

November 12, 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, November 12, 2019**. The meeting will be held in the **Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner in the **Bronbuster Room** next to the Endowment Room, Beth Tedrow Student Center.

AGENDA

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- I. CALL TO ORDER:**
- A. Comments from the Chair
 - B. Introduction of new employees
- II. EXECUTIVE SESSION**
- III. CONSENT AGENDA Action**
- A. Approval of minutes of previous meetings (October 8, 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. 13
 - C-1 Monthly Summary Published Funds Operating Revenues and Expenses...pg. 14
 - C-2 Checks Processed in excess of \$50,000.....pg. 15
 - C-3 Revenues.....pg. 16
 - C-4 Expenses.....pg. 18
 - C-5 Cash in Bank.....pg. 25
 - D. Ellucian Contract.....pg. 26
- IV. CONFIRMATION OF MONITORING REPORTS:**
- A. Monitoring Reports and ENDS **Consensus Approval**
No reports for review
 - B. Review Monitoring Report
 - B-1 Annual, Ends, Work Preparedness
 - C. Board Process and Policy Governance
- V. OTHER**
- A. Open comments from the public
 1. Public Comment: 30 minutes total, 5 minutes per individual. Comments should be relevant to matters over which the Board has authority. Speakers should respect the rights of all persons, and they should not engage in personal attacks or disruptive behavior. This time is not intended to be a question and answer time. The Board cannot take any binding action on matters not on the agenda. The Board has a right to conduct an orderly and efficient public meeting.
 2. Comments directed to the Board should pertain to Ends; Mission, Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, and Workforce Development.

A. President’s Report
B. Strategic Plan Reportpg. 30
C. Cohort Report.....pg. 51
D. Incidental Information.....pg. 55
E. Report from Faculty Senate
F. Report from FCEDC
G. Report from KACCT
H. Report from SGA

VI. OWNERSHIP LINKAGE

Upcoming Calendar Dates:

November 13	Exploration Day for Area High Schools, All Day
November 15	Student Recital, 1:30 p.m., Band Building
November 15	Uncommon Athlete for Area High Schools, 7:30 a.m.
November 16	Benefit Concert for College Players
November 18	Buster Men’s Basketball vs. Lamar, 7:00 p.m.
November 20	Buster Men’s Basketball vs. North Platte, 7:00 p.m.
November 21-23	“Santa’s Got the Flu”, 7:30 p.m., Pauline Joyce Fine Arts
November 24	“Santa’s Got the Flu”, 2:30 p.m., Pauline Joyce Fine Arts
November 25	Buster Men’s Basketball vs. McCook, 6:00 p.m.
November 27	Buster Women’s Basketball vs. Cloud County CC, 6:00 p.m.
November 27	Buster Men’s Basketball vs. Cloud County CC, 8:00 p.m.

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT

Optional tour for Board of Trustees.

Dr. Ryan J. Ruda
President

Dr. Blake Wasinger
Chairman

Mission: *Garden City Community College exists to produce positive contributors to the economic and social well-being of society.*

Five Ends: *Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, Workforce Development.*

Purposes for Executive Sessions

- a. Personnel matters of non-elected personnel**
- b. Consultation with the body's attorney**
- c. Employer-employee negotiation**
- d. Confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorship**
- e. Matters affecting a student, patient, or resident of public institutions**
- f. Preliminary discussions relating to acquisition of real property**
- g. Security, if open discussion would jeopardize security**

**MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
October 8, 2019**

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

Others Present: Dr. Ryan Ruda, President
Amy McVey, Deputy Clerk
Karla Armstrong, Vice President for Administrative Services/CFO
Marc Malone, Vice President for Instructional Services
Colin Lamb, Vice President for Student Services
Ashley Salazar, Director of Public Relations
Nicole Dick, Math Instructor
Greg McVey, Director of Athletics
David Rupp, Community Member
Toni Douglass, Community Member
Chief Rodney Dozier, GCCC Chief of Police
Aaron Kucharik, Community Member
Derek Ramos, Dean of Physical Planning
Andrew Knoll, GCCC IT
Lona Duvall, President-FCEDC
Vanessa Rodriguez, Financial Aid Advisor
Lon Pishny, Community Member
Andrew Cruz, Technical Admissions Representative

CALL TO ORDER:

Chair Wasinger called the regular board meeting to order at 6:01 p.m.

COMMENTS FROM THE CHAIR:

Chair Wasinger made the following comments:

Thanks to all that participated in the Centennial Celebration weekend. It was a great event for Garden City Community College and the community.

INTRODUCTION OF NEW EMPLOYEES:

Colin Lamb, Vice President for Student Services, introduced Andrew Cruz, Technical Admissions Representative and Vanessa Rodriguez, Financial Aid Advisor.

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

CONSENT AGENDA:

Chair Wasinger asked if Trustees wished to remove any items from the consent agenda. Item II C-3 Revenues and II C-4, Expenses were removed for separate discussion.

Chair Wasinger then asked for a motion approving consent agenda items II A, II B-1 and B-2, II C-1, C-2, and C-5, and II D. Holding II C-3, Revenues and II C-4, Expenses for separate discussion.

Motion:

Douglass moved, seconded by Worf to approve consent agenda II A, II B-1 and B-2, II C-1, C-2, and C-5, and II D. Holding II C-3, Revenues and II C-4, Expenses for separate discussion.

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

Nays: *None*

Motion carried: 5-0

Approved actions follow:

(A) Approval of minutes of previous meetings (September 10, 2019)

(Supporting documents filed with official minutes.)

(B) Approval of personnel actions-Human Resources

B-1 Human Resources Report

B-2 Adjunct/Outreach Contracts

(Supporting documents filed with official minutes.)

(C) Financial Information

C-1 Monthly Summary Published Funds Operating Revenues and Expenses

C-2 Checks Processed in excess of \$50,000

C-5 Cash in Bank

(Supporting documents filed with official minutes.)

(D) Program Approval

(Supporting documents filed with official minutes.)

II C-3 and C-4 - REVENUES and EXPENSES

Trustee Hitz voiced questions regarding GCCC revenues and expenses. Hitz requested clarification on the differences from last year to this year. Ms. Armstrong explained revenues were lower due to a Pepsi contract payment last year, our county revenue was less this year, electronic books have been moved from the general fund to the bookstore and we currently have a 2% decrease in enrollment. Ms. Armstrong also stated that when reviewing our revenue and expenses that we should be looking at the percentages and not dollar amounts. Our percentages should be close year to year.

Motion:

Hitz moved, seconded by Martinez to approve consent agenda item II C3 and C-4 Revenues and Expenses.

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

Nays: *None*

Motion carried: 5-0

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

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

- Annual, Ends – Work Preparedness

Chair Wasinger, Trustees Worf and Douglass asked for further explanation/discussion of the technical program performance measures. The six core indicators, as identified in the Carl Perkins Grant were discussed thoroughly.

Trustees indicated that they accept Annual, End – Work Preparedness report as presented.

REVIEW MONITORING REPORTS:

- Bi-Annual, Executive Limitations – Essential Skills
- Annual, Ends – Workforce Development

Dr. Douglass started a discussion on possible revisions for Essential Skills #4 and #5. She would like to discuss these with Lon Pishny and revisit at the next Board meeting.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Chair Wasinger and Trustee Douglass reviewed the monitoring reports and reporting calendar and discussed the need to update a few report dates and add Board Job Descriptions. The Board reviewed these changes. Language for page 18, Board Job Descriptions #6 will be discussed at the November Board meeting.

Motion:

Douglass moved, seconded by Martinez to approve presented changes to the Policy Governance manual and Reporting Calendar.

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

Nays: None

Motion carried: 6-0

(Supporting documents filed with official minutes.)

PUBLIC COMMENTS:

No signatures for public comments this month.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION (FCEDC):

Lona Duvall, President-FCEDC, presented on the 2013-2018 job growth in Garden City. They are working with local industry and discussing the essential skills that the employers need and then aligning local education with the workforce. The FCEDC is combining advisory boards for GCHS, Holcomb HS and GCCC as a means of consolidation for our employers. With the current and the anticipated growth, the FCEDC's focus for 2019 is recruitment of industrial and manufacturing prospects, sustainable agriculture project, workforce development, transportation enhancements, childcare and early learning development and addressing housing solutions to meet the demand of growing workforce needs.

REPORT FROM FACULTY SENATE:

Nicole Dick, Math Instructor /Faculty Senate, shared that Senate minutes are now posted on the GCCC website. Faculty Senate are working on Spring semester schedules trying to meet the needs of all students traditional and non-traditional. They are also currently working on a handbook and policies.

REPORT FROM SGA:

Colton Bartlett, SGA president, shared that SGA finished up with their Homecoming festivities that included a bonfire and car bash. Pizza with the President will start this month, movie nights will start in October and they are hoping to add open mic nights. Their speaker for MLK Day this year will be Latasha Brown. Dr. Douglass asked Colten what it means to be safe as a student on campus. The Board is charged with keeping students safe and Trustee Douglass would like feedback from the students.

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.

President Ruda presented the Centennial Celebration in review:

Centennial Gala—Friday, Sept. 27

The Endowment Association’s Centennial Gala drew donors, faculty, and staff with an evening in the BTSC, which was beautifully transformed to provide an elegant dining experience. The BTSC portico remains decorated with historical photos from GCCC’s rich history.

“100 Years of Community Parade”—Saturday, Sept. 28

Over 50 GCCC and community groups participated in the “100 Years of Community Parade” around the college campus. Community members lined the streets from the DPAC to the BTSC to watch the procession.

Family Fun “Ed-Venture”—Saturday, Sept. 28

2,000 people joined GCCC on campus after the parade for the Centennial Celebration events including the family fun ed-venture. Thank you to each of the faculty members, employees, and students who attended the event to serve the community with a celebration.

Homecoming Coronation—Saturday, Sept. 28

The Homecoming Royalty were introduced during the centennial events on the quad, and the coronation took place on the track just before the homecoming football game. Congratulations to Efrain Flores and Julieta Corpus-Ochoa, the Centennial year King and Queen.

Homecoming Bonfire and Football Game—Saturday, Sept. 28

SGA sponsored the homecoming bonfire on Thursday, Sept. 26. Providing Centennial year t shirts and food for the students and community members who attended. The GC fire department helped to safely light and extinguish the bonfire, and students took turns smashing an old car by the light of the fire. To end the night, DJ smooth provided dance music for the students.

Centennial Magazine—Saturday, Sept. 14

The Centennial Magazine was distributed with the Garden City Telegram on September 14, as well as during the centennial celebration events. This document was also inserted into the GCCC time capsule. The magazine is available in hard copy as well as online.

President Ruda also updated everyone on GCCC “Good News” and “Recent Successes”:

GCCC LPN Program Named #1 in Kansas

Garden City Community College boasts the number one practical nursing program in the state, according a national group dedicated to championing the growth and professional advancement of nurses nationwide.

The study from Practicalnursing.org, which ranked 17 Kansas schools overall, put GCCC at the top of the list, based on student scores from the National Council Licensure Examination.

According to the group’s 2019 rankings, more practical nursing students from GCCC have passed this national exam on a first-time basis than any other Kansas institution, based on data available from 2014 to 2018, according to the organization.

Fire Science MOUs Signed with Seward, Dodge, and Colby CCs

GCCC administration visited Seward County CC, Dodge City CC, and Colby CC to sign Memorandum of understandings for Fire Science training with each institution. The MOUs provide for a partnership between GCCC and each school for Fire Science training in each school's respective service area, allowing GCCC to provide instruction and certifications for Fire Science within those areas and to local fire departments as well as to allow for GCCC to provide dual credit offerings at the high schools within the areas.

The new agreement will enable students who are living and working in those service areas to remain in their geographic location in order to take general education credits through the local college and Fire Science credits through GCCC. Participants will also have the opportunity to complete a Fire Science certificate through GCCC as part of the agreement.

GCCC Announces NJCAA esports competitive team

GCCC has declared that it will participate in NJCAA sanctioned competition with an esports team as early as October 2019. The team, recently compiled, is comprised of 5 students who will compete on Nintendo Switch and Play Station 4 consoles in the upcoming competition. The teams will compete playing the Smash Brothers and Madden games. Head Coach, David Larsen, and assistant Lance Miller, both of GCCC's IT department, have begun recruiting for the current season and will begin recruiting for new and incoming students for fall 2019. Esports is an expanding and highly popular event across the nation, and GCCC and the NJCAA are excited to begin offering the opportunity for students who have an interest in these competitive games to compete while attending GCCC.

