,987.73	18,801,098.04	26,674,017.07	7,005,587.24	26.26
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Garden City Community College  
4/30/2019

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 239,555.92	0.0000%
State Municipal Invest. Pool	\$ 54,111.77	2.0000%
Landmark National Bank	<u>\$ 3,414,589.80</u>	2.4300%
	<u>\$ 3,708,257.49</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
Commerce Bank	CD	\$ 2,000,000.00	2.4100%	2/11/2019	5/11/2019
American State Bank	CD	\$ 1,000,000.00	2.3600%	6/22/2018	6/22/2019
Landmark Natl Bank		\$ 1,000,000.00	2.4500%	2/9/2019	8/9/2019
Landmark Natl Bank		\$ 1,000,000.00	2.5000%	2/9/2019	11/9/2019
Landmark Natl Bank		\$ 2,000,000.00	2.5500%	2/9/2019	2/9/2020
		<u>\$ 7,000,000.00</u>			
 Total		<u><u>\$ 10,708,257.49</u></u>			

**Agenda No:** II-E

**Date:** May 14, 2019

**Topic:** Resolution 2019-02  
Non-renewal of contract

**Presenter:** Dr. Ryan J. Ruda

**Background Information:**

Administration will be presenting information regarding the non-renewal of one employment contract.

**Budget Information:**

NA

**Recommended Board Action:**

Approve Resolution 2019-02 directing the Clerk of the Board of Trustees to give written notice to of non-renewal of contract for the 2018-2019 school year.

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

**Board Member Notes:**

## MAY 2019 MONITORING REPORT ANNUAL REPORT

### EXECUTIVE LIMITATIONS

ANNUAL

#### Treatment of People –Preamble

Page 10

**With Respect to treatment of students, employees, volunteers and the community, dealings shall not be inhumane, unfair, or undignified.**

**CEO's Interpretation:** The President shall consistently pursue and help to ensure that students, employees and stakeholders are treated in a humane, fair and dignified way.

**Data directly addressing CEO's interpretation:** All interaction and communication with students, employees, volunteers and the community shall be conducted on the basis of respect, integrity and dignity. Any suggestions and concerns which may be received are given respectful consideration and acknowledgement. Fair treatment of others and professional behavior is an expectation of all GCCC employees. Employee concerns about fair treatment are addressed to the office of Human Resources pursuant to the policies and procedures outlined by the college. Student, staff, volunteer and community concerns regarding inhumane, unfair, or undignified treatment are handled by the appropriate administrative office under the respective vice president.

### EXECUTIVE LIMITATIONS

ANNUAL

#### Treatment of People #1

Page 10

**The President shall not operate without procedures which clarify student and staff rules, provide for effective handling of grievances and complaints, and protect against wrongful conditions.**

**CEO's Interpretation:** The President is responsible for ensuring that policies and procedures are established to handle staff and student grievances and complaints.

**Data directly addressing CEO's interpretation:** Administrative policies and procedures have been developed to ensure that students and staff members have protocol and procedures for reporting and handling grievances, complaints and wrongful conditions on campus. Student handbooks and information relating to Student College policies are distributed by the office of student services through student handbooks, distributed to student email and posted online.

All policies and procedures are routinely examined by College personnel. Any revisions or recommended changes are discussed at the administrative cabinet level and written modifications are then presented to College Council for input. Any employee may initiate a review of an institutional policy or recommend a change to current policy. The process for policy revision is clearly delineated in college policy. Final determination for revision is made through College Council and finalized at the administrative cabinet level.

A record detailing student, employee and other stakeholder complaints is maintained by administration in the three respective areas, Student Services, Administrative Services, and Instructional Services. These logs document action(s) taken to resolve the complaints. As concerns are received they are addressed following policy and the procedures.

<b>EXECUTIVE LIMITATIONS</b>	<b>ANNUAL</b>
<b>Treatment of People #2</b>	<b>Page 10</b>
<b>The President shall not discriminate against anyone for expressing their opinion.</b>	

**CEO’s Interpretation:** This is addressed through maintaining open lines of communication. The office of the president must abide by the non-discriminatory policies, regulations and civil responsibilities. The college policy and procedures provide avenues of reporting perceived as negative actions by the office of the president.

