

December 10, 2024

Board of Trustees
Garden City Community College
801 Campus Drive
Garden City, KS 67846

Dear Trustees:

The Board of Trustees will meet in regular session on **Tuesday, December 10, 2024**. The meeting will be held in the Omar D. Angeles Endowment Room in the Beth Tedrow Student Center, Garden City Community College Campus.

For **PUBLIC COMMENTS** please contact Jodie Tewell, jodie.tewell@gcccks.edu by 5:00 pm CST Tuesday, December 10, 2024.

5:00 PM Dinner in the **Broncbuster Room**

6:00 PM Regular board meeting called to order in the **Omar D. Angeles Endowment Room** located in the BTSC Building.

AGENDA

I. CALL TO ORDER

- A. Comments from the Chair
- B. Report from SGA..... Page 66
- C. Introduction of New Employees
- D. Report from Faculty Senate
- E. Five-Year Program Review – Nursing
- F. Five-Year Program Review – John Deere

II. CONSENT AGENDA

ACTION

- A. Approval of minutes of previous meetings (11.19.24) Page 4
- B. Approval of personnel actions – Human Resources Page 9
 - B-1 Human Resources Report Page 10
 - B-2 Adjunct/Outreach Contracts Page 11
- C. Financial Information Page 28
 - C-1 Checks Processed in excess of \$50,000 Page 30
 - C-2 Revenues Page 31
 - C-3 Expenses Page 33
 - C-4 Cash in Bank Page 45
- D. Spruce Street Tech Center Remodel..... Page 46
- E. Property Insurance (KICS)..... Page 54

III. CONFIRMATION OF MONITORING REPORTS

- A. Monitoring Reports and ENDS **Consensus Approval**
- B. Review Monitoring Reports
 - B-1. Annual, Workforce Development Page 59
 - a. Essential Skill: digital literacy

IV. 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.

B. President's Report

C. Incidental Information Page 63

D. Report from FCEDC

E. Report from KACC

F. Discussion on Board Positions and Appointments; including Advisory Boards

V. OWNERSHIP LINKAGE

Upcoming Calendar Dates:

- 11 - Dec GCCC and KSU Announcement and Signing Ceremony; Omar D. Angeles Endowment Room; 9:30 am
- 12 – Dec Community Christmas Party; Omar D. Angeles Endowment Room; 5:30 pm
- 13 – Dec Legislative Brunch, Seward County Community College; 11: 00 am
- 14 – Dec Men's Basketball vs Kansas Wesleyan; 4:00 pm
- 17 – Dec Retirement Reception; Omar. D. Angeles Endowment Room; 1:30 pm
Faculty's Last Day
- 21 Dec- 6 Jan Christmas Break
 - 4 - Jan Women's Basketball vs Cloud Community College; 2:00 pm
Men's Basketball vs Cloud Community College; 4:00 pm
 - 7 – Jan Campus Reopens
 - 11 – Jan Women's Basketball vs Butler Community College; 2:00 pm
Men's Basketball vs Butler Community College; 4:00 pm
 - 13 – Jan Faculty Returns
 - 14 – Jan Inservice; KCB Auditorium; 8:00 am
Board of Trustees Meeting; Omar D. Angeles Endowment Room; 5:00 Dinner; 6:00 Meeting