GCCC Increases Giving to the United Way

The internal campus campaign "United2Gether" was launched by administration in September as part of the annual push to provide donations to the United Way. This year, after the overwhelming support that Tyson received from the community, GCCC wanted to ensure that donations from the college went where they could best be used. For that reason, GCCC worked with the United Way to increase donations directly to the foundation, allowing the foundation to fill needs in the community that may arise. GCCC's annual United Way giving is up 750% and participation is up 30%.

Sept. 11 Memorial Ceremony

The Student Government Association planned and executed a memorial ceremony on the 18th anniversary of the September 11, 2001 attacks. Area public safety departments including the Fire Department, Highway Patrol, Police Department, and Sheriff's Department were on campus to help us honor and remember those who were lost on that day.

GCCC Float in Community Mexican Fiesta Parade—Saturday, Sept. 14

Many GCCC employees rode the GCCC float the Community Mexican Fiesta Parade on September 14. The fiesta pageant was also held in the Pauline Joyce Fine Arts Auditorium on the campus.

Track/Cross Country Host Community Color Run—Saturday, Sept. 21

The Track and Cross-Country team hosted a Community Color Run on September 21st. Over 25 community members ran the race around the zoo during fall fest.

Department of Music Hosts Faculty Recital—Thursday, Sept. 19

The GCCC Music department got the chance to showcase their own musical skills for an audience during the Fall Faculty Recital on Sept. 19. Sean Boller, Ron Carlson, Renee Carmichael, Casey Hands, CJ Johnson, Joseph Lowry, and Jon Yust were among the performers featured during the recital.

43rd Annual Hispanic Student Day—Friday, Oct. 4

Roughly 250 students attended the 43rd annual GCCC Hispanic Student Day on campus on Oct. 4. The event is hosted each year by the Hispanic Student Leadership Organization (HALO) and the Student Support Services program. GCCC is comprised of 43% Hispanic students, based on the most recent demographic data available through the IPEDS report.

REPORT FROM KACCT:

Trustee Crist reported that KACCT amended By-law, Article 3 to allow a substitute trustee to vote as an alternate. The President may also vote in the absence of a trustee. Also discussed at last months meeting was student aid and the problems with fraud and abuse.

REPORT ON HIGHER LEARNING COMMISSION (HLC):

No report was given.

OWNERSHIP LINKAGE:

Trustee Douglass commented on the Centennial being such a positive event and huge success.

EXECUTIVE SESSION:

No executive session was held.

CALENDAR DATES:

Chair Wasinger reviewed calendar dates with Trustees.
Next Board meeting will be November 12, 2019

Meeting adjourned at 7:54 p.m. by Chair Wasinger.

UPCOMING CALENDAR EVENTS:

- October 9 Buster Women's Soccer vs. Cloud, 3:30 p.m.
- October 9 Buster Men's Soccer vs. Cloud, 6:00 p.m.
- October 10 GCCC Choir Fall Concert, 7:30 p.m.
- October 12 Buster Women's Soccer vs. Hesston, 4:30 p.m.
- October 12 Buster Men's Soccer vs. Hesston, 7:00 p.m.
- October 16-19 ACCT Conference in San Francisco
- October 17 GCCC Board of Trustees Candidate Forum-Chamber, 7:30 p.m.
- October 19 Buster Volleyball vs. Hutchinson, 2:00 p.m.
- October 26 Buster Football vs. Coffeyville, 1:00 p.m.
- October 30 Buster Volleyball vs. Colby, 6:30 p.m.

Amy R McVey
Deputy Clerk

Dr. Ryan Ruda
President

Dr. Blake Wasinger
Chairman of the Board

Agenda No: III-B

Date: November 12, 2019

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

Presenter: Dr. Ryan Ruda

Background Information:

All full-time employees hired by the college's administration are presented monthly to the board. The following document represents new employees and transfers/promotions serving Garden City Community College and are presented for board approval.

Budget Information:

Salaries are commensurate with duties and responsibilities and are included in the annual budget.

Recommended Board Action:

Approve the personnel for employment, retirement, separation, and transfer/promotion as reported by the office of Human Relations.

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

Board Member Notes:



November 4, 2019

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

New Hires:

No new hires to report.

Transfers:

Jennifer Hill, Nursing Secretary to Nursing Student Success Coordinator, effective, November 1, 2019

Separations:

No separations to report.

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 11/12/2019)

INSTRUCTOR	CLASS	AMOUNT
Acevedo, Naysha	Abnormal Psychology PSYC-201-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 10/14/2019 - 12/12/2019	\$1,560.00
Burrus, Cynthia	Intro to Political Science POLS-104-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 10/14/2019 - 12/12/2019	\$1,560.00
Clark, Erika	KSPN Med Surg Nrsng I Clinical PNRS-105-01 - 2.00 credit hour(s) 78.08 contact hours X \$27.50 = \$2,147.20 10/14/2019 - 12/10/2019	\$2,147.20
Falke, James	Technical Rescue I FIRE-103-90 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 10/15/2019 - 10/26/2019	\$1,000.00
Hands, Melanie	American Government POLS-105-GC - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/13/2019 - 12/19/2019	\$1,800.00
Hands, Melanie	American Government POLS-105-GD - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/13/2019 - 12/19/2019	\$1,800.00
Hands, Casey	Music History and Appreciation MUSC-108-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 10/14/2019 - 12/12/2019	\$1,560.00
Heaton, Tyrell	World Geography GEOG-101-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$620.00 = \$1860.00 10/14/2019 - 12/12/2019	\$1,860.00
Komm, Adam	Introduction to Business BSAD-101-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 10/14/2019 - 12/12/2019	\$1,620.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS
 (Presented to Board of Trustees for Approval 11/12/2019)**

Ochs, Edward	Intermediate Rappelling CRIM-151-30 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 10/5/2019 - 10/13/2019	\$500.00
Routon, Timothy	Woodworking HMGC-175-01 - 42 Contact Hours 42 contact hour(s) @ \$35.00 = \$1,470.00 Tuesday Evening 7:00 pm - 10:00 pm 10/01/2019 - 01/21/2020	\$1,470.00
Weeks, Ben	Beginning Rappelling CRIM-150-30 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 9/14/2019 - 9/22/2019	\$500.00
Weeks, Ben	Police Firearms III CRIM-223-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 10/25/2019 - 11/22/2019	\$500.00
Wenzel, Leslie	Intro to Sport Science HPER-210-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$560.00 = \$1680.00 8/19/2019 - 12/12/2019	\$1,680.00
Whitehill, Judy	College Success PCDE-101-51 - 1.00 credit hour(s) 1.00 credit hour(s) X \$520.00 = \$520.00 10/14/2019 - 12/12/2019	\$520.00
Woolever, Sharon	Medical Terminology EMIC-104-GC - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 10/14/2019 - 12/12/2019	\$1,500.00
Woolever, Sharon	Medical Terminology EMIC-104-55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 10/14/2019 - 12/12/2019	\$1,500.00
Zeller, Patricia	KSPN Med Surg Nrsng I Clinical PNRS-105-01 - 2.00 credit hour(s) 6.44 contact hours X \$27.50 = \$177.10 10/14/2019 - 12/10/2019	\$177.10

Total: \$23,254.30

Agenda No: III-C
Topic: Financial Information

Date: November 12, 2019

Presenter: Dr. Ryan Ruda

Background Information:

Presentation of monthly financial documents:

- Checks over \$50,000
- Revenues
- Expenses
- Cash in Bank

Budget Information:

Financial information represents 1) monthly expenditures over \$20,000 2) cash deposits.

Recommended Board Action:

Accept and approve financial information as presented.

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

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

Board Member Notes:

Garden City Community College

10/31/2019 - 33% of Year

Published Funds Operating Revenues and Expenses

	Budget FY20			Difference from prior year	FY19		
	Adopted Working Budget	YTD Rev/Exp with encumbrances	YTD % of Budget		Adopted Working Budget	YTD Rev/Exp with encumbrances	YTD % of Budget
Revenues							
Fund 11 - General Fund	\$ 15,538,563	\$ 3,373,509	21.71%	-2.27%	\$ 15,962,157	\$ 3,827,042	23.98%
Fund 12 - PTE	\$ 2,908,180	\$ 726,914	25.00%	-0.60%	\$ 2,685,684	\$ 687,489	25.60%
Fund 16 - Auxillary	\$ 3,824,396	\$ 1,702,944	44.53%	-0.05%	\$ 3,602,424	\$ 1,605,933	44.58%
Fund 61 - Capital Outlay	\$ 1,087,799	\$ 32,179	2.96%	-5.03%	\$ 531,401	\$ 42,457	7.99%
TOTAL	\$ 23,358,938	\$ 5,835,546	24.98%	-2.07%	\$ 22,781,666	\$ 6,162,921	27.05%
Expenses							
Fund 11 - General Fund	\$ 15,538,563	\$ 5,006,444	32.22%	1.26%	\$ 15,962,157	\$ 4,942,203	30.96%
Fund 12 - PTE	\$ 2,908,180	\$ 705,554	24.26%	0.31%	\$ 2,685,684	\$ 643,182	23.95%
Fund 16 - Auxillary	\$ 3,824,396	\$ 1,175,362	30.73%	-2.20%	\$ 3,602,424	\$ 1,186,297	32.93%
Fund 61 - Capital Outlay	\$ 1,087,799	\$ 2,600	0.24%	-1.36%	\$ 1,000,000	\$ 15,965	1.60%
TOTAL	\$ 23,358,938	\$ 6,889,960	29.50%	0.30%	\$ 23,250,265	\$ 6,787,647	29.19%

kja
11.6.19

CHECKS PROCESSED IN EXCESS OF \$50,000

October 2019

Purchases over \$50,000 requiring Board Approval

- \$336,960 wire sent to Clayton Holdings for Lease Purchase payment for the Broncbuster Suites #2 (payment due 11/1/19, wire sent 10/22/19). The Board of Trustees approved the purchase on March 6, 2017.

Payments over \$50,000 not requiring bid sheets

- Check #271836 to City of Garden City for \$82,343.43 for monthly utilities.
- Check #271837 to Commerce Bank for \$88,935.52 for various purchase card purchases
- Check #271937 to Great Western Dining for \$89,945.92 for various invoices.
- Check #272077 to Blue Cross-Blue Shield of Kansas for \$107,380.67 for November 2019 health insurance premiums for employees.

REVENUES

11/06/19

Garden City Community College
Annual Budget Report Ending 10/31/19
Options - All Statuses

Page: 1

Fiscal Year: 2020

BUDGET.OFFICER: Unassigned

Table with columns: GL Account, YTD Encumbrances, MTD Actual, YTD Actual, Annual Budget, Available, % Avail. Rows include various tuition and fee categories for Fund 11 and Fund 12, ending with a total for Fund 12 - PTE FUND.