**Data directly addressing CEO’s Interpretation:**

The office of human resources registers all complaints regarding the president. In the event a concern is received by human resources against the president, it will be confidentially submitted to the Vice President for Administrative Services for communication to the Board. No reportable concerns were submitted.

<b>EXECUTIVE LIMITATIONS</b>	<b>ANNUAL</b>
<b>Treatment of People #3</b>	<b>Page 10</b>
<b>The President shall not withhold a complaint, grievance, or appeal procedure from faculty, staff or students.</b>	

**CEO’s Interpretation:** Due process and procedures are in place for faculty, staff and students through college policy and by the negotiated agreement for faculty. The president will ensure that personnel adhere to the proper procedure.

**Data directly addressing CEO’s interpretation:** The President has designated the Human Resources office to work with the appropriate vice president and the student, staff or faculty member to ensure that due process and procedures are followed.

<b>EXECUTIVE LIMITATIONS</b>	<b>ANNUAL</b>
<b>Treatment of People #4</b>	<b>Page 10</b>
<b>The President shall not fail to acquaint students and staff with their rights and responsibilities.</b>	

**CEO’s Interpretation:** The President shall ensure that the appeal process is available to staff and students. Institutional complaints are processed via their respective departments and Vice-president, culminating at the president’s office, if necessary. Depending on the nature of the individual’s appeal, all staff have access to the Human Resources Department.

All students have access to the Vice President of Student Services as outlined in the student handbook. Additionally, ongoing training and professional development is provided to students and employees through orientation, in-service and online information. New employees are made aware of college policies at the onset of employment through new employee orientation.

**Data directly addressing CEO's interpretation:** There were no reported staff or student appeals for the 2018-19 academic years outside of academic or disciplinary actions rendered.

Academic Advancement: Students desiring academic advancement will be prepared for successful transfer to other college and universities.

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

### **Background Information and Supporting Data:**

College personnel annually identify measures for continuous improvement to insure that GCCC is staying abreast of transfer and advising changes. To facilitate this, during the 2018-19 academic year, GCCC hosted nineteen four-year institutions, (Wichita State University, University of Kansas, -Kansas State University, Fort Hays State University, Pittsburg State University, Emporia State University, Bethany College, Newman University, Kansas State-Salina and NW Oklahoma State and American Public University, Mid-American Nazarene, Baker University, Kansas Wesleyan University, Baker University, Friends University, Oklahoma Panhandle University and National American University), allowing GCCC staff and students face-to-face contact with their representatives for information about transfer programs including changes. Additionally, these campus visits allow staff to maintain a strong personal contact with four-year institutions to which GCCC students may transfer. To further solidify and streamline the transfer process for GCCC students, several partnerships have been forged with transfer institutions through the development of 2+2 agreements. During the 2018-19 academic year, GCCC signed articulation agreements with Fort Hays State University for 18 various degree plans in accounting, agriculture, biology, education, computer science, criminal justice, finance, marketing, management, nursing, social work and psychology. GCCC also completed a reverse transfer agreement with Kansas State University to assist with transfer advisement. Additional transfer agreements with Fort Hays State University and the University of Kansas were solidified to offer the Bachelor of Social Work and Master of Social Work on the Garden City Community College campus. One additional agreement that has been reached to assist with successful transfer is with Wichita State University in the Elementary Education program. Students choosing to attend WSU for elementary education now have an approved pathway and curriculum to follow for successful completion of the associate and bachelor degree creating seamless transition and transfer.

In addition to this information, GCCC continues to work with KBOR to develop effective means for transfer and articulation at the state level. Garden City CC has enhanced the college advising website to include information relevant to the transfer process at state universities. Students can access transfer information at <http://www.gcccks.edu/admission/studenttypes/transfer/> which directs students to information about how courses at GCCC transfer within the Kansas system, as well as information on course



equivalencies enabling them to make informed decisions regarding enrollment, advising and transfer.

Reverse transfer agreements with each of the regents' universities has allowed for a smoother coursework transfer process and removed unnecessary equivalency disputes. GCCC will continually work with advisors on the best ways to educate students on the transfer process and required courses for articulation agreements.