VI. EXECUTIVE SESSION

VII. ADJOURNMENT

—

Dr. Ryan Ruda
President

Mr. Leonard Hitz
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*

**Garden City Community College
Board of Trustees
November 19, 2024**

Trustees Present:	Leonard Hitz	Chair
	Shanda Smith	Vice Chair
	Dr. Marilyn Douglass	Trustee
	David Rupp	Trustee
	Jean Clifford	Trustee
Present the first part of the meeting	Bob Larson	Trustee
Others Present:	Dr. Ryan Ruda	President
	Karla Armstrong	Vice President for Administrative Services/CFO
	Dr. Marc Malone	Vice President for Instructional Services/CAO
	Colin Lamb	Vice President for Student Services/AAD
	Madilyn Limberg	Executive Director, Marketing and PR
	Jodie Tewell	Executive Assistant to the President
	Dru Saddler	Assoc. Prof. of Social Science/Faculty Senate President
	Julia Rios and Team	Head Cross Country Coach
	Tyson Dixon	Industrial Machine Maintenance Instructional Staff
	Diana Martinez	Assistant Tutoring Coordinator
	Alberto Veyza	Assistant Professor of Welding
	Devin Wackerla	Professor of Welding
	Dr. Clint Alexander	Animal Science Professor
	Chuck Pfeifer	Dean of Technical Education and Workforce Development
	Mike Pilosof	Athletic Director

I. CALL TO ORDER

Chair Hitz called the Board Meeting to order at 5:00 pm.

*Meeting of Trustees
November 19, 2024*

A. COMMENTS FROM THE CHAIR

Chair Hitz acknowledged the Cross Country Team, Coach Julia Rios, and their exemplary work at Nationals. The team introduced themselves and reported on their trip to Washington, D.C.

Move to amend the agenda and move program reviews including the Non-Academic Review – Residential Life and the STEM Report to the top of the order.

Motion: Bob Larson

Second: David Rupp

Ayes: Hitz, Smith, Douglass, Rupp, Larson, Clifford

Nays: None

Motion Carried: 6 – 0

B. Report from SGA

No Report

C. New Employees

Tyson Dixon, Industrial Machine Maintenance Instructional Staff

Diana Martinez-Ponce, Assistant Tutoring Coordinator

IV. Other

Five-Year Program Review- Animal Science

Dr. Clint Alexander reported on the highlights and challenges of the program. (Supporting documents filed with official minutes)

Five-Year Program Review – Welding

Devin Wackerla and Albert Veyza reported on the highlights and challenges of the program. (Supporting documents filed with official minutes)

Non-Academic Five-Year Department Review – Residential Life
Gordon “Chip” Schuler reported on the highlights and challenges of the department. (Supporting documents filed with official minutes)

D. Report from Faculty Senate

Dru Saddler reported about Digital Literacy and information from faculty. 50% of faculty said no, 15% were unsure, and 33% said it was beneficial. Dr. Malone will report more at the December Board meeting.

STEM Title III Update

Chuck Pfiefer reported on the highlights and challenges of the grant. (Supporting documents filed with official minutes)

II. CONSENT AGENDA

Move to approve the consent agenda Items II A through II C except Item D. RMA Memorandum of Understanding.

Motion: David Rupp

Second: Shanda Smith

Ayes: Hitz, Smith, Douglass, Rupp, Clifford

Nays: None

Motion Carried: 5 – 0

(A) Approval of minutes of previous meetings

(Supporting documents filed with official minutes)

(B) Approval of personnel actions-Human Resources

(Supporting documents filed with official minutes)

(C) Approval of Financial information

(Supporting documents filed with official minutes)

(D.) RMA Memorandum of Understanding

Dr. Ruda reported on the RMA Memorandum of Understanding. Munsell and Associates have previously assisted in the successful writing of federal grants with GCCC.

Motion: Shanda Smith

Second: Marilyn Douglass

Ayes: Hitz, Smith, Douglass, Rupp, Clifford

Nays: None

Motion Carried: 5 – 0

V. CONFIRMATION OF MONITORING REPORTS:

A. Monitoring Reports and ENDS..... Consensus Approval

No reports for November

B. Review Monitoring Reports

B-1 and B-3: No suggestions for the three monitoring reports reviewed.

VI. OTHER

A. Open comments from the public

No comments

B. Presidents Report

Dr. Ruda reported that GCCC was named among the top 100 US Community Colleges, Postsecondary Student Success, KAHPERD President's Citation Award, Women's Basketball record, Enrollment, Save the Date: December 11 at 9:30 am KSU state-wide signing for partnerships, SGA Wreath auction, and the Legislative Brunch on December 13 at 11:00 am.