61-00-0000-00000-4805	MOTOR VEHICLE PROP	0.00	4,623.38-	22,231.82-	39,360.00-	17,128.18-	43.52
61-00-0000-00000-4806	RECREATIONAL VEHIC	0.00	59.76-	310.46-	447.00-	136.54-	30.55
61-00-0000-00000-4807	DELINQUENT TAX : G	0.00	952.30-	2,318.09-	7,689.00-	5,370.91-	69.85
61-00-0000-00000-4808	PAYMENTS IN LIEU O	0.00	0.00	376.32-	6,425.00-	6,048.68-	94.14
61-00-0000-00000-4809	RENTAL EXCISE TAX	0.00	0.00	352.56-	0.00	352.56	0.00
61-00-0000-00000-4810	16/20 M TAX : GENE	0.00	0.79-	14.58-	0.00	14.58	0.00
61-00-0000-00000-4811	TAX IN PROCESS : G	0.00	0.00	0.00	5,695.00-	5,695.00-	100.00
61-00-0000-00000-4814	COMMERCIAL VEHICLE	0.00	386.26-	847.35-	0.00	847.35	0.00
61-00-0000-00000-4816	TIF TAX : GENERAL	0.00	0.00	23.74-	0.00	23.74	0.00
61-00-0000-00000-4817	NEIGH REVT : GENER	0.00	0.00	1,280.64	0.00	1,280.64-	0.00
61-00-0000-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	0.00	529,576.00-	529,576.00-	100.00
=====							
Totals for FUND: 61 - CAPITAL OUTLAY		0.00	6,022.49-	32,178.71-	1,087,799.00-	1,055,620.29-	97.04
=====							
Totals for BUDGET.OFFICER: Unassigned		52.73	145,387.41-	4,132,601.58-	19,534,542.00-	15,401,993.15-	78.84

Garden City Community College

EXPENSES

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FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	689,917.00-	689,917.00-	100.00
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	2,464.54	7,830.88	0.00	7,830.88-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	19,525.14	60,274.94	217,378.00	157,103.06	72.27
DEPARTMENT: 11020 - HUMANITIES	144.14	7,165.47	21,686.64	65,514.00	43,683.22	66.68
DEPARTMENT: 11021 - ENGLISH	0.00	39,152.35	116,964.83	412,418.00	295,453.17	71.64
DEPARTMENT: 11022 - SPEECH	0.00	11,197.76	37,184.51	94,549.00	57,364.49	60.67
DEPARTMENT: 11023 - PHILOSOPHY	0.00	484.43	968.86	0.00	968.86-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	1,741.65	5,735.29	30,825.00	25,089.71	81.39
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	465.00	465.00	100.00
DEPARTMENT: 11030 - ART	962.59-	14,650.31	60,245.96	145,991.00	86,707.63	59.39
DEPARTMENT: 11031 - DRAMA	0.00	6,207.60	21,714.79	77,334.00	55,619.21	71.92
DEPARTMENT: 11032 - VOCAL MUSIC	516.69	5,203.78	22,985.34	60,188.00	36,685.97	60.95
DEPARTMENT: 11033 - INST MUSIC	7,639.25	16,744.27	77,530.95	150,624.00	65,453.80	43.46
DEPARTMENT: 11040 - SCIENCE	73.28	43,801.20	124,513.66	455,092.00	330,505.06	72.62
DEPARTMENT: 11050 - MATH	0.00	29,315.10	88,134.94	287,365.00	199,230.06	69.33
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	31,066.10	93,204.33	314,980.00	221,775.67	70.41
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	11,628.06	31,044.61	66,798.00	35,753.39	53.52
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	6,749.57	24,715.53	81,682.00	56,966.47	69.74
DEPARTMENT: 11081 - READING	0.00	11,626.86	33,131.15	120,758.00	87,626.85	72.56
DEPARTMENT: 11082 - ESL	0.00	6,138.23	18,413.99	76,169.00	57,755.01	75.82
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	4,653.89	11,319.32	2,000.00	9,319.32-	465.96-
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	537.66	1,075.32	2,000.00	924.68	46.23
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	64,950.00-	0.00	0.00	0.00	64,950.00	0.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	403.69	403.69	0.00	403.69-	0.00
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	538.25	538.25	0.00	538.25-	0.00
DEPARTMENT: 41000 - LIBRARY	1,855.95	12,585.36	57,231.37	179,157.00	120,069.68	67.02
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	10,505.76	30,260.34	99,824.00	69,563.66	69.69
DEPARTMENT: 41100 - TECHNOLOGY-INSTRUC	4,443.91	16,737.03	136,403.04	579,063.00	438,216.05	75.68
DEPARTMENT: 42000 - VP ON INSTRUCTION	397.94	24,495.94	69,958.15	878,882.00	808,525.91	91.99
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	15,049.65	51,392.37	133,629.00	82,236.63	61.54
DEPARTMENT: 42002 - OUTREACH	0.00	1,991.92	8,282.23	92,193.00	83,910.77	91.02
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	10,462.02	52,782.17	144,624.00	91,841.83	63.50
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	5,876.41	23,429.75	72,065.00	48,635.25	67.49
DEPARTMENT: 50000 - DEAN OF STUDENT SE	600.36-	30,525.75	112,457.78	341,305.00	229,447.58	67.23
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	0.00	14,000.00	14,000.00	100.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	201.47	12,402.82	50,340.91	165,203.00	114,660.62	69.41
DEPARTMENT: 50011 - ASSESSMENT/TESTING	4,116.25-	4,524.29	16,636.08	57,593.00	45,073.17	78.26
DEPARTMENT: 50020 - FINANCIAL AID OFFI	1,495.51-	39,875.09	99,305.17	351,518.00	253,708.34	72.18
DEPARTMENT: 50030 - ADMISSIONS	1,508.48	12,373.89	46,459.15	160,448.00	112,480.37	70.10
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	150.00-	13,889.24	54,345.20	182,061.00	127,865.80	70.23
DEPARTMENT: 50050 - STUDENT HEALTH SER	1,723.33	6,229.75	22,645.54	70,472.00	46,103.13	65.42

DEPARTMENT: 55000 - DIRECTOR OF ATHLET	491.14	33,235.37	359,314.26	583,246.19	223,440.79	38.31
DEPARTMENT: 55001 - MEN'S BASKETBALL	2,610.00	12,138.25	57,751.15	166,216.00	105,854.85	63.69
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	9,839.70	54,906.31	163,051.00	108,144.69	66.33
DEPARTMENT: 55003 - MEN'S TRACK	5,902.00	2,911.32	12,126.05	52,724.95	34,696.90	65.81
DEPARTMENT: 55004 - WOMEN'S TRACK	5,902.00	3,184.18	10,661.98	51,633.00	35,069.02	67.92
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,778.00	8,714.70	42,132.33	134,314.00	90,403.67	67.31
DEPARTMENT: 55006 - FOOTBALL	0.00	48,128.48	236,753.78	516,690.00	279,936.22	54.18
DEPARTMENT: 55007 - BASEBALL	7,064.00	13,224.22	50,541.77	169,062.00	111,456.23	65.93
DEPARTMENT: 55008 - VOLLEYBALL	0.00	13,079.81	52,211.51	123,099.97	70,888.46	57.59
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	6,285.85	47,325.05	79,031.85	31,706.80	40.12
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	7,987.57	37,353.89	32,278.20	5,075.69-	15.71-
DEPARTMENT: 55012 - CHEERLEADING	0.00	6,729.09	38,218.76	67,823.84	29,605.08	43.65
DEPARTMENT: 55014 - RODEO TEAM	2,583.95	16,837.17	55,999.99	166,084.00	107,500.06	64.73
D DEPARTMENT: 55015 - MEN'S GOLF	0.00	5,640.63	11,220.21	40,044.00	28,823.79	71.98
DEPARTMENT: 55019 - ATHLETIC TRAINING	1,876.56	20,863.99	87,120.48	193,945.00	104,947.96	54.11
DEPARTMENT: 55020 - PEP BAND	493.85	5,527.14	23,464.49	65,672.00	41,713.66	63.52
DEPARTMENT: 61000 - PRESIDENT	17,695.45	50,174.89	162,603.07	550,423.00	370,124.48	67.24
DEPARTMENT: 61001 - BOARD OF TRUSTEES	269.10-	388.49	2,080.43	30,025.00	28,213.67	93.97
DEPARTMENT: 61005 - ATTORNEY	7,723.79-	4,177.81	37,681.29	150,000.00	120,042.50	80.03
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	15,741.31	53,855.43	318,936.59	1,307,252.00	972,574.10	74.40
DEPARTMENT: 62010 - HUMAN RESOURCES	3,698.89	11,982.51	49,305.25	194,281.00	141,276.86	72.72
DEPARTMENT: 62011 - ADA COMPLIANCE	297.38	9,497.86	27,234.34	61,098.00	33,566.28	54.94
DEPARTMENT: 62050 - ONE-TIME PURCHASES	141,032.66-	2,923.00	1,098.05-	100,000.00	242,130.71	242.13
DEPARTMENT: 63000 - MARKETING/PR	11,584.59	14,208.28	57,753.49	229,854.00	160,515.92	69.83
DEPARTMENT: 64000 - INFORMATION TECHNO	32,464.77	57,809.42	183,985.15	686,834.00	470,384.08	68.49
DEPARTMENT: 65000 - CENTRAL SERVICES	2,783.08	15,616.25	53,198.46	141,220.00	85,238.46	60.36
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	5,966.02	63,328.84	189,572.00	126,243.16	66.59
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	7,692.75-	10,998.23	50,983.31	185,932.00	142,641.44	76.72
DEPARTMENT: 71000 - BUILDINGS	35,493.77	46,720.05	178,912.14	517,673.00	303,267.09	58.58
DEPARTMENT: 72000 - CUSTODIAL SERVICES	1,446.10	56,794.72	204,817.10	605,951.00	399,687.80	65.96
DEPARTMENT: 73000 - GROUNDS	13,164.14	32,804.67	101,551.56	305,147.00	190,431.30	62.41
DEPARTMENT: 73001 - ATHLETIC FIELDS	3,227.94	424.90	10,031.73	28,950.00	15,690.33	54.20
DEPARTMENT: 74000 - VEHICLES	49,336.47-	23,409.13	105,329.55	494,490.00	438,496.92	88.68
DEPARTMENT: 75000 - CAMPUS SECURITY	100.00-	11,026.55	46,668.52	227,268.00	180,699.48	79.51
DEPARTMENT: 76000 - INSURANCE	0.00	6,161.56	217,936.90	259,856.00	41,919.10	16.13
DEPARTMENT: 77000 - UTILITIES	50,521.54-	77,804.44	246,222.20	831,500.00	635,799.34	76.46
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	66.24-	14,437.62-	0.00	14,437.62	0.00
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	549.00	100.00	449.00-	448.99-
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	1,830.00	18,422.00	30,000.00	11,578.00	38.59
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	450.00-	4,934.00	11,000.00	6,066.00	55.15
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	950.00	4,225.00	151,000.00	146,775.00	97.20
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	0.00	106,000.00	106,000.00	100.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,668.78	6,641.18	43,971.00	37,329.82	84.90

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FUND: 11 - GENERAL

144,147.66- 1,199,525.05 5,006,444.47 15,538,563.00 10,676,266.19 68.71

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FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	7,401.51	17,924.48	63,249.00	45,324.52	71.66
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	0.00	241.00	241.00	100.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	4,330.20	17,528.31	46,882.00	29,353.69	62.61
DEPARTMENT: 12200 - ADN PROGRAM	6,037.93-	29,990.14	79,520.76	336,883.00	263,400.17	78.19
DEPARTMENT: 12201 - LPN PROGRAM	6,848.15-	35,565.01	90,649.05	337,302.00	253,501.10	75.16
DEPARTMENT: 12202 - EMT	165.95-	19,160.23	54,159.08	194,760.00	140,766.87	72.28
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	14,791.35	50,251.32	201,799.00	151,547.68	75.10
DEPARTMENT: 12210 - AGRICULTURE	0.00	4,212.96	12,859.84	62,288.00	49,428.16	79.35
DEPARTMENT: 12211 - ANIMAL SCIENCE	462.04	12,998.14	39,520.74	115,309.00	75,326.22	65.33
DEPARTMENT: 12220 - JOHN DEERE AG TECH	2,507.89	17,846.31	62,099.57	192,374.00	127,766.54	66.42
DEPARTMENT: 12230 - AUTO MECHANICS	40,900.00	14,898.44	43,143.70	136,730.00	52,686.30	38.53
DEPARTMENT: 12240 - CRIMINAL JUSTICE	1,647.73-	14,885.78	35,154.25	146,598.00	113,091.48	77.14
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	9,547.82	22,118.80	81,392.00	59,273.20	72.82
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,622.54	31,866.64	127,957.00	96,090.36	75.10
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	33.69	0.00	33.69-	0.00
DEPARTMENT: 12273 - WELDING	7,072.17-	26,231.58	78,343.63	293,099.00	221,827.54	75.68
DEPARTMENT: 42005 - DEAN OF TECHNICAL	84.57	15,342.86	54,129.90	571,317.00	517,102.53	90.51
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	16,250.00	0.00	16,250.00-	0.00
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FUND: 12 - PTE FUND	22,182.57	237,824.87	705,553.76	2,908,180.00	2,180,443.67	74.98

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FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	61.30	10,125.50	56,750.00	46,624.50	82.16
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	3,637.00	3,637.00	100.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	1,050.42	1,050.42	3,016.00	1,965.58	65.17
DEPARTMENT: 31000 - COMMUNITY SERVICE	563.00	1,067.90	3,833.79	21,168.76	16,771.97	79.23
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	0.00	156,381.28	156,381.28	100.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	808.34	1,488.47	680.13	45.69
DEPARTMENT: 55008 - VOLLEYBALL	0.00	316.50	1,465.58	4,708.01	3,242.43	68.87
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,759.00	900.00	900.00	17,583.20	14,924.20	84.88
DEPARTMENT: 31000 - COMMUNITY SERVICE	188.06	669.22	1,180.56	14,500.00	13,131.38	90.56
DEPARTMENT: 55007 - BASEBALL	0.00	346.14	1,761.76	9,305.28	7,543.52	81.07

DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	0.00	89.57	89.57	100.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	344.90	344.90	2,000.00	1,655.10	82.76
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	0.00	81.53	81.53	100.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	1,176.98	1,417.54	2,500.00	1,082.46	43.30

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FUND: 14 - ADULT SUPPLEMENTARY ED	2,510.06	5,933.36	22,888.39	293,209.10	267,810.65	91.34

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FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
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DEPARTMENT: 31000 - COMMUNITY SERVICE	8,784.88	1,265.50	9,653.78	25,500.00	7,061.34	27.69
DEPARTMENT: 94000 - STUDENT CENTER	85,672.97-	55,506.26	70,932.27	284,435.00	299,175.70	105.18
DEPARTMENT: 95000 - STUDENT HOUSING	34,831.80-	417,675.82	925,753.31	2,906,702.00	2,015,780.49	69.35
DEPARTMENT: 98000 - COSMETOLOGY	12,213.19-	8,707.12	60,530.42	152,758.75	104,441.52	68.37
DEPARTMENT: 97000 - BOOKSTORE	188,577.92	51,304.25	108,492.66	594,091.00	297,020.42	50.00

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FUND: 16 - AUXILIARY ENTITIES	64,644.84	534,458.95	1,175,362.44	3,963,486.75	2,723,479.47	68.71

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FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
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DEPARTMENT: 50000 - DEAN OF STUDENT SE	8,745.00	1,181.20	1,181.20	13,000.00	3,073.80	23.64
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	0.00	16,824.00	16,824.00	100.00
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	13,225.00-	13,225.00-	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,182.57	20,920.40	40,438.81	329,840.00	288,218.62	87.38
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	5,783.92	23,212.97	78,794.10	55,581.13	70.54
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	0.00	4,000.00	4,000.00	100.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	15.30	194.44	194.44	5,000.00	4,790.26	95.81
DEPARTMENT: 11040 - SCIENCE	0.00	500.00	6,500.00	42,623.00	36,123.00	84.75
DEPARTMENT: 42005 - DEAN OF TECHNICAL	15,645.73	28,586.80	49,618.92	107,765.00	42,500.35	39.44
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	35.27	35.27	100.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	16,216.26-	0.00	0.00	0.00	16,216.26	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	247.06	62,021.39	61,774.33	99.60
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	0.00	0.00	0.00

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DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,403.96	2,154.88	101,640.46	104,036.93	992.51	0.95
DEPARTMENT: 11040 - SCIENCE	0.00	1,711.01	15,645.96	66,608.40	50,962.44	76.51

=====	FUND: 22 - RESTRICTED GRANTS	10,776.30	61,032.65	238,679.82	817,323.09	567,866.97	69.48
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FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail

DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	11,433.00	11,433.00	16,797.94	5,364.94	31.94
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	1,563.72	0.00	1,563.72-	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	7,806.08	0.00	7,806.08-	0.00
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FUND: 23 - OTHER RESTRICTED FUNDS	0.00	11,433.00	20,802.80	16,797.94	4,004.86-	23.83-

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FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail

DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	17,370.78	44,538.64	174,984.00	130,445.36	74.55
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	145.11	2,256.84	5,249.00	2,992.16	57.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	7,200.00	13,066.23	39,137.12	171,918.00	125,580.88	73.05
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	50,000.00-	50,000.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	3,373.11	12,071.16	50,000.00	37,928.84	75.86
=====						
FUND: 24 - ADULT EDUCATION	7,200.00	33,955.23	98,003.76	352,151.00	246,947.24	70.13

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FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	216,914.00-	0.00	2,600.00	1,087,799.00	1,302,113.00	119.70
=====						
FUND: 61 - CAPITAL OUTLAY	216,914.00-	0.00	2,600.00	1,087,799.00	1,302,113.00	119.70

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FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	33,294.71	47,035.51	274,153.07	684,875.42	377,427.64	55.11
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	348.00	3,792.97	16,200.00	12,407.03	76.59
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	244.27	1,119.23	19,882.35	18,763.12	94.37
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	33,294.71	47,627.78	279,065.27	720,957.77	408,597.79	56.67

11/05/19

Annual Budget Report Ending 10/31/19
Options - All Statuses

Page: 10

Fiscal Year: 2020

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	1,160.35-	33,957.65	44,000.00	10,042.35	22.82
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	39,537.14	44,000.00	4,462.86	10.14
DEPARTMENT: 55003 - MEN'S TRACK	0.00	500.00	15,000.00	25,000.00	10,000.00	40.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	9,500.00	25,000.00	15,500.00	62.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	14,386.00	35,000.00	20,614.00	58.90
DEPARTMENT: 55006 - FOOTBALL	0.00	47,311.00	118,728.13	165,000.00	46,271.87	28.04
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	14,703.00	40,000.00	25,297.00	63.24
DEPARTMENT: 55008 - VOLLEYBALL	0.00	2,500.00	19,504.92	42,000.00	22,495.08	53.56
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	12,500.00	30,000.00	17,500.00	58.33
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	19,115.00	30,000.00	10,885.00	36.28

Garden City Community College							
DEPARTMENT: 55012 - CHEERLEADING	0.00	3,125.00	16,460.00	15,000.00	1,460.00-	9.72-	
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	0.00	5,000.00	5,000.00	100.00	
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	15,500.00	32,000.00	16,500.00	51.56	
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	7,250.00	11,000.00	3,750.00	34.09	
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	1,750.00-	13,439.00	32,000.00	18,561.00	58.00	
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	1,750.00	11,000.00	9,250.00	84.09	
DEPARTMENT: 11030 - ART	0.00	0.00	2,400.00	11,000.00	8,600.00	78.18	
DEPARTMENT: 11031 - DRAMA	0.00	1,000.00	1,900.00	10,000.00	8,100.00	81.00	
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	6,050.00	15,000.00	8,950.00	59.67	
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	31,600.00	75,000.00	43,400.00	57.87	
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	0.00	0.00	6,000.00	6,000.00	100.00	
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	13,150.00	20,000.00	6,850.00	34.25	
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	6,775.00	24,825.00	20,000.00	4,825.00-	24.12-	
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	2,283.45	12,534.45	31,000.00	18,465.55	59.57	
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	5,518.00	0.00	5,518.00-	0.00	
=====							
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	60,584.10	449,308.29	774,000.00	324,691.71	41.95	

Garden City Community College
10/31/2019

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 265,273.38	0.0000%
State Municipal Invest. Pool	\$ 13,648.70	1.4990%
First National Bank	\$ 270.29	2.3800%
Landmark National Bank	<u>\$ 1,256,653.08</u>	1.9300%
	\$ 1,535,845.45	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
Landmark Natl Bank	CD	\$ 1,000,000.00	2.5000%	2/9/2019	11/9/2019
First National Bank	CDARS	\$ 500,000.00	2.4500%	5/16/2019	11/14/2019
Western State Bank	CD	\$ 1,000,000.00	2.2600%	6/27/2019	12/27/2019
Landmark Natl Bank	CD	\$ 2,000,000.00	2.5500%	2/9/2019	2/9/2020
Western State Bank	CD	\$ 1,000,000.00	2.3100%	6/27/2019	3/27/2020
First National Bank	CDARS	<u>\$ 1,000,000.00</u>	2.4500%	5/16/2019	5/14/2020
		\$ 6,500,000.00			
 Total		 <u><u>\$ 8,035,845.45</u></u>			

Topic: Ellucian Software Maintenance

Presenter: Dr. Ryan J. Ruda

Background Information:

Ellucian (previously Datatel) is the administrative software used by the college. The annual maintenance renewal fee for FY20 is \$319,357.00 The maintenance fee for FY19 was \$299,754.00. The fee represents the additional \$7,320 for support with Colleague Student Planning and Colleague Self-Service and a 4% increase over last year .

Budget Information:

General Fund: FY20
\$ 319,357.00 – Ellucian Software Replacement

Recommended Board Action:

Authorize Administration to renew the maintenance agreement with Ellucian for \$319,357.

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

Board Member Notes:



SOFTWARE SUPPORT SERVICES ORDER FORM

**GARDEN CITY COMMUNITY COLLEGE
("Client")**

As of the latest signing date below, **ELLUCIAN COMPANY L.P.** ("Ellucian") and Client agree that the most recent underlying agreement between the parties related to software support services or maintenance ("Agreement"), amended as follows, will apply to this Software Support Services Order Form ("Order Form"), which will constitute a separate and independent contract between the parties hereto. **By the execution below, each party represents and warrants that it is bound by the signature of its respective signatory for the attached non-cancellable Order Form. Except as amended by the Order Form, the terms of the Agreement remain unchanged and in full force and effect; any fees due under the Order Form are in addition to, and not in lieu of fees already due or scheduled to come due under the Agreement. Client has not relied on the availability of either any future version of any software or any future software, product or service.**

In connection with the Software identified in the Software Support Services Table(s) below, Ellucian will provide Client with Software Support Services for the Baseline Software pursuant to this Order Form at the fees provided herein. Software Support Services means, collectively, maintenance, improvements, and new releases as those terms are defined in the Agreement. The term "Contract Year" shall mean each period of twelve (12) months beginning July 1 and ending June 30 through the Expiration Date specified below.

Services Limitations. All Software Support Services will be part of the applicable Baseline Software and will be subject to all of the terms and conditions of the Agreement. Ellucian's obligation to provide Client with Software Support Services for Baseline Software owned by parties other than Ellucian is limited to providing Client with the Improvements that the applicable third party owner provides to Ellucian for that Baseline Software. In this regard, to the extent that an agreement authorizing Ellucian to resell or sublicense a third party's Baseline Software is terminated or expires prior to the Expiration Date, or prior to the expiration of any renewal term, for that Baseline Software, then Ellucian's obligation to provide Improvements to Client for that Baseline Software, and Client's obligation to pay Ellucian for such Improvements, shall automatically terminate simultaneously with the termination or expiration of the relevant agreement. Client must provide Ellucian with such facilities, equipment and support as are reasonably necessary for Ellucian to perform its obligations under the Maintenance Agreement, including remote access to the Equipment.

Client is obtaining Software Support Services for the following Software for the fees stated in the Software Support Services Table(s) and the notes thereto (below):

SOFTWARE SUPPORT SERVICES TABLE (PAID IN ADVANCE):

COMMENCEMENT DATE: July 1, 2019 (the parties intend this Order Form to have retroactive effect)

EXPIRATION DATE: June 30, 2020

FIRST ANNUAL CONTRACT YEAR PAYMENT DATE: due on the Execution Date

Baseline Software	Maintenance Standards	Initial Payment Amount
CORE ACCOUNTS RECEIVABLE, CASH RECEIPTS, GENERAL LEDGER, DEMOGRAPHICS, COMMUNICATIONS MANAGEMENT, FACILITIES PROFILE, SCHEDULING & STAFF/VOLUNTEER INFORMATION, ELECTRONIC FILE IMPORT/EXPORT, WORKFLOW MANAGEMENT SYSTEM, ACTIVITIES & EVENTS MAINTENANCE, DATA DEFENSE, CORE COLLEAGUE MAINTENANCE	ADVANTAGE	\$58,230

STUDENT ACADEMIC RECORDS, RECRUITMENT/ADMISSION MANAGEMENT, CURRICULUM MANAGEMENT, FACULTY INFORMATION, FINANCIAL AID, REGISTRATION, STUDENT PLANNING MAINTENANCE, CAMPUS ORGANIZATION MAINTENANCE, STUDENT SYSTEM MAINTENANCE, RESIDENCE LIFE MAINTENANCE, WEBADVISOR- INSTANT ENROLLMENT MAINTENANCE, COLLEAGUE SELF-SERVICE FINANCIAL AID MAINTENANCE, DEGREE AUDIT MAINTENANCE	ADVANTAGE	\$57,954
FINANCE ACCOUNTS PAYABLE, PURCHASING, PROJECTS ACCOUNTING MAINTENANCE, BUDGET MANAGEMENT MAINTENANCE, COLLEAGUE FINANCE SYSTEM MAINTENANCE, FIXED ASSETS MAINTENANCE, FIXED ASSETS IMPORT UTILITY MAINTENANCE, INVENTORY MAINTENANCE, PHYSICAL PLANT MAINTENANCE	ADVANTAGE	\$48,897
HUMAN RESOURCES HUMAN RESOURCES MAINTENANCE, EMPLOYMENT ACTIONS MAINTENANCE, PAYROLL MAINTENANCE	ADVANTAGE	\$18,535
WORKFLOW CA WORKFLOW DEFINITION TOOL ANNUAL LICENSE FINANCE WORKFLOW DEFINITION TOOL ANNUAL LICENSE HR WORKFLOW DEFINITION TOOL ANNUAL LICENSE ST WORKFLOW DEFINITION TOOL ANNUAL LICENSE	ADVANTAGE	\$4,018 \$4,018 \$4,018 \$4,018
FUND RAISING CONSTITUENT MANAGMENT, CONTRIBUTION MANAGEMENT, COMMUNICATIONS MANAGEMENT, CAMPAIGN MANAGEMENT & ANALYSIS, GENERAL LEDGER FUNCTION (COLLEAGUE CORE), AND SEVEN (7) DATAMARTS FOR STANDARD REPORTING AND DATA ANALYSIS, SUCCESS DASHBOARDS & PERFORMANCE ANALYTICS, PLANNED GIVING, ADVANCEMENT SYSTEM MAINTENANCE	ADVANTAGE	\$13,843
PER USER	ADVANTAGE	\$29,274
APPLICATION DEVELOPMENT ENVIRONMENT	ADVANTAGE	\$42,961
OTHER ELECTRONIC APPLICATION UTILITY ANNUAL LICENSE ELLUCIAN MAINTENANCE ADVANTAGE ELLUCIAN PORTAL MAINTENANCE	ADVANTAGE ADVANTAGE ADVANTAGE	\$3,756 \$16,535 \$4,816
PARTNER APPLICATION SERVER 0-100 PARTNER MAINTENANCE RDBMS AE USERS PARTNER MAINTENANCE	ADVANTAGE ADVANTAGE	\$7,793 \$690
Initial Payment Amount (covers the Contract Year July 1, 2019 through June 30, 2020)		\$319,357

In performing the Software Support Services under this Order Form, Ellucian may use a combination of remote services, centralized services, and onsite services, using personnel worldwide.