Currently there are 91 courses approved by the Kansas Board of Regents for system-wide transfer between institutions in Kansas. Of these approved, 78 individual courses at GCCC have been identified and approved for system-wide transfer. **(See Appendix A)** These courses are aligned and transferable to any public institution in Kansas. When students take these core classes at GCCC, the transferability will not be questioned at any public institution in Kansas. The alignment work is driven by involvement with faculty and facilitated through the Kansas Board of Regents. Faculty meet and review outcomes on a rotating annual basis to insure alignment and consistency. This work will strengthen the current Transfer articulation agreements that exist because it specifically states which classes will transfer into four-year degree programs. GCCC administration serves on the KBOR marketing committee for the transfer initiative and will assist in getting a marketing plan for the state developed. During this past year, GCCC has proposed and had additional courses approved through the KBOR system for system wide transfer including Environmental Science and lab, Theatre Practicum, Acting and Stagecraft.

### **Students will have appropriate knowledge of transfer requirements**

Multiple reports are included in this ENDS analysis to outline the success of our students and how well they perceive the assistance and services provided to assist in their successful transition. Data contained in this report includes Transfer Data from the KBOR Transfer Feedback Report, a summary of the local data used for determining transfer success and a summary of the Community College Survey of Student Engagement (CCSSE) administered in the Spring 2018.

[CCSSE](#) “provides information on [student engagement](#), a key indicator of learning and, therefore, of the quality of community colleges. The survey, administered to community college students during the spring semester, asks questions that assess institutional practices and student behaviors that are highly correlated with student learning and student retention.” The survey provides the college information relative to academic advising, student/faculty interaction and support services related to academic advancement. Below is a chart showing the comparison of GCCC to the 2018 and 2017 cohort for longitudinal analysis. GCCC scored higher than the cohort on all benchmarks related to student learning.

## CCSSE BENCHMARK COMPARISONS

<b>Benchmark</b>	<b>2018 GCCC</b>	<b>2018 Cohort</b>	<b>2017 GCCC</b>
Student Faculty Interaction	54.2%	50%	55% highly satisfied
Transfer credit assistance	2.17	2.15	2.13 on a 3-point scale
How often do you use Academic advising/planning?	1.71	1.62	1.71
How often do you talk about career plans with your advisor?	2.24	2.24	2.24
How satisfied are you with Academic Advising/Planning?	1.43	1.38	1.40 on a scale of 0-2.

Overall, on the advising aspect of the survey, GCCC students indicated 82.4% strongly agreed and were satisfied with their advising experience at GCCC versus 78% at cohort institutions. The advising relationship and process has utmost importance placed upon it at GCCC. Furthermore, 78% of the students stated on the CCSSE that they were required to meet with an advisor prior to registering for their first term. This is in comparison to only 49% of the cohort being required. This indirect measure indicates the focus that GCCC places upon advising from the onset. Students are required to meet with advisors to get a plan of study developed, review degree requirements and get a pathway developed that guides them through their academic journey at GCCC.

Many adaptations are being made to further strengthen the process at GCCC including more web based training for faculty and advisors as well as increasing modes of communication to students on advising and transfer. Continuous revisions are being made to the early alert system to monitor and track student attendance and academic performance. A new retention alert system has been implemented in 2017-18 called Drop Out Detective. This system provides up-to-date, real-time notifications to all advisors, coaches, scholarship sponsors and other departments on student attendance and grades. The system provides an avenue for more

intrusive advising and allows advisors to have oversight on student success to insure that they are matriculating towards degree and completion or provide the interventions needed to assist.

The advising relationship has been strengthened through changes made to the College Success course, which provide advising, and degree information at the onset of the college experience. This course also provides students with tools and information on where to find online resources for improving the advising and transfer process. Additionally, the course requires students to have an interview and meeting with their advisor. During this meeting, the student's plan of study is reviewed and degree requirements are discussed. As evidenced in the chart below, students indicated that they believe GCCC provides support and assistance in the academic and career planning areas at or above the national cohort and show no statistical difference from the prior assessment years which is positive. By enhancing the referral process, this will only further develop the support systems available to students to assist in their academic success and transfer process. One additional step that has been put into place for the 2018-2020 academic catalog is development of four-semester advising pathways for all academic emphases and programs. These pathways will assist in the advising process and aligning students with transfer requirements. Also, as part of the continuing enhancements and updates to advising, the college has incorporated curriculum maps and program level outcomes into the college catalog for each of the academic disciplines. Having this included in the catalog makes this transparent to students at the onset of their college career and provides a contractual agreement of the college with the student on the courses, outcomes and expectations associated with their path of study. (see the college catalog for examples starting on page 49 at [https://www.gcccks.edu/academics/pdf/Academic%20Catalog%20\(2018-20\)%20112618.pdf](https://www.gcccks.edu/academics/pdf/Academic%20Catalog%20(2018-20)%20112618.pdf))