E. Trustees Report on National ACCT Conference in Seattle, WA

Vice Chair Smith, Trustee Douglass, and Chair Hitz reported on sessions they attended at the ACCT Conference.

Board Retreat February 1.

F. Incidental Information

No reports or suggestions

G. Report from FCEDC

No Report

H. Report from KACC

No Report

V. OWNERSHIP LINKAGE

Trustee Rupp, Trustee Douglass, and Trustee Clifford reported on the advisory boards they attended.

Trustees discussed the sound system in the Omar D. Angeles Endowment Room. Dr. Ruda reported there are plans to have a new system installed in January.

Chair Hitz discussed upcoming dates.

VI. Executive Session

No executive session

VII. Adjournment

Chair Hitz adjourned the meeting at 7:14 pm

Jodie Tewell
Deputy Clerk

Dr. Ryan Ruda
President

Mr. Leonard Hitz
Chairman of the Board

*Meeting of Trustees
November 19, 2024*

**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:



December 5, 2024

To: Board of Trustees

From: Tricia Sayre, Human Resources/Payroll Generalist

New Hires:

None

Internal Transfers:

None

Resignations/Separations/ Retirement:

Jaylen Striker, 2nd Assistant Football/Res Life Coach, effective, November 5, 2024

Manaia Brown, Assistant Football Coach, effective, November 30, 2024

Zachary Sallee, Assistant Football Coach, effective, December 4, 2024

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 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 the GCCC website and apply online.

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)

INSTRUCTOR	CLASS	AMOUNT
ADJUNCT CONTRACTS		
Bernal, Mia	Kansas Conceal and Carry CRMJ-300-02 NON-CREDIT - 4 hours 4 contact hour(s) @\$35.00 = \$140.00 11/2/2024 14-00-8033-31000-5270	\$ 140.00
Homm, Mike	Kansas Conceal and Carry CRMJ-300-02 NON-CREDIT - 10 hours 10 contact hour(s) @\$35.00 = \$350.00 11/2/2024 14-00-8033-31000-5270	\$ 350.00
Montgomery, Stryder	Kansas Conceal and Carry CRMJ-300-02 NON-CREDIT - 3 hours 3 contact hour(s) @\$35.00 = \$105.00 11/2/2024 14-00-8033-31000-5270	\$ 105.00
Mullet, Amanda	First Aid/CPR EMT-110-70 - NON CREDIT - 9 hours 9 contact hour(s) = \$555.00 11/23/2024 14-00-8005-12202-5270	\$ 555.00
Mullet, Taren	Emergency Medical Responder EMIC-107-30 - 6.00 credit hour(s) 1/2 of 6 .00 credit hour(s) x \$721.00 = \$2163.00 08/19/2024 - 12/12/2024 12-00-0000-12202-5260	\$ 2,163.00
Murrillo, Tammy	Kansas Conceal and Carry CRMJ-300-02 NON-CREDIT - 4 hours 4 contact hour(s) @\$25.00 = \$100.00 11/2/2024 14-00-8033-31000-5270	\$ 100.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 12/10/2024)

Peters, Anna	Cookie Decorating I PERS-130-01 NON-CREDIT \$243.00 11/1/2024 14-00-8033-31000-5270	\$	243.00
Prewitt, Bob	Kansas Conceal and Carry CRMJ-300-02 NON-CREDIT - 4 hours 4 contact hour(s) @\$25.00 = \$100.00 11/2/2024 14-00-8033-31000-5270	\$	100.00
Terpstra, Philip	Beginning Algebra*** MATH-006-01 - 3.00 credit hour(s) 3.00 credit hour(s) x \$721.00 = \$2163.00 08/19/2024 - 12/12/2024 11-00-0000-11050-5260	\$	2,163.00
Terpstra, Philip	Beginning Algebra MATH-006-02 - 3.00 credit hour(s) 3.00 credit hour(s) x \$721.00 = \$2163.00 08/19/2024 - 12/12/2024 11-00-0000-11050-5260	\$	2,163.00