Payment Terms: (a) For the software identified in the Software Support Services Table above, Ellucian’s obligation to provide Software Support Services and Client’s obligation to make payment for such Software Support Services shall each commence on the Commencement Date and continue through the Expiration Date. The Initial Payment Amount stated above is the total that would be due from Client for Software Support Services fees for the initial full twelve (12) month period and shall be due and payable on the First Annual Contract Year Payment Date as specified in the Software Support Services Table.

(b) Following the Expiration Date specified herein, the terms of this Order Form shall renew automatically for consecutive Contract Year(s) (each one of which is deemed a “Renewal Term Year”) unless either party shall have notified the other in writing of its intent not to renew Software Support Services following the Expiration Date for all of or a particular piece of the software listed in the Software Support Services Table above, which written notification, in order to be of any force or effect, must be delivered to the other party at least ninety (90) days before

either (a) the Expiration Date or (b) the last day of a particular Renewal Term Year (if such election not to renew shall occur after the Expiration Date). In the absence of an effective notice from either party to the other as provided in the preceding sentence, Ellucian shall continue to provide (and Client shall continue to pay for) Software Support Services on the software on a Renewal Term Year-by-Renewal Term Year basis that renews automatically until cancelled or terminated as provided herein. Fees for Software Support Services for each Renewal Term Year subsequent to the Expiration Date will be specified by Ellucian in an annual invoice, may increase by not more than 7% over the amount payable for Software Support Services for the immediately preceding Contract Year or Renewal Term Year. For Software Support Services Table A, fees for each Renewal Term Year shall be due and payable in full, in advance, on or before the start of the applicable Renewal Term Year for which such fees are being remitted.

Maintenance Standards. The hours during which Software Support Services will be provided for the Baseline Software, the targeted response times for certain defined categories of Software Support Services calls for the Baseline Software, and other details and procedures (collectively, the “Maintenance Standards”) relating to the provision of Software Support Services for the Baseline Software are specified in further detail in the Resource Library Section at: <https://www.ellucian.com/assets/en/solution-sheet/maintenance-advantage-program.pdf>. To the extent that a different Maintenance Standard applies to certain Baseline Software than that which applies to others, the Maintenance Standard applicable to the Baseline Software will be described in the table(s).

Use of Aggregated Data. Ellucian shall have the right to (a) use, store, process, modify, reproduce, distribute and display client data, and to grant sublicenses to third parties, solely for the purposes of providing the software, performing Ellucian’s obligations under this Order Form, and complying with applicable law or legal requirements; (b) to use, store, process, modify and reproduce client data for Ellucian’s internal business purposes, including development, diagnostic, forecasting, planning, analysis and corrective purposes in connection with the Software and Services, and for otherwise improving and enhancing the Software and Services; and (c) to use, store, process, modify, reproduce, display, perform, distribute, disclose and otherwise exploit Aggregated Data in any manner for Ellucian’s business purposes, including disclosure within its public statements and marketing materials describing and/or promoting Ellucian and/or the Software and Services. “Aggregated Data” means any data obtained or generated by Ellucian, including data pertaining to the Software and Services, Ellucian’s systems and Software and Services, and the use of any of the foregoing, and includes data derived from client data and data that has been combined into databases which include third party data, which in all instances (i) does not identify any individual and (ii) is not attributed or attributable to a specific customer. Aggregated Data includes data that has been combined into databases which include third party data.

Ellucian	Client
By: _____ <i>Authorized Signature</i>	By: _____ <i>Authorized Signature</i>
Name: _____ <i>Printed</i>	Name: _____ <i>Printed</i>
Title: _____	Title: _____
Date: _____	Date: _____

The later date of signature above is the “Execution Date” of this Order Form.



2018-2019
ANNUAL
STRATEGIC PLAN REPORT

October 30, 2019

**GARDEN CITY COMMUNITY COLLEGE
2019 AND BEYOND
DYNAMIC STRATEGIC PLAN MASTER TIMELINE**

PILLAR 1: STUDENT SUCCESS
OBJECTIVE 1.1: ACCESS
STRATEGY 1.1.1: Develop a comprehensive enrollment management plan (KPI 1,2,3)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.1.1.1 investigate using electronic enrollment to streamline the process	VPI, VPSS, Tabor, Unruh	Communication between internal IT staff and Ellucian. Ongoing communication and collaboration.	Summer 2020	In Progress, live April 2020
1.1.1.2 train students and advisors on the electronic enrollment system for pilot group	VPI, VPSS, Tabor, Unruh	Develop processes and training guides for pilot group.	Spring 2021	
1.1.1.3 Implement a point of service enrollment program plan that will allow advisors to enroll students during advising periods	VPI, VPSS, Tabor, Unruh	This will be determined after we investigate and train on the electronic enrollment system.	April 2021	
1.1.1.4 Crosstrain advising staff and instructors on critical issues serving developmental and college ready students	VPI, VPSS, Tabor, Unruh	Continuous training and updates.	Ongoing	
1.1.1.5 Creation of two committees; Recruitment and Enrollment Committee and Retention Committee	VPI, VPSS McVey, Unruh	The committees will be a cross-section of the College and will study, discuss, and develop a comprehensive Strategic Enrollment Management and Retention Plan Goal will be set for the college to achieve during the upcoming academic year.	Summer 2020	In Progress

PILLAR 1: STUDENT SUCCESS

OBJECTIVE 1.1: ACCESS

STRATEGY 1.1.2: Improve practices to assist with proper placement and transition through Developmental Education (KPI 4,6)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.1.2.1 Assess and calibrate test scores	Developmental Ed. Committee	Assess and review multiple measures of proper placement.	Fall 2020	Pending
1.1.2.2 Investigate various modalities for developmental classes	Developmental Ed. Committee	Create dev ed committee with a mission and goals, research best practices for modalities of developmental classes	Committee- January 2019 Research – May 2019	Complete
1.1.2.3 Investigate placement HS GPA, ACT Scores, ad SAT Scores				

PILLAR 1: STUDENT SUCCESS

OBJECTIVE 1.1: ACCESS

STRATEGY 1.1.3: Increase online offerings to serve a broader community (KPI 1,2,3)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.1.3.1 Create linkages to improve advising for outreach and online constituencies	VPI, Terpstra, Jamie Durler, Vicky Reyes			

PILLAR 1: STUDENT SUCCESS
OBJECTIVE 1.1: ACCESS
STRATEGY 1.1.4: Target adult and working student populations (KPI 1,2,3,6,7,8,9,10)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.1.4.2 Implement Teacher Apprentices Program (TAP) for para professionals partnering with USD 457 and WSU;	VPI, Terpstra	Complete 2 + 2 articulation agreement with WSU. Enroll a minimum of 6 students in TAP for summer 2019 start.		Complete
1.1.4.3 Expand TAP Program to Holcomb.		Enroll six students at Holcomb.	Spring 2019	

PILLAR 1: STUDENT SUCCESS
OBJECTIVE 1.2: ENGAGEMENT
STRATEGY 1.2.1: Strengthen student advising (KPI 1,2,3,4,5,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.2.1.1 increase advisor training/professional development opportunities	VPI, VPSS, Tabor, Wenzel		On-going	
1.2.1.2 Monitor the ratio of advisors to advisees and establish a limit	VPSS, Tabor	Maintain a 25:1 ratio for faculty advisors.	On-going	Review each semester
1.2.1.3 Recruit advisors to teach career success courses in their area	VPI, Pfeiffer	Bring You're a Game Training on campus.	November 2019	
1.2.1.4 Create an advising handbook to assist with faculty advising	VPSS, Tabor	Departmental handouts have been developed. Conduct training for advisors.	Spring 2019 Fall 2019	

1.2.1.5 Develop online training module for advisors	VPSS, Tabor, Unruh, Wenzel		Summer 2021	
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PILLAR 1: STUDENT SUCCESS
OBJECTIVE 1.2: ENGAGEMENT
STRATEGY 1.2.2: Increase fall to fall retention rates (KPI 1,2,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.2.2.1 Conduct a college wide self-study to determine major causes of freshman loss	VPI, VPSS, Tabor, Unruh	Investigate data and develop procedures for withdrawals. Develop committee to define specific data points.	Summer 2020	
1.2.2.2 Require all freshmen to have at least one tutoring session in the CLC or Writing Center	VPI, VPSS, Wenzel			
1.2.2.3 Evaluate course offerings to ensure adequate number of courses being offered	VPI, Deans	Evaluate and review the schedule build process including conversations with division leaders, deans, and online and dual-credit coordinators.	Spring 2020—Pilot a new process	Pending— Conversations Starting Fall 2019

PILLAR 1: STUDENT SUCCESS
OBJECTIVE 1.2: ENGAGEMENT
STRATEGY 1.2.3: Increase developmental student success rate (KPI 4,5,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.2.3.1 Conduct a study to determine reasons for failure in developmental programs	VPI, Terpstra, Wenzel	Create a tool to gather reasons for failure from student and faculty, administer the tool to students and faculty. Identify data needed to use correlation and probability statistics to identify at-risk student populations.	Design Tool – Sept 2019 Administration of tool – FA19, SP20	Initiate Aug 2019
1.2.3.2 Create a developmental academy with project-based instruction	VPI, Terpstra, Wenzel	Research best practices on project-based instruction for developmental students (Developmental Education Committee.)	May 2020	Initiate research - Aug 2019;

PILLAR 1: STUDENT SUCCESS
OBJECTIVE 1.3: COMPLETION
STRATEGY 1.3.1: Systematically review General Education curriculum and Pathways (KPI 5,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.3.1.1 Establish a General Education Committee	VPI/Faculty	Identify needed academic committees including their representation, input and outputs, and reporting structure. Clarify reporting structure to all faculty and the college community.	Fall 2019	Initiated Summer 2019
1.3.1.2 Investigate the potential of or alternatives for a curriculum coordinator	VPI, VPIEA	KBOR Inventory assigned to IE/IR	June 30, 2019	Complete

PILLAR 1: STUDENT SUCCESS
OBJECTIVE 1.3: COMPLETION
STRATEGY 1.3.2: Increase student access to affordable textbooks and course materials (KPI 1,2,3,4,5,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.3.2.1 Investigate alternate sources for textbooks	VPI, Terpstra	Cengage Unlimited implemented.	June 30, 2019	Complete
1.3.2.2 Investigate alternate sources for course materials	VPI, Terpstra	Identify course materials that can be adopted by faculty for use in their classes; All divisions will contact resources to expand course material availability. Incorporate course materials into coursework.	June 30, 2020 August 2020	Ongoing

PILLAR 1: STUDENT SUCCESS
OBJECTIVE 1.3: COMPLETION
STRATEGY 1.3.3: Increase three-year graduation rates (150% of time) (KPI 6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.3.3.1 Conduct exit interviews with students that drop out or fail a semester	VPI, VPSS, Tabor, Unruh	Investigate new procedure for withdrawals. Pilot exit interview protocol. Student Survey when they withdraw from a class.	Spring 2020 Spring 2020	
1.3.3.2 Create and administer a survey for student leaders who do not receive an award to determine why they did not finish	VPI, VPSS, Tabor, Unruh	Create a survey to email. Distribute survey.	Summer 2020 Summer 2020	
1.3.3.3 Increase participation in reverse transfer with Universities	VPI, VPSS, Tabor, Unruh	Ongoing communication about transfer updates at advising trainings.	On-going	

PILLAR 1: STUDENT SUCCESS
OBJECTIVE 1.3: COMPLETION
STRATEGY 1.3.4: Increase student involvement in co-curricular activities (KPI 6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
1.3.4.1 Enhance scholarship opportunities for co-curricular activities	VPI, VPSS, Terpstra	Investigate methods for increasing scholarship amounts and potentially propose budget requests Spring 2020. Increased numbers for Quiz Bowl from 7 to 14. Increased awards to student activity groups; writing lab two and tutoring increase to two. ???	Spring 2020	Tutoring increased \$4000 Writing Center increased \$4000 State Champs
1.3.4.2 Increase discipline specific travel opportunities for co-curricular groups	VPI, VPSS, Terpstra	Identify current co-curricular groups and their past travel plans. Investigate avenues for increasing	Spring 2020	

		funding amounts and potentially propose budget requests Spring 2020. Increase student travel opportunities.		
1.3.4.3 Seek discipline specific internship opportunities for sophomore students	VPI, VPSS, Terpstra	Create program for GCCC students to work in the local community or on campus; develop job descriptions; identify areas of need; allocate institutional funds for FY 21;	Plan – Spring 2020; Student enrollment – Fall 2020; Internships initiated – Fall 2021	Initiate planning – October 2019.