An additional step towards strengthening the transfer process has been implemented with the 2018-20 catalog. In 2018, all regents institutions were required to standardize degree plans to 120 credit hours with KBOR. With this change, GCCC proactively reviewed each of the degree plans and coordinated degree requirements to be reflective of a 60 hour degree path to be in alignment with the 4-year system. This process was done to not only align with the regents system, but also to assist students in the transfer process and alleviate the loss of credit hours in the transfer process. Each of the transfer degrees at GCCC including the Associate in Science, Arts and General Studies have been revised and approved to be offered and conferred at 60 credit hours starting with the 2018-20 catalog.

## CCSSE Survey

<b>Benchmark</b>	<b>GCCC 2018</b>	<b>2018 Cohort</b>	<b>GCCC 2017</b>
This college provides the support you need to help you succeed in college	3.00	3.09	3.00 on a 4-point scale

**Students will have the academic prerequisites sufficient for successful transfer.**

KBOR Transfer Feedback Report:

The KBOR Transfer Feedback Report data shows how GCCC students have compared academically in Fall 2017 to native students at the regents’ institutions and Washburn. GCCC students completed and transferred 53 hours on average to the regents institutions, compared to 48 hours in 2016. GCCC students completed more hours per semester or a higher percentage of hours completed versus hours attempted at all institutions except The University of Kansas and Kansas State University. Student hours of completion and transfer institution GPA’s increased at each of the transfer institutions from the KBOR 2016 report, except at Kansas State University. This measurement shows that our students are persisting and advancing towards degrees at a faster pace than their counterparts at four-year institutions and are traditionally earning as high or higher GPA’s. This also speaks to the level of academic preparedness prior to transfer and students continuing academic success at regent institutions while initiating their academic endeavors at GCCC. As indicated in the chart below, GCCC students are advancing towards baccalaureate degrees at regent institutions at a faster pace than the counterparts and are continuing to maintain GPA’s at or above their counterparts in the process.

Institution Name	Percent of Hours Passed		Mean Grade Point Average	
	GCCC Students (New, Continuing)	Native Students	GCCC Students (New, Continuing)	Native Students
Emporia State Univ.	94% (7), 94% (13)	88%	2.71, 2.90	2.77
Fort Hays State	90%(45), 91%(98)	87%	2.71, 2.92	2.72
Kansas State Univ.	82%(39), 88%(79)	93%	2.45, 2.67	2.99
Univ. of Kansas	75%(11), 77% (23)	92%	2.53, 2.79	3.10
Washburn Univ.	90% (7), 82% (8)	85%	3.14, 3.27	3.23
Wichita State Univ.	84%(24), 86%(59)	84%	2.69, 2.67	2.55
Pittsburg State Univ.	94% (6)	87%	3.16	3.03

## **Institutional Monitoring**

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

The dataset used to monitor this indicator is the first-time, full-time, degree-seeking student cohort. This group is the national standard used to monitor successful graduation and transfer through IPEDS reporting. The data for this annual report is from the 2014 cohort, tracked for 150% of the normal timeframe for graduation or transfer within three years of first enrollment.

**It should be noted as well, that GCCC holds a graduation rate at 37.3% within a 150% timeframe. Nationally, public two-year institutions are only at 20%. When benchmarking, GCCC has the 5<sup>th</sup> highest graduation rate among Kansas community colleges.**

[www.nces.ed.gov](http://www.nces.ed.gov) Additionally, according to the KBOR 2019 community college databook, GCCC has a full-time student retention rate of 67.3% from fall to fall. This ranks GCCC as the #1 institution in Kansas in regards to full-time student retention. This data indicates that GCCC students are graduating at a higher rate than the national average, but considerable work is needed to continue improving graduation rates.

Each institution and program differs somewhat in the courses that are accepted in a Transfer and Articulation agreement. At GCCC, one evaluative measurement of academic preparedness is to analyze GCCC transfer student preparation in four specific core classes common to every transfer agreement: English I, English II, Speech and College Algebra. Considering these courses, of the 276 transfer program students:

The following data details the course success for the courses taken by transfer program students who were first-time, full-time degree seeking students.