TOTAL ADJUNCT CONTRACTS:	\$	8,082.00
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GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)

DEERFIELD - USD 216

Wieberg, Jennifer	Online Monitor ECHD-122; EMIC-104; PSYC-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
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Wieberg, Jennifer	Online Monitor HPER-115; PSYC-210; SOCI-102 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
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DEERFIELD TOTAL: \$ 750.00

DIGHTON - USD 482

Haynes, Cyrus	Online Monitor COMM-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
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Haynes, Cyrus	Online Monitor HELR-102 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
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Haynes, Cyrus	Online Monitor PSYC-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
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Haynes, Cyrus	Online Monitor ARTS-121; BSAD-101; EMIC-104; ENGL-101 HPER-115; LANG-1322; MATH-108; MUSC-108 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
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Haynes, Tristan	English I ENGL-101-DI - 3.00 Credit hour(s) 3.00 cr. hrs X \$375.00 = \$1,125.00 08/15/2024 - 12/20/2024 11-00-0000-11021-6610	\$ 1,125.00
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DIGHTON TOTAL: \$ 2,625.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)
GARDEN CITY - USD 457

Anderson, Amy	Intro to Computer Concepts & Appl. CSCI-110-GC - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 12-00-0000-12012-6610	\$	1,125.00
Bevis, Logan	Online Monitor POLS-105-55 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Bevis, Logan	Online Monitor POLS-105-56 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Devgan, Rajneesh	Online Monitor MATH-110 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Hamlin, Emily	Online Monitor HELR-102-GC1 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Hamlin, Emily	Online Monitor HELR-102-GC2 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Kalarikkal, Biju	College Algebra MATH-108-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 11-00-0000-11050-6610	\$	1,125.00

**GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS**
(Presented to Board of Trustees for Approval 12/10/2024)

GARDEN CITY - USD 457

Kalarikkal, Biju	College Algebra MATH-108-GD - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 11-00-0000-11050-6610	\$ 1,125.00
Miller, Jacob	Online Monitor ACCT-102; BSAD-123; ECON-111; ECON-112 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
Miller, Jacob	Online Monitor HPER-115 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
Miller, Jacob	Online Monitor PSYC-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
Miller, Jacob	Online Monitor SOCI-102 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
Murrell, Donald	Welding Safety WELD-101-GC 2.00 cr. hrs X \$375.00 = \$750.00 08/14/2024 - 12/20/2024 12-00-0000-12273-6610	\$ 750.00
Murrell, Donald	Welding Safety WELD-101-GD 2.00 cr. hrs X \$375.00 = \$750.00 08/14/2024 - 12/20/2024 12-00-0000-12273-6610	\$ 750.00
Murrell, Donald	Introduction to AWS Welding WELD-110-GC - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 12-00-0000-12273-6610	\$ 1,125.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)
GARDEN CITY - USD 457

Murrell, Donald	Introduction to AWS Welding WELD-110-GD - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 12-00-0000-12273-6610	\$ 1,125.00
Murrell, Donald	Advanced AWS Welding WELD-200-GC - 3.00 cr. hrs. 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 12-00-0000-12273-6610	\$ 1,125.00
Schneider, Jane	Medical Terminology EMIC-104-GC 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 12-00-0000-12203-6610	\$ 1,125.00
Schneider, Jane	Medical Terminology EMIC-104-GD 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 12-00-0000-12203-6610	\$ 1,125.00
Terpstra, Wendi	English I ENGL-101-GC - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 11-00-0000-11021-6610	\$ 1,125.00
Terpstra, Wendi	English I ENGL-101-GD- 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 11-00-0000-11021-6610	\$ 1,125.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)
GARDEN CITY - USD 457

Terpstra, Wendi	English I ENGL-101-GE- 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/14/2024 - 12/20/2024 11-00-0000-11021-6610	\$	1,125.00
Tidwell, Russell	Online Monitor COMM-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00