PILLAR 2: INSTITUTIONAL PARTNERSHIPS

OBJECTIVE 2.1: AWARENESS

STRATEGY 2.1.1: Strengthen partnerships with local business for workforce training (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
2.1.1.1 Develop partial pay internships with local businesses	VPI, Deans	Develop at least one paid internship with local industry partners.	July 2019	complete; Burtis Motors
2.1.1.2 Develop internal internships beyond work study to enhance marketing, business, communications, and technical goals	VPI, Deans	Create program for GCCC students to work internally; develop job descriptions; identify areas of need; allocate institutional funds for FY 21; minimum of two students in each program;	Plan – Spring 2020; Student enrollment – Fall 2020; Internships initiated – Fall 2021	
2.1.1.3 Investigate possibility of job-shadowing at local businesses	VPI, Deans	Coordinate with advisory committees; contact Chamber of Commerce for additional opportunities;	Spring 2020 – initiate discussions; Fall 2020 – place students with local businesses	

PILLAR 2: INSTITUTIONAL PARTNERSHIPS

OBJECTIVE 2.1: AWARENESS

STRATEGY 2.1.2: Strengthen partnerships with local business for continuing education (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
2.1.2.1 Investigate service needs through the Chamber of Commerce and Finney County Development Board	VPI, Deans	Partner with Nicole Hahn from Finney County Economic Development Corporation to enhance service area needs assessment. Assessment of needs ongoing.	Summer 2019	Complete
2.1.2.2 Identify current faculty and staff qualified to teach CE and provide incentives for recruiting them	VPI, Deans	Develop survey for community needs in CE. Develop a survey for faculty to indicate interest in teaching specific continuing education subjects. Offer CE courses.	Spring 2020 Spring 2020 Spring 2020	Pending— Conversations starting Fall 2020
2.1.2.3 Investigate possible contract programs for local business (quality management, customer service, conflict resolution, etc.)	VPI, Deans	Forklift for area industry. Implement Tyson training for GED/ESL. Train 100 employees in GED/ESL. Pursuing additional industry partnerships for industry training. JC Penney Hotels	Spring 2019 Fall 2019 Fall 2019	Complete Complete
2.1.2.4 Develop an annual calendar of course offerings.	VPI, Deans	Develop a Spring 2020 calendar of offerings to market to the community.	Fall 2019	Ongoing

PILLAR 2:

INSTITUTIONAL PARTNERSHIPS

OBJECTIVE 2.1:

AWARENESS

STRATEGY 2.1.3:

Increase strategic marketing of programs to appropriate audiences to benefit all stakeholders (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
2.1.3.1 Increase participation and marketing of Exploration Day	Salazar, Faculty, Miller	Increase marketing in Exploration day by starting a new annual practice of sending "Save the date" cards for early notification about the event.	May 2019	Complete
		Utilize a drone, social media, and scheduled Live Feed for increased publicity during the event.	November 2019	Ongoing
2.1.3.2 Increase recruiting at area high schools	Tabor, Haar, Miller	Visit service area high schools at least twice a semester to visit with staff about concurrent options.	May 2019	Complete
2.1.3.3 Increase participation and marketing of enrollment day	Salazar, Faculty	Plan, design, and distribute audience targeted social media and print advertisements for enrollment days.	May through June 2019	Complete
2.1.3.4 Increase advertising	Ruda, Salazar	Arrange for online, fire science, and cosmetology commercial shoots for advertising.	June 2019	Complete
		Contract with TV stations for a monthly schedule for increased digital advertising and increased television advertising with the new commercials in 2019-2020 school year.	June 2020	Ongoing
2.1.3.5 Market benefits of dual credit classes	Salazar, Haar, Miller	Create and distribute marketing flyers for service area schools and non-service area schools.	December 2018	Complete
		Rebrand dual credit. Update dual credit web page.	December 2018 August 2019	Complete In Progress
2.1.3.6 Increase marketing efforts for transfer programs.	VPI, Salazar	Accelerated Associate's Degree		

PILLAR 2: INSTITUTIONAL PARTNERSHIPS

OBJECTIVE 2.1: AWARENESS

STRATEGY 2.1.4: Strengthen university partnerships to increase transfer rate (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
2.1.4.1 Actively submit more courses for transfer consideration	VPI, Deans	Add three new courses to system wide transfer list.	Spring 2019	Complete
2.1.4.2 Create a visiting lectures program to bring scholars from universities to campus.	Ruda, VPI	Work with Dwayne Dunn to bring K-State lecture opportunities to campus-develop at least one opportunity for Spring 2020	Fall2019	
2.1.4.3 Investigate scholarship bridges between GCCC and transfer programs	VPI, Deans	Contact four-year institutions with which current articulations exist to explore possible scholarship opportunities; compile list of scholarship bridges.	Fall 2020	In Progress
2.1.4.4 On campus degree completion.		Explore Bachelor and Master degree completion on GCCC campus. Add one Bachelor degree program.	Spring 2020	

PILLAR 2: INSTITUTIONAL PARTNERSHIPS
OBJECTIVE 2.2: INVOLVEMENT
STRATEGY 2.2.1: Create a seamless process for university transfer (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
2.2.1.1 Investigate offering more KBOR seamless transfer classes	VPI, Deans	Added four new classes which were approved by KBOR for systemwide transfer.	Spring 2019	Complete

PILLAR 2: INSTITUTIONAL PARTNERSHIPS
OBJECTIVE 2.2: INVOLVEMENT
STRATEGY 2.2.2: Develop continuing education courses for community access and short-term skill acquisition, and personal enrichment.
(KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
2.2.2.1 Perform a community study to determine courses and skills most desired by community members	VPI, Survey Admin	Develop community survey to be conducted.	Spring 2020	In Progress
2.2.2.2 Offer courses to help complete certifications (teaching, etc.)	VPI, Pfeifer, Terpstra	Identify potential markets to advertise continuing ed courses and certifications. Develop one new certification program.	Spring 2020	In Progress

PILLAR 2: INSTITUTIONAL PARTNERSHIPS

OBJECTIVE 2.2: INVOLVEMENT

STRATEGY 2.2.3: Add, modify, and eliminate programs to meet market demands (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
2.2.3.1 Implement a cyclical environmental scan to compliment advisory committee feedback	VPI, Pfeifer			
2.2.3.2 Implement a yearly survey to all advisory committee members re work performance of college completers.	VPI, Deans	Develop an annual survey to advisory committee members to re work preparedness of college students. This survey will generate data that helps populate the BOT ENDS report on Work Preparedness, submitted annually in September.	Develop survey by Spring 2020. Administer survey Summer 2020.	

PILLAR 2: INSTITUTIONAL PARTNERSHIPS

OBJECTIVE 2.2: INVOLVEMENT

STRATEGY 2.2.4: Strengthen outreach to increase dual credit opportunities (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
2.2.4.1 Identify teachers in local ISDs qualified for teaching dual credit	VPI, Terpstra, Haar	Semi-annually visit with service area high school administration to identify qualified teachers	May 2019	Complete- implemented as a process
2.2.4.2 Create training programs that ensure rigor	VPI, Terpstra, Haar	Create training for Fall 2019 adjunct in-service	July 2019	Complete, Ongoing
2.2.4.3 Implement systematic training for rigor and consistency	VPI, Terpstra, Haar	Implement training at Fall 2019 adjunct in-service	Aug 2019	Complete, Ongoing
2.2.4.4 Implement site visits, mentoring and a liaison	VPI, Terpstra, Haar	Visit service area sites monthly Assign mentor and liaisons to all dual-credit faculty	Site visits-Sept 2018 Mentors and liaisons- Aug 2018	Complete- implemented as a process
2.2.4.5 Implement common text books, finals, syllabi, and SLOs	VPI, Terpstra, Haar	Common text books with dual credit classes Common Syllabi & SLO's with dual credit classes Initiate department discussions about common finals	Aug 2019 May 2019	Complete Complete
2.2.4.6. Encourage dual credit with skills-based classes that meet community needs	VPI, Terpstra, Tyra Haar	Develop two new tech classes to be offered dual credit.	Courses initiated in Fall 2020;	In progress

PILLAR 3: FISCAL SOLVENCY
OBJECTIVE 3.1: PERFORMANCE
STRATEGY 3.1.1: Increase professional development opportunities for faculty, staff, and leadership (KPI 12,13)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
3.1.1.1 Increase funding to Faculty Senate for professional development	Ruda, VPI	Increased by \$4,000.00 in 2018-19	FY 2019	Complete – allocated additional 25% funding
3.1.1.2 Increase on-campus trainings for faculty	Ruda, VPI, HR	NISOD, at least one per year for all Faculty.	Spring 2019 Fall 2019	Complete Complete
3.1.1.3 Implement policy for half of in-service being dedicated to faculty training	Ruda, VPI, HR	Establish policy.	Fall 2020	

PILLAR 3: FISCAL SOLVENCY
OBJECTIVE 3.1: PERFORMANCE
STRATEGY 3.1.2: Implement a comprehensive training program for new and existing employees (KPI 12,13)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
3.1.2.1 Increase Faculty Senate input into decision process for training	Ruda, VPI, VPAS, HR	Monthly meetings with faculty senate and President	Fall 2018 Improved communication and input.	Monthly meetings with faculty senate and President
3.1.2.2 Implement liability/modality training for new faculty	Ruda, VPI, VPAS, HR	Fall 2019 Human Resources worked to assist in creating an onboarding training schedule. Human Resources will collaborate with the Director of Instructional Design to assist in developing a curriculum for new faculty which will include the online training platform.	Fall 2020	
3.1.2.3 Implement mentoring to facilitate onboarding process for new faculty	Ruda, VPI, VPAS, HR	New mentoring implemented.	Fall 2018	Complete

PILLAR 3: FISCAL SOLVENCY
OBJECTIVE 3.1: PERFORMANCE
STRATEGY 3.1.3: Analyze organization structure and realign to maximize institutional efficiency, integration, and effectiveness

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
3.1.3.1 Provide clarification of job descriptions	VPAS, HR	Job descriptions reviewed annually. Human Resources is currently working with all departments to review current job descriptions with all employees and make appropriate corrections if needed.	Spring 2020	In Progress
3.1.3.2 Make job descriptions available internally	VPAS, HR	As a part of the review process, HR is working with all Directors/supervisors to have access to position job descriptions within their departments. Job descriptions are maintained through an electronic platform, Compease. Human Resources will work with IT to place all updated job descriptions on the Human Resources Portal.		In Progress

PILLAR 3: FISCAL SOLVENCY
OBJECTIVE 3.2: SUPPORT
STRATEGY 3.2.1: Promote, nurture, and reward excellence in teaching and service (KPI 12,13)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
3.2.1.1 Establish maximums for committee participation	Ruda, VPAS	Limit employee involvement to no more than three committees. Develop spreadsheet to track committee assignments	Spring 2019	In Progress
3.2.1.2 Establish student support service awards	VPSS, Tabor, Wenzel, Turpin, SGA			
3.2.1.2 Establish criteria and process for NISOD Excellence Awards	Cabinet	Develop criteria for use in the 19-20 academic year.	Fall 2019	