<b>Core Course Successfully Completed</b>	<b>FFF 17</b>	<b>FFF 15</b>	<b>FFF13</b>	<b>FFF11</b>
English I	78%	76%	75%	68%
Public Speaking	80%	83%	76%	63%
English II	71%	70%	69%	57%
College Algebra	70%	68%	73%	47%

These four classes represent the minimum requirements needed for students to graduate with associate and bachelor degrees. Although there may be additional coursework needed in English and math depending upon major, passing these four core classes with a "C" or better is a prerequisite for degree completion at the transfer institution. Institutions vary on the number and specific courses required in social sciences, humanities and life sciences.

Nearly 75% of our transfer students complete at least three of these core courses, which speaks to academic preparation for success at the transfer institution. By completing these with a "C" or

better, they have prepared themselves to move directly into upper level coursework upon transfer.

The Essential Skills of written communication, oral communication and critical thinking are continuously assessed in multiple methods. Assessment of student learning and relevance to the Essential Skills is paramount to providing evidence of academic preparedness at GCCC. **In the CCSSE survey instrument, students are asked, “How much has your experience at this college contributed to your knowledge, skills, and personal development in the following areas?”** Survey responses represent student’s perception of skill development versus the actual assessment of student skills as measured through the various Essential Skills assessments in place at GCCC.

The chart below represents the mean scores for those students who were surveyed, representing those scores compared to the national average benchmark scores. Additionally, when perceived attainment of information is measured against the actual results from the written communication assessment conducted in all courses at GCCC, student’s perceptions are in alignment with increased attainment of written communication skills gained at GCCC. The written communication assessment has seen increases in the mean average each of the last two years. With additional resources being added through the Writing Center and tutors, enhancing written communication skills will continue to be a focus of student learning at GCCC.

#### CCSSE ESSENTIAL SKILLS ANALYSIS

<b>ESSENTIAL SKILL</b>	<b>GCCC 2018 Cohort</b>	<b>2018 National Cohort</b>	<b>GCCC 2017 Cohort</b>	<b>2017 National Cohort</b>
Written Communication	2.87	2.73	2.87	2.71
Oral Communication	2.90	2.68	2.90	2.64
Critical Thinking	2.96	2.98	2.96	2.94
Working Effectively with others (Social Responsibility)	2.85	2.85		

Work continues at the institutional level to address student success and completion. In fall 2017, all English courses removed the hybrid component from the mode of delivery and are strictly Face to Face (F2F). Through analysis of student retention and completion within English courses, the faculty determined that F2F with the students will assist in better preparing them for academic success and allow for more interaction and engagement with students on improving

written communication. Additionally, the writing center will be expanding the hours of service and providing tutors to assist with addressing student questions and providing enhanced resources for improving written communication and academic success. During this past year, after reviewing success data and indirect feedback from students, GCCC will be transitioning many of the general education courses to a F2F model and allowing for more class-time interaction versus hybrid. Hybrid will still be an option, however, we have initiated professional development and training for all faculty to assist in strengthening the hybrid instruction modality. Two full days of hybrid instruction training were provided this spring to faculty and additional training will be coordinated to continue with enhancing and providing quality instruction.

Direct and indirect assessment practices have been used to provide a basis for insuring that students have the knowledge of transfer requirements as well as the academic pre-requisites necessary for successful transfer. With the work being completed by faculty in Kansas to align curriculum and have system-wide transfer courses identified, the transferability is being improved state-wide. Additional assessment information will be collected on General Education outcomes beginning in May 2019. All courses and program outcomes have been mapped to general education outcomes to assess the general education outcomes (Essential Skills) of students. This information will be provided in a separate annual assessment report. This is part of continuous improvement in assessment practices and instruction at GCCC.



## **Incidental Information May 2019**

### **Ryan Ruda, President/Vice President for Instruction:**

#### Technical Education and Workforce Development

The Tech Ed division finished the year very strongly. Student accomplishments were at an all-time high. Credentials earned, degrees earned, and awards ceremonies highlighted our last month.