GARDEN CITY TOTAL: \$ 17,625.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)
HOLCOMB - USD 363

Miller, Steven	English I ENGL-101-HO - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/23/2024 - 12/19/2024 11-00-0000-11021-6610	\$	1,125.00
Miller, Steven	English I ENGL-101-HP - 3.00 cr. hrs 3.00 cr. hrs X \$375.00 = \$1,125.00 08/23/2024 - 12/19/2024 11-00-0000-11021-6610	\$	1,125.00
Conrardy, Amanda	Zoom Monitor MATH-108 08/26/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Wickwar, Amy	Online Monitor BIOL-104; BSAD-101; ECHD-105; HPER-115 PSYC-210; SOCI-113 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Wickwar, Amy	Online Monitor COMM-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Wickwar, Amy	Online Monitor EMIC-104 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Wickwar, Amy	Online Monitor PSYC-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)
HOLCOMB - USD 363

Wickwar, Amy	Online Monitor	\$	375.00
	SOCI-102		
	08/19/2024 - 12/12/2024		
	11-00-0000-42002-6610		

HOLCOMB TOTAL \$ 4,500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)
LAKIN - USD 215

Bachman, Jennifer	Online Monitor ARTS-120; BIOL-105; BIOL-213; BSAD-101; BSAD-122; BSAD-123; BSAD-130; COMM-103 CSCI-140; ECHD-122; ECON-112; HELR-150; HIST-103; HPER-106; HPER-107; HPER-115; HPER-121; MATH-107; MUSC-108; PCDE-101; POLS-105; PSYC-101; SOCI-113 08/19/2024 / 12/12/2024 11-00-0000-42002-6610	\$	375.00
Bachman, Jennifer	Online Monitor BIOL-211 08/19/2024 / 12/12/2024 11-00-0000-42002-6610	\$	375.00
Bachman, Jennifer	Online Monitor COMM-101 08/19/2024 / 12/12/2024 11-00-0000-42002-6610	\$	375.00
Bachman, Jennifer	Online Monitor ENGL-101 08/19/2024 / 12/12/2024 11-00-0000-42002-6610	\$	375.00
Bachman, Jennifer	Online Monitor EMIC-104 08/19/2024 / 12/12/2024 11-00-0000-42002-6610	\$	375.00
Bachman, Jennifer	Online Monitor HELR-102; HELR-103; HELR-107; HELR-160 08/19/2024 / 12/12/2024 11-00-0000-42002-6610	\$	375.00
Bachman, Jennifer	Online Monitor MATH-108 08/19/2024 / 12/12/2024 11-00-0000-42002-6610	\$	375.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)

LAKIN - USD 215

Bachman, Jennifer	Online Monitor	\$	375.00
	SOCI-102		
	08/19/2024 / 12/12/2024		
	11-00-0000-42002-6610		

LAKIN - USD 215

LAKIN TOTAL: \$ 3,000.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)

LEOTI - USD 467

Brown, Sara	Online Monitor COMM-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Brown, Sara	Zoom Monitor MATH-108 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Niswonger, Leslie	English I ENGL-101-LE - 3.00 cr. Hours 3.00 cr. hrs X \$375.00 = \$1,125.00 08/15/2024 - 12/19/2024 11-00-0000-11021-6610	\$	1,125.00

LEOTI TOTAL: \$ 1,875.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)
SCOTT CITY - USD 466

Ellis, Lucas	Safety and Shop Practices AUTO-151-SC - 5.00 cr. Hours 5.00 cr. hrs X \$375.00 = \$1,875.00 08/21/2024 - 12/20/2024 12-00-0000-12230-6610	\$	1,875.00
Ellis, Lucas	Small Engines AUTO-100-SC - 5.00 cr. Hours 5.00 cr. hrs X \$375.00 = \$1,875.00 08/21/2024 - 12/20/2024 12-00-0000-12230-6610	\$	1,875.00
Trout, Katie	Zoom Monitor ENGL-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Whipple, Valarie	Online Monitor BIOL-105; BSAD-101; BSAD-123; CRIM-101; ENGL-102 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Whipple, Valarie	Online Monitor HELR-160; HPER-115; LANG-1322; PHIL-101; SOCI-102 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Whipple, Valarie	Online Monitor EMIC-104 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Whipple, Valarie	Online Monitor HELR-102 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)
SCOTT CITY - USD 466