PILLAR 3: FISCAL SOLVENCY
OBJECTIVE 3.2: SUPPORT
STRATEGY 3.2.2: Establish a succession plan

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
3.2.2.1 Increase internal cross training	VPAS, HR	Human Resources will be working on accessing the training needs within each department and to work with each Division to develop an appropriate training plan for all new and current employees. Fall 2019 Safe Colleges, an online training platform, was implemented. Human Resources will continue to work with all departments on crating training plans.		In-Progress
3.2.2.2 Create Standard Operating Procedure manuals for all areas/positions	VPAS, HR	Human Resources is currently working on an Employee Handbook as well as a Human Resources Operations Manual.		In Progress
3.2.2.3 Create a central repository for all Standard Operating Procedure manuals	VPAS, HR	Human Resources will work with IT on finalizing the Human Resources portal to allow for access to operating procedure manual.		
3.2.2.4 Implement training for division leaders	VPI, HR	Human Resources is currently working on training options and curriculum objectives to develop a training plan for Division Leaders	Fall 2020	In Progress

PILLAR 3: FISCAL SOLVENCY
OBJECTIVE 3.2: SUPPORT
STRATEGY 3.2.3: Increase financial contributions from private and public sources to support programs and operations (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
3.2.3.1 Investigate ways to increase Mary Jo William's, bridges, and LSAMP grants	Ruda, Endowment			
3.2.3.2 Investigate ways to increase STEM program enrollment	Ruda, VPI	Increase STEM major enrollment by 10%.	Fall 2020	

PILLAR 3: FISCAL SOLVENCY
OBJECTIVE 3.2: SUPPORT
STRATEGY 3.2.4: Increase communication and support to adjunct, outreach, and online faculty (KPI 1,2,3,12,13)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
3.2.4.1 Promote unity and interconnectivity among all academic departments	VPI, Terpstra	Develop communication plans between full-time and adjunct faculty; Include adjunct faculty as part of on-campus meetings and activities;	Spring 2019 completion; Fall 2019 implementation	Initiated Oct 2018; On-going.
3.2.4.2 Implement a feedback program for outreach (GoogleDocs)	VPI, Terpstra, Haar	Create feedback mechanism	August 2020	Initiate Fall 2019
3.2.4.3 Increase and maintain a strong onsite presence at high school campuses	VPI, Terpstra, Haar	Outreach Coordinator will visit each high school monthly.	Spring 2019	Completed - process implemented

PILLAR 3: FISCAL SOLVENCY
OBJECTIVE 3.2: SUPPORT
STRATEGY 3.2.5: Improve and increase communication among administration, faculty, and staff

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
3.2.5.1 Designate a spokesperson from cabinet who handles communication stream	Ruda			
3.2.5.2 Create a Procedural Calendar for all major reporting, deadlines, and accountability requirements	Ruda			
3.2.5.3 Create a centralized point of contact for staff / faculty communication	Ruda			
3.2.5.4 Create a communication system for effective and efficient processes for website changes and maintenance	Ruda			

PILLAR 4: SUSTAINABLE INFRASTRUCTURE
OBJECTIVE 4.1: FACILITIES
STRATEGY 4.1.1: Develop a facilities master plan for future growth to include improvements and repairs with a focus on accessibility and deferred maintenance (KPI 1,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
4.1.2.1 Facilitate creation of a strategic Master Facilities Plan	Ramos, VPAS			

PILLAR 4: SUSTAINABLE INFRASTRUCTURE

OBJECTIVE 4.1: FACILITIES

STRATEGY 4.1.2: Continue to upgrade technological infrastructure to meet institutional needs (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
4.1.2.1 Increase the number of security cameras in and on buildings	Ramos, Dozier	Add additional cameras in key areas	Spring 2019	In Progress
4.1.2.2 Increase the number of lights in the quad	Ramos, Dozier	Add lighting in the quad area	Fall 2019	In Progress

PILLAR 4: SUSTAINABLE INFRASTRUCTURE

OBJECTIVE 4.2: EFFECTIVENESS OF INSTITUTIONAL RESOURCES

STRATEGY 4.2.1: Increase efforts to ensure campus safety (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
4.2.1.1 Replace all existing internal cameras with wireless AP cameras and replace all external cameras on campus	Ramos, Knoll, Dozier	Internal Cameras replaced. External Cameras replaced.	Spring 2019 December 2019	Complete In Progress
4.2.1.2 Market availability of nighttime police escorts	Dozier	New Student Orientation, new employee orientation & social media	Spring 2020	
4.2.1.3 Increase police patrols in buildings	Dozier	This initiative is now part of the annual performance evaluation process with police employees, also directed patrols have been given by chief of police	Spring 2019	Complete
4.2.1.4 Enhance locking mechanisms on all classroom doors for lockdown procedures	Ramos, Dozier		Spring 2020	
4.2.1.5 Evaluate ALICE compatibility of interior classrooms	Ramos, Dozier		Spring 2020	
4.2.1.6 Enhance student orientation to include a segment focused on prevention of sexual assaults on campus	Dozier, VPI, HR, Tabor	Discussions have been initiated w/on-campus Family Crisis representative and coordinator of orientation.	August 2019	

PILLAR 4: SUSTAINABLE INFRASTRUCTURE
OBJECTIVE 4.2: EFFECTIVENESS OF INSTITUTIONAL RESOURCES
STRATEGY 4.2.2: Seek endowed positions for faculty (KPI 12,13)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
4.2.2.1 Investigate resources for endowed position	Ruda, Gigot			

PILLAR 4: SUSTAINABLE INFRASTRUCTURE
OBJECTIVE 4.2: EFFECTIVENESS OF INSTITUTIONAL RESOURCES
STRATEGY 4.2.3: Incorporate an HR plan for identifying instructional areas requiring expansion and hire new faculty (KPI 12,13)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status

PILLAR 4: SUSTAINABLE INFRASTRUCTURE
OBJECTIVE 4.2: EFFECTIVENESS OF INSTITUTIONAL RESOURCES
STRATEGY 4.2.4: Enhance learning processes with technology (KPI 1,2,3,6,7,8,9,10,11)

Initiative	Owners Lead in Bold	Description/ Measures/Targets	Completion Date for Measure/Target	Status
4.2.4.1 Implement a maintenance and improvement plan for the college network	Ramos, IT			
4.2.4.2 Investigate implementation of a help desk	Ramos, IT			

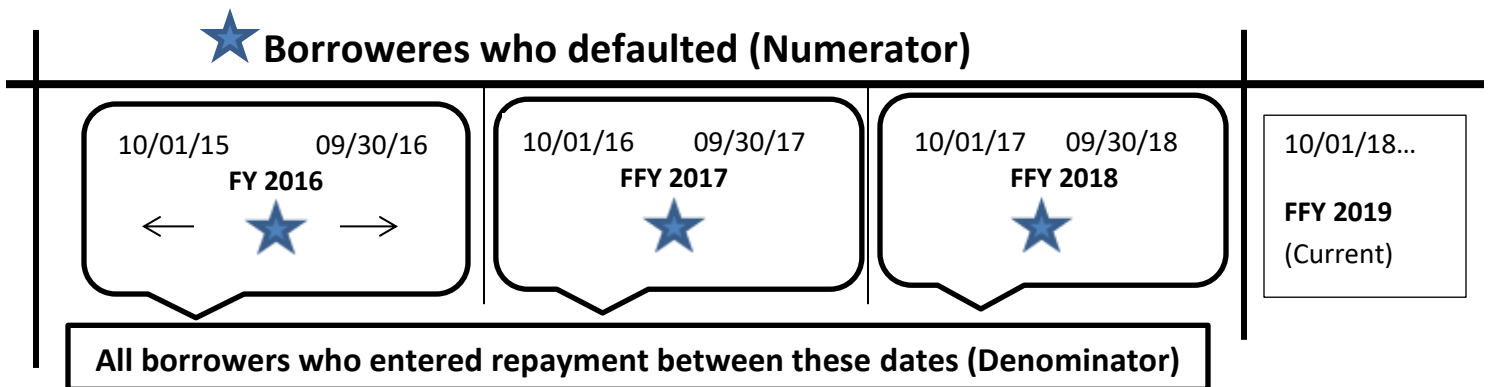
2016 Three-Year Cohort Default Report

The following information is Garden City Community College's Default Study for 2016 three-year Cohort Default Rate (3-YR CDR).

What is a Cohort Default Rate (CDR)?

- A CDR is a headcount of borrowers who enter repayment during a federal fiscal year (FFY) compared to the number in that group that **default** by the end of the specified timeframe.
- The denominator comprises the group of borrowers who entered repayment during a particular FFY, FY 2012 for example.
- The numerator is comprised of those borrowers in the denominator who defaulted between 10/1/2013 and 9/30/2016.

How to Calculate a FFY 2016 3-Year CDR



2016 3-YR CDR at GCCC:

Numerator		
Denominator		
FY 15	FY 16	FY 17
11	7	7
329		

$$\frac{25}{329} = 7.5\%$$

The 2016 national borrower default rate = 10.1% (for all institutions – public, private, proprietary, etc.)
 Public 2-year colleges = 15.9%... GC3 is well below average and one of the lowest in the state of KS!

DEFAULT STUDY

2016 3YR Cohort at Garden City Community College

A. REPORTED DATA AND HISTORY

1. Borrowers in Default: 25
 Borrowers in Repayment: 329
 Dollars in Default: \$129,870
 Dollars in Repayment: \$2,033,603
 FY 2016 Default Rate: 7.5%

2.

Fiscal Year	# of Borrowers Entering Repayment	# of Borrowers in Default	2YR Official Cohort Default Rate	3YR Unofficial Cohort Default Rate	3YR Official Cohort Default Rate
1996	211	33	15.6%		
1997	205	33	16%		
1998	218	30	13.7%		
1999	231	19	8.6%		
2000	214	21	9.8%		
2001	220	23	10.4%		
2002	252	30	11.9%		
2003	226	19	8.4%		
2004	308	24	7.7%		
2005	306	15	4.9%	10.7%	
2006	360	19	5.2%	13.7%	
2007	342	26	7.6%	14.3%	
2008	275	15	5.4%	13.4%	
2009	244	23	9.4%	12.2%	12.3%
2010	283	24	8.4%	10.6%	10.6%
2011	313	25	4.4	7.9%	7.9%
2012	328	28	N/A	8.5%	8.5%
2013	263	15	N/A	5.6%	5.7%
2014	295	24	N/A	8.1%	8.1%
2015	315	21	N/A	6.6%	6.6%
2016	329	25	N/A	7.5%	7.5%

2011 is the first year that only the 3YR CDR is counted for schools. The 2YR rate is no longer monitored.

3. Year of Loan**:
 - 2011-12 _____ 1
 - 2012-13 _____ 4
 - 2013-14 _____ 6
 - 2014-15 _____ 12
 - 2015-16 _____ 2

(**Some students had more than one loan.)