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

#### Technical Education:

- John Deere
  - There are currently 22 new students under contract for next fall. This is ahead of recent numbers at this time in the semester.
  - John Deere awards ceremony was held on Friday, May 2 and it went very well.
  - The JDAT program will be moving to the Gary Jarmer Annex Bldg. this summer.
- Agriculture/Animal Science/Rodeo
  - Buster Red Meats has been approved as a licensed retailer for Certified Angus Beef. We believe GCCC is the only college/university in America that has this honor. The downtown location/partnership with Klaus Wood Pellets is listed on the national CAB website. ([www.certifiedangusbeef.com/buy](http://www.certifiedangusbeef.com/buy))
  - GCCC hosted the SW District FFA Meat Judging and Food Science contest on April 17<sup>th</sup>. There were over 60 students in the meat judging portion and well over 100+ for the Food Science portion.
- Cosmetology
  - The program has hosted numerous groups into the Cosmetology facility, including SPED students from GCHS, church groups, and multiple guest speakers.
  - Faculty and students traveled to Seward County Community College for a networking/collaboration day. Very successful trip.
- Welding
  - Faculty took four current students to San Marcos, TX to visit Epic Piping Co. The students took a welding test for this company and all four students passed! The company was extremely impressed with the level of skills of the GCCC students and actually offered all four students a job on the spot! This was an excellent trip.
  - Students within the Welding program have earned approximately 225 certifications combined. This is nearly DOUBLE last year's total. Outstanding!

#### Summary

The JDAT faculty will be working this summer to move all John Deere equipment and supplies to the Annex Bldg. Once the current John Deere shop is cleared, the GCCC Maintenance staff will be washing, cleaning, and repainting the shop.

### **Vice President for Student Services/Assistant Athletic Director:**

#### Student Support Services

SSS had approximately 175 people at the spring SSS awards reception. Two out of the five Outstanding Students selected by the SGA are SSS participants--Jacob Rico and David Enns. Also, one of the students selected to speak at commencement is an SSS participant--Raul Leyva.

## Admissions

Held an Enrollment day for Holcomb and Lakin High Schools on April 25.

Held GCHS Enrollment day on April 26.

Held Enrollment Day Saturday, April 27

Attended the Quinter High School Scholarship Signing Day, May 6, and we'll attend the Signing Day at Satanta Thursday, May 9.

Also assisted with the ESL Day providing tours and admissions information.

Campus tours are busy, with a total of 35 for the month of April. American Implement also brought a small group to tour and enroll into the John Deere program.

Admissions will also attend the Dodge City Middle School Career Fair, next Wednesday, May 15.

## Advising

Advisor training was held Thursday, April 11, and Friday April 12.

April is National Financial Literacy Month. This year, Financial Aid put together an interactive Cash Cart trivia game on April 24, 2019, for students to learn more about money matters. To play, students could hop on the Cash Cart on their way to class or across campus and answer as many questions correctly as possible to earn "Buster Bucks". A few hundred students participated and collectively answered over 300 questions correctly! Topics covered included student loans, Pell Grants, credit scores, and other financial know-how. Students who earned Buster Bucks traded in their money to earn prizes donated by Sonic, Pizza Hut, Mitchell Theatres, Target, the GCCC Bookstore, Papa Johns, Taco Bell, and more. Thanks to all who helped make our special event a success!



## Student Health Services

### April Events:

- Alcohol Awareness: Simulated Intoxicated Driving Experience (DPS, Campus Police, Student Health Services)
- Summer Fun: Skin Protection/ Skin Cancer/ Melanoma (Student Health Services, Student Activities)
- “What Were You Wearing”: (Family Crisis)

## **Vice President for Administrative Services/CFO, Karla Armstrong:**

### Operations:

- Developing a Request for Qualification (RFQ) with Integrated Consulting Engineers
- Coordinating summer projects: South Tunnel Cap Replacement & Hydronic Hot Water Pipe replacement has begun. Lee Construction has removed 50ft of tunnel cap and Tatro has almost completed installation of Hydronic piping. They will insulate after Lee finishes tunnel cap project.
- Developing RFP and specs for north hydronic pipe and tunnel replacement.
- Coordinating summer roofing projects with DV Douglass.
- Conducting all campus dorm, suite, apartment, units and broncbuster housing walk-throughs for summer repairs and maintenance.
- Met with Ellucian to discuss Colleague Managed Cloud service and waiting on pricing options.
- Discussing options with Allegiant to determine phases of IP phone installation.