Whipple, Valarie	Online Monitor	\$	375.00
	PSYC-101		
	08/19/2024 - 12/12/2024		
	11-00-0000-42002-6610		
		SCOTT CITY TOTAL:	<u>\$ 6,000.00</u>

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)
SYRACUSE - USD 494

Jackson, Caitlyn	Zoom Monitor ENGL-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Ramirez, Gaby	Online Monitor ACCT-102; HPER-115; MATH-110 PSYC-101; SOCI-102 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00
Ramirez, Gaby	Online Monitor COMM-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$	375.00

SYRACUSE TOTAL: \$ 1,125.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)

TRIBUNE - USD 200

Clevenger, Brandy	General Psychology PSYC-101-TR - 3.00 cr. Hours 08/19/2024 - 12/19/2024 11-00-0000-11060-6610	\$ 1,125.00
Clevenger, Brandy	Online Monitor BIOL-211; CHEM-109; HELR-107; PHIL-102 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
Clevenger, Brandy	Online Monitor ENGL-101 08/19/2024 - 12/12/2024 11-00-0000-42002-6610	\$ 375.00
Zerr, Drew	Intro to Business BSAD-101-TR - 3.00 cr. Hours 3.00 cr. hrs X \$375.00 = \$1,125.00 08/19/2024 - 12/19/2024 11-00-0000-11010-6610	\$ 1,125.00
Zerr, Drew	Finance BSAD-130-TR - 3.00 cr. Hours 3.00 cr. hrs X \$375.00 = \$1,125.00 08/19/2024 - 12/19/2024 11-00-0000-11010-6610	\$ 1,125.00

TRIBUNE TOTAL \$ 4,125.00

TOTAL SERVICE CONTRACTS FOR OUTREACH FACULTY FALL 2024:	\$ <u>41,625.00</u>
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GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 12/10/2024)

PAYMENTS TO OUTREACH SITE COORDINATORS FALL 2024		
LOCATION	COORDINATOR	CONTRACT TOTAL
Deerfield	Jennifer Wieberg	<u>\$ 732.95</u>
Dighton	Cyrus Haynes	<u>\$ 523.14</u>
Garden City	Ryan Meng	<u>\$ 8,586.88</u>
Garden City	Kristina Younkman	<u>\$ 673.55</u>
Garden City	Diane Elliott	<u>\$ 359.90</u>
Holcomb	Melanie Gifford	<u>\$ 2,427.20</u>
Lakin	Jennifer Bachman	<u>\$ 2,546.50</u>
Leoti	Sara Brown	<u>\$ 922.85</u>
Scott City	Valarie Whipple	<u>\$ 2,451.13</u>
Syracuse	Gaby Ramirez	<u>\$ 425.04</u>
Syracuse	Elizabeth Thomechek	<u>\$ 442.38</u>
Tribune	Brandy Clevenger	<u>\$ 557.39</u>
TOTAL PAYMENTS TO OUTREACH SITE COORDINATORS FALL 2024:		<u>\$ 20,648.91</u>