B. STUDENT CHARACTERISTICS

1. Average Enrollment Status:

Full-Time _____ 18
Three-Quarter Time _____ 3
Half-Time _____ 4
Less Than Half-Time _____ 0

2. Educational Background:

High School Graduate _____ 21
G.E.D _____ 4
Students Transferring Hours _____ 9
Ability to Benefit _____ 0

3. Age Status:

Traditional _____ 22
Non-Traditional _____ 3

4. Residency Status:

In-State, In-County _____ 5
In-State, Out-of-County _____ 5
Out-of-State _____ 9
Out-of-State (Rollovers) _____ 6

5. Exit Status:

Graduates of GCCC _____ 2
Non-Graduates of GCCC _____ 23

6. Exit Grade Point Average:

3.50 - 4.00 _____ 0
3.00 - 3.49 _____ 4
2.50 - 2.99 _____ 6
2.00 - 2.49 _____ 6
1.50 - 1.99 _____ 5
1.00 - 1.49 _____ 2
0.50 - 0.99 _____ 1
0.00 - 0.49 _____ 1

7. **Major Area of Study:**

Animal Science	1
Athletic Training	2
Business	2
Communications/Journalism	1
Criminal Justice	1
Culinary Management	1
General Education	7
Health, Physical Ed	1
Management/Marketing	1
Pre-Architecture	1
Pre-Nursing	4
Pre-Physical Therapy	1
Secondary Education	1
Welding (Certificate)	1

8. **Campus Activities Involvement:**

AOK (Accelerated Opportunity KS)	2
CATer (Career Technical Education Cohort Group)	4
Cheer	1
Cross Country	1
Football	12
Meat's Judging	1
Media	1
Men's Basketball	2
Men's Soccer	1
Men's Track	2
None	3
Student Support Services	3
Vocal Music	1
Women's Basketball	1
Work-Study	4

(Some students had more than one involvement)

Incidental Information
November 2019

Karla Armstrong, Vice President for Administrative Services/CFO:

Business office

- Sent FY19 fixed asset information to the Auditors
- Worked on NACUBO survey
- Trained three employees on purchase card procedures
- Completed tax exempt forms for Wright Express
- Attended KPERS workshop

Human Resources

New Employees:

No new employees to report

Transfers:

Jennifer Hill, Nursing Secretary to Nursing Student Success Coordinator, effective, November 1, 2019

Open Positions:

Currently, there are eleven on-campus position postings:

Dean of Institutional Effectiveness and Accountability
Nursing Secretary
Nursing Instructor
Assistant Track Coach
Assistant Soccer Coach
Industrial Maintenance Instructor
Campus Police Officer
Campus Safety Officer
GCCCA Receptionist (part-time)
Math Adjunct Instructor
English Adjunct Instructor

Projects for the Human Resources Department include:

- Safe Colleges, online training platform, kickoff 10/23/2019
- HRIS platform set-up and Implementation- NeoGov; Kickoff call 10/29/2019
- Continuing with procedural review (Personnel Policies & Procedures)
- Working on the development of employee and faculty handbooks
- Department Assessment Review Process (Human Resources Operations Manual)

Payroll Department:

During the month of October:

- Processed garnishments and income withholding orders
- Trained new employees and supervisors on Time Clock Plus
- Attended BCBS Administrator's Meeting
- Participated in a Webinar on Fair Labor Standards Act changes effective 1/1/20
- Attended KPERS workshop
- Distributed QDIA (Qualified Default Investment Alternative) to current participating employees
- Applied for Wisconsin, Virginia and Wyoming Unemployment numbers
- Filed Withholding tax in 6 states
- Filed Unemployment taxes in 11 states
- Filed 941 Quarterly Wages Report
- Sent Medicare Part D Disclosures notice to all employees over 65
- Uploaded American Fidelity data for Open Enrollment in November
- Updated Centers for Medicare and Medicaid Services (CMS) Form for creditable coverage

Maintenance:

- Completed campus camera replacement
- Completed repairs to all parking lot and security lighting campus-wide
- Mounted T.V.'s across campus for new digital signage
- Installed 5 new steel doors at Broncbuster Housing
- Installed new hot water mixing valve for south side of DPAC
- Installed new heat exchanger for east unit 14
- Repaired/replaced all 6 actuators in E. Hallway at FOUS
- Replaced all air filters at west hall
- Replaced evaporator motor for walk-in cooler/freezer at the kitchen
- Completed HVAC installation for mailroom at west hall
- Disposed of all old light poles across campus
- Daily plumbing emergencies
- Daily HVAC emergencies
- Repairs to multiple washers and dryers at dorms and DPAC
- Setup and tear-down for Hispanic day at DPAC
- Setup and tear-down for 1 football tailgate
- Color Your World: painted (hallway walls only) at west hall
- J&M Paint and Floor Covering: installed new Onyx showers in 3 bathrooms at east unit
- Kinney Glass: replaced windows at Apartments, East Units, and Suites
- Tatro Plumbing: repaired underground leak on hot water return at Apartments

Information Technology:

- Continue implementation of esports at GCCC.
- Finished camera installs at the BroncBuster Houses.
- With the help from the maintenance department we have finished a campus wide external security camera replacement.
- We have completed a new digital signage project that will be placed at the entrance of every building to better inform students of campus activities.
- Work Orders

Grounds:

- Mowed, weed-eated and edged
- Painted practice field for band
- Painted baseball and softball for games
- Took Bobcat in for service and new battery
- Purchased new muffler for rear discharge mower
- Took rear discharge mower in for repair
- Purchased fertilizer for all campus
- Spread fertilizer on all of campus
- Blew off side walks
- Picked up limbs and trash
- Purchased ice melt for the upcoming season
- Started sweeping up leaves
- Cleaned up mowers and sharpened blades
- Helped set up tents
- Leveled the stadium parking lot
- Put down extra rubber mats north of bleachers to cover loose rocks for the bikers
- Turned off and drained all the sprinkler systems
- Trimmed trees around William stadium

Custodial:

Set-ups:

- BAA luncheon
- Monthly board meetings
- Tyson classes
- Upcoming Phone-a-thon
- Hispanic Day held in DPAC practice gym 300 students

Coverage:

- Football home games
- Completed helpdesk

Transportation:

October Transportation report.

October was a busy travel month, with the overlap in fall and winter sports our vehicles were used extensively all month, no major repairs were needed.

- The buses are getting their mid-season oil changes and preventative service during the first week in November.
- The two new Ford transit vans were used almost every day in October.
- Eight of our smaller vehicles have over 200K miles.
- We still have need of a 35-40 passenger bus to replace the two that are no longer usable. This would save chartering buses when all of our sports are active and for events where we take extra groups to support our teams.

Report: Fleet Utilization - Utilization Summary Report

Label	Year Make Model	Distance Traveled	Ending Odometer	Days Utilized	Trips
#50	2012 FORD FUSION	2,632.9	266,591.50	18	106
#51	2012 FORD FUSION	3,534.3	252,904.60	16	94
#52	2012 FORD FUSION	4,101.0	243,450.70	22	139
#55	2017 CHEVROLET IMPALA	1,468.9	45,890.10	10	41
#60	2011 DODGE GRAND CARAVAN	801.7	201,369.10	5	17
#61	2011 DODGE GRAND CARAVAN	127.4	120,724.50	16	68
#62	2016 DODGE GRAND CARAVAN	4,243.8	92,938.20	22	125
#63	2016 DODGE GRAND CARAVAN	2,986.8	85,351.60	12	63
#70	2019 FORD TRANSIT PASSENGER	4,811.9	6,482.80	26	146
#71	2019 FORD TRANSIT PASSENGER	4,014.2	6,181.50	22	117

#74	2005 CHEVROLET EXPRESS	825.3	170,026.00	10	38
#75	2005 CHEVROLET EXPRESS	1,971.9	189,017.00	14	80
#76	2004 GMC SAVANA	1,442.0	188,532.80	22	66
#77	2013 FORD E-SERIES WAGON	4,290.3	119,846.70	14	93
#85	2009 DODGE GRAND CARAVAN	108.9	268,597.30	13	94
#87	2009 DODGE GRAND CARAVAN	320.8	285,307.40	10	33
#88	2009 DODGE GRAND CARAVAN	1,301.1	203,167.50	17	74
#89	2010 DODGE CARAVAN	1,584.9	242,222.20	12	72
BUS#1	2012 MCI J 4500	3,534.2	355,670.20	15	29
BUS#4	1998 MCI 102E SERIES	1,187.6*	551,501.00	11	11
BUS#5	2013 FORD F550 BUS CONV.	2,532.8	130,923.0	11	48
BUS#8	2011 MCI J4500	4,076.5	389,004.15	17	29

Marc Malone, Vice President for Instruction:

Faculty Professional Development

In line with the Strategic Plan objective of increasing performance, part of the Fiscal Solvency pillar, the college continues to invest in faculty professional development, which has a direct impact on student learning, persistence, retention, and completion.

NISOD Regional Workshop: Teaching with Your Mouth Shut: Keeping Students Active, Attentive, and Engaged

On Friday, October 18th, the college hosted a regional workshop from NISOD, the National Institute for Staff and Organizational Development. The workshop was required for college faculty but was also attended by faculty from Barton Community College, Butler Community College, Johnson County Community College, Highland Community College, and Flint Hills Technical College.

Center for Excellence in Teaching and Learning

For the Fall 2018 semester, the college transitioned the position of Director of Online Learning to Directory of Instructional Design and Canvas Administrator. This new position is located on campus and, in addition to overseeing online education and administration of the Canvas Learning Management System, allows Instructional Services the opportunity to place additional emphasis on faculty professional development. The office, which includes Jamie Durler, Director, and Vicky Reyes, Coordinator of Online Services, is branding itself as “The Online Campus” and “The Center for Excellence in Teaching and Learning.”

A series of regular professional development experiences for faculty will start in November and include:

- “First Friday” discussions on Universal Design for Learning: Theory and Practice
- Arc/Canvas Studio Training I
- Arc Canvas Studio Training II
- Community of Practice Experience in Hybrid Learning

Additional information can be found in the first issue of a regular newsletter located here:

<http://pubhtml5.com/farz/icab>

Tutoring Hours Increase at the Comprehensive Learning Center

Students continue to make use of the Mary Jo Williams Comprehensive Learning Center at higher rates. Through the first 10 weeks of the Fall 2019 semester, the tutoring center has seen a 31% increase of total tutored hours over Fall 2018:

	10 th Week Totals: Fall 2018	10 th Week Totals: Fall 2019
Total Hours Tutored	675	885
Individual Students Tutored	176	200

The CLC’s short-term goal is to break 1,000 hours of tutoring in the fall semester. Research suggests students who spend time in campus services like the CLC are more likely to have positive learning benefits and a stronger opinion of their college experience overall.

Upcoming Events:

- November 15th, 1:30: Student Recital
- December 3rd, 7:30: Band Concert
- December 5th, 7:30: Band Concert
- December 8th, 3:00: Vespers Concert
- December 9th, 7:00: Guitar/Rock Concert

Colin Lamb, Vice President for Student Services:

Student Support Services

SSS had visits to the University of Nebraska at Kearney and Fort Hays State University on Thursday, October 24, and Friday, October 25. SSS had a webinar last Tuesday, October 29, so students could get information about Tutor.com which is our online tutoring service.

SSS is also preparing for a scholarship workshop this Friday, November 8. Jayre Zimmerman from the O'Brate Foundation will be talking about their scholarship opportunity, Itzel will be talking about CAMP and the KANCO scholarship/stipend, Perla Salazar will be talking about Bridges to the Future program and scholarship, Shelli Lalicker will be talking about the KS-LSAMP program and scholarship. Jesse Cagle will be talking about GCCC institutional scholarships.

SSS is working on the proposal to the US Department of Education for the next funding cycle which is September 1, 2020 to August 31, 2025. It needs to be submitted in the middle of January but they would like to submit it before Christmastime.

SSS is planning a December graduate reception for the first week in that month.

CAMP Program

Staff has been doing presentations around the area school districts – Migrant Education Programs - about CAMP GCCC Scholarship available to freshman students.

Staff has also participated in a couple of College Fairs along with GCCC Admissions to provide information on the scholarship program to high students.

CAMP Brochure and application are now available online now at https://www.gcccks.edu/student_life/camp_program.aspx

Registrar's Office

- Our office has received a total of 169 Applications for Graduation for the 2019-20 academic year (104 for Fall 2019, 55 for Spring 2020, and 10 for Summer 2020). We are in the process of completing preliminary degree audits and will notify students and advisors of any discrepancies.
- We have also been working with Institutional Research Office with data validation for reporting purposes. The main focus for this has been centered around student programs/majors.
- Course schedules are now available for the Spring 2020 semester. Registration will be available for our currently enrolled students beginning on Monday, November 11 and on Monday, December 2 for all other (new) students.
- Degree Audit Update:
- During the week of November 18, a consultant from Ellucian will be on campus to work with us regarding setup for Degree Audit.

- This is in preparation for implementation for the Self-Service and Student Planning module, which is planned for January 2020.

The Registrar has been involved with the following this month:

- Calendar Committee
- Planning is underway for the next two academic years: 2020-2021 and 2021-2022. We anticipate a final proposal by January to present to President's Cabinet for review and approval.
- Academic Catalog for 2020-2022
- The timeline has been drafted for the next catalog and is in process of being reviewed by VP Malone, Dean Pfeifer, and Dean Terpstra.
- Division Chairs and Faculty have already begun the process of reviewing their respective departmental pages and 4-semester program/major plans.

Campus Nurse

Free Flu Shots for Students in October -97 shots given

November 19th, Manage Your Stress: Sponsored by GCCC Family Crisis, GCCC Genesis, Student Health Services

- Census 2020
- Involved with and have attended the Garden City Census 2020 meeting at the City Office in October.
- The November meeting is scheduled for the 21st and will be held on our campus.
- Plans are in process to organize a GCCC Census 2020 committee.