### Maintenance:

- Setup and tore down the Endowment Auction.
- Maintenance, Grounds and Custodial set up and are tearing down for graduation banquets award banquets and graduation.
- Athletic Directors office painted.
- Hallway to football offices painted and metal promotion sign hung.
- Extension for pipe stands made and pipe stands are ready to go for supporting pipe when tunnel cap is replaced.
- Maintenance work orders right now at 22. Plumbing, lock repair, electrical, door repair, Garbage disposals, HVAC, etc. Continuing to stay on top of the work orders for now.

### Information Technology:

- Received 17 new desktop computers to distribute out as classroom replacements in Summer.
- IT director, Andrew Knoll, attended E-Live 2019 in New Orleans to increase the departments knowledge on the college’s student information system, Ellucian Colleague.
- Received and setup new Pearson Vue testing center server and 22 new desktops in the testing center.
- Began planning for a potential classroom technology refresh consisting of new projectors and new document camera readers.

### Grounds:

- Work Orders.
- Mow all Campus.
- Turning on irrigation Main Campus and East Campus, replaced broken sprinkler heads, Valves.
- Prep for Softball and Baseball games as well as Track meets for Syracuse Christian Academy and 1A regional track meet.
- Help remove items from Fine Arts Basement.

- Helped setup for Graduation, Endowment and banquets.
- Help with Graduation. Security, ushers and crowd control.

Custodial

Set –ups

- Ambassador Banquet
- Ribbon Ceremony / Re- Naming GCCCA
- Student Awards Banquet
- SSS Awards Banquet
- Retirement Reception
- Faculty Luncheon
- Track Meet Held @ Stadium
- Commencement DPAC Building / Tear Down
- Nurses Pinning Ceremony/ Reception Held East Gym
- Deerfield School Track Meet
- End of Year Bash Held in Cafeteria
- Monthly Board Meetings
- Completed Help Desks
- Summer Cleaning in All Building: Scrubbing floors, waxing, cleaning carpets, etc.
- Order supplies
- Scrub cafeteria floor, wax

Transportation:

- We had several baseball and softball trips postponed due to weather.
- The buses will be receiving annual service during May and June.
- We are exploring the option of sending two of the MCI buses to Dallas to have their annual service done at MCI. The 2019 Ford Transit van is still being built and should be delivered this month.
- In the table below you can see that seven of our everyday fleet vehicles have over 200,000 miles. While these vehicles are well maintained and roadworthy, the cost of ownership continues to increase as they accumulate miles. We also have need for a 30-40 passenger bus with good seating to use instead of our big coach buses for our medium sized groups. Bus #2 and #3, 24 passenger vehicles, are rarely used due to reliability concerns and the uncomfortable spacing and size the seats, these should be disposed of at auction.

VehicleType	Ending Odometer	Distance Traveled
✓ #50 2012 FORD FUSION	253,133.20	622.8
✓ #51 2012 FORD FUSION	238,284.90	1,549.00
✓ #52 2012 FORD FUSION	224,992.30	5,259.2
✓ #55 2017 CHEVROLET IMPALA	36,886.70	611

✓ #60	2011 DODGE GRAND CARAVAN	197,520.10	1,495.30
✓ #61	2011 DODGE GRAND CARAVAN	116,339.80	795
✓ #62	2016 DODGE GRAND CARAVAN	77,283.20	4,468.80
✓ #63	2016 DODGE GRAND CARAVAN	77,379.00	4,937.10
✓ #74	2005 CHEVROLET EXPRESS	168,576.10	5
✓ #75	2005 CHEVROLET EXPRESS	186,807.00	1,463.00
✓ #76	2004 GMC SAVANA	186,526.10	0.1
✓ #77	2013 FORD E-SERIES WAGON	112,770.30	2,489.70
✓ #85	2009 DODGE GRAND CARAVAN	266,865.70	505.2
✓ #87	2009 DODGE GRAND CARAVAN	283,982.00	137.8
✓ #88	2009 DODGE GRAND CARAVAN	202,448.00	774.7
✓ #89	2010 DODGE CARAVAN	237,145.30	600.8
✓ BUS#1	2012 MCI J 4500	343,081.90	0
✓ BUS#2	1998 INTERNATIONAL	526,134.20	0
✓ BUS#4	1998 MCI 102E SERIES	681,423.10	367
✓ BUS#5	2013 FORD F550 BUS	128,134.00	1,234.60

#### Human Resources:

##### Filled positions:

Coordinator of Accommodations: Start date June 3, 2019

VP for Instructional Services: Start date May 20, 2019

Head Women's Soccer Coach: Start date May 20, 2019

Athletic Director: Start date May 27, 2019

Physics/Math Instructor: Start date August 12, 2019

##### Open Positions:

Currently, there are fourteen position postings, which includes four online adjunct positions

Chemistry Instructor Music Instructor

Speech Instructor

English adjunct- Candidate selected, but wanting to see if there are other candidates interested

Reading Education Instructor

Industrial Maintenance Instructor

Assistant Volleyball Coach

Head Athletic Trainer

##### Online Positions:

Early Childhood Education Online Adjunct Instructor

English Online Adjunct Instructor Math Online

Adjunct Instructor Music Online Adjunct

Projects for the Human Resources Department include continuing with procedural review, working on the development of employee and faculty handbooks as well as researching HRIS platforms.

#### Business Office and Payroll:

- Worked with Residential life on posting reservation fees for Fall 2019. 71 students have paid their reservation fees to secure their housing for Fall 2019.
- Met with grant directors to finalize grants for the FY19 year.
- Completed a NACUBO survey on student accounts receivable

- Setoff collections through the state of Kansas have been about \$34,000 on more than 162 accounts in 2019
- Processed payroll for 386 employees
- Reviewed all Overload payments and processed Lump Sum overload payments
- Filed and paid 7 States Unemployment tax and 3 states Withholding tax
- Collected and sent data to KPERS for 2016-2018 Audit. Researched questions for 2017 KPERS deductions.
- Researched outstanding Payroll checks and followed procedure to re-issue.
- Filed 1<sup>st</sup> Quarter 941 report

#### Public Relations:

- Attended Public Relations Society of Southwest Kansas Monthly Meeting
  - Attended Rotary Club Weekly Meetings
  - Continued headshots for faculty in JCVT for website
- Promoted the following 17 events with press releases, radio interviews and recordings, social media posts, and/or free web calendar advertising:
  - Send Silence Packing Exhibit
  - Choral Pops Concert
  - Guitar and Rock Ensemble Concert
  - Band and Jazz Ensemble Concert
  - Wind and Small Ensemble Concert
  - Ribbon Cutting and Renaming of the Garden City Career Connection Academy (GCCCA)
  - Nikki Talley Living Room Concert
  - NISOD and Diverse Issues “Most Promising Places to Work in Community Colleges” Award
  - Automotive Tech Open House
  - Quiz Bowl State Champions
  - Ride for the Future DPS Scholarship Fundraiser
  - Cayla Steinert Noyce Scholarship from FHSU
  - 99<sup>th</sup> Commencement Ceremony
  - Announcement of Student Speakers for Graduation
  - Hiring of New Athletic Director, Greg McVey
  - Student Art Exhibit at Mercer Gallery
  - Greg McVey Press Conference
- Attended and took photos of the following events, adding social media albums and distributing photos where necessary:
  - Alzheimer’s Association Community Forum
  - Endowment Auction
  - GCCCA Ribbon Cutting
  - Ambassador Selection Banquet
  - SGA Awards Banquet
  - DPS Scenario Day
  - Retirement Reception
  - Jazz Ensemble Concert
  - Concert Band and Wind Ensemble Concert
  - DPS Awards and Graduation Ceremony
  - Choral Pops Concert
  - John Deere Graduation
  - Student Art Exhibit at Mercer Gallery
  - Commencement Ceremony
  - Nursing Pinning Ceremony
  - Send Silence Packing Exhibit

- o CLC Tutors Group
  - o Automotive Certificate Ceremony
  - o Greg McVey Press Conference
  - o Guitar and Rock Ensemble Concert
  - o Cayla Steinert Noyce Scholarship Signing Party
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- Organized and executed a Facebook Live event at Nursing Simulation Lab for Dr. Ruda with special SGA guests
  - Attended and sponsored a table for Real Men Real Leaders Banquet

### Marketing

- Launched a digital and television campaign for the new women in tech fire science commercial