Topic: Financial Information

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

11.30.24 - 41.67%

Published Funds Operating Revenues and Expenses

	Budget FY25				FY24		
	Adopted Budget	YTD Rev/Exp	YTD % of Budget	Difference from prior year	Adopted Budget	YTD Rev/Exp	YTD % of Budget
Revenues							
Fund 11 - General Fund	\$ 26,921,000	\$ 4,854,797	20.44%	1.67%	\$ 23,755,000	\$ 4,458,841	18.77%
Fund 12 - PTE	\$ 4,000,000	\$ 1,965,887	44.05%	2.83%	\$ 4,462,388	\$ 1,839,600	41.22%
Fund 16 - Auxillary	\$ 5,150,000	\$ 2,320,687	47.36%	6.87%	\$ 4,900,000	\$ 1,984,119	40.49%
Fund 61 - Capital Outlay	\$ 855,000	\$ 39,567	6.18%	-0.61%	\$ 640,000	\$ 43,474	6.79%
TOTAL	\$ 36,926,000	\$ 9,180,938	27.20%	2.53%	\$ 33,757,388	\$ 8,326,034	24.66%
Expenses							
Fund 11 - General Fund	\$ 26,921,000	\$ 10,385,340	43.72%	4.76%	\$ 23,755,000	\$ 9,255,125	38.96%
Fund 12 - PTE*	\$ 4,000,000	\$ 1,478,131	33.12%	7.19%	\$ 4,462,388	\$ 1,157,147	25.93%
Fund 16 - Auxillary	\$ 5,150,000	\$ 2,017,613	41.18%	8.52%	\$ 4,900,000	\$ 1,599,930	32.65%
Fund 61 - Capital Outlay	\$ 855,000	\$ 64,653	10.10%	-65.99%	\$ 640,000	\$ 486,969	76.09%
TOTAL	\$ 36,926,000	\$ 13,945,737	41.31%	4.29%	\$ 33,757,388	\$ 12,499,171	37.03%

kja

12.06.24

CHECKS PROCESSED FOR NOVEMBER 2024

Purchases over \$150,000.00 requiring Board Approval

- Check #304347 for \$985,205.00 to Ellucian Co LLC for Annual Maintenance, multiple subscriptions, software, and License fees

Purchases \$50,000 to \$149,999.00 not requiring Board Approval

- E112406 for \$92,746.07 to KPERS for Retirement Contributions
- E1124101 for \$281,601.74 to United Health for insurance premiums
- 101424 for \$108,740.08 to Commerce Bank Commercial Cards for monthly purchase cards
- Check #304569 for \$68,782.79 to City of Garden City for utilities
- Check #304424 for \$91,640.88 to Great Western Dining for monthly board bill and misc. billings
- Check #304346 for \$ 76,010.00 to Elite Construction for subfloor repairs and flooring install 45 units
- Check #304497 for \$56,800.00 for Architectural Services Adult Education Remodel
- Check #304512 for \$56,988.00 for Consulting Fee for Title III Part F HSI Stem project

12/06/24

REVENUES

Garden City Community College
Annual Budget Report Ending 11/30/24
Options - All Statuses

Page: 1

Fiscal Year: 2025

BUDGET.OFFICER: Unassigned

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
11-00-0000-00000-4001 TUITION IN STATE :	0.00	71,442.00-	217,728.00-	254,068.00-	36,340.00-	14.30
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	27,060.00-	141,532.00-	210,401.00-	68,869.00-	32.73
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	184,850.99-	551,728.01-	698,174.00-	146,445.99-	20.98
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	1,760.66	859.68-	152,127.00	152,986.68	100.57
11-00-0000-00000-4012 TUITION FINNEY CO	0.00	202,093.00-	516,182.00-	564,210.00-	48,028.00-	8.51
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	54,000.00-	170,400.00-	186,929.00-	16,529.00-	8.84
11-00-0000-00000-4014 TUITION BORDER STA	0.00	30,800.00-	112,882.00-	147,149.00-	34,267.00-	23.29
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	63,108.00-	185,533.00-	337,707.00-	152,174.00-	45.06
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	250.00-	4,500.00-	9,898.00-	5,398.00-	54.54
11-00-0000-00000-4020 INTERNATIONAL FEE	0.00	900.00-	6,450.00-	12,519.00-	6,069.00-	48.48
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	157,624.00-	466,711.00-	828,733.00-	362,022.00-	43.68
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	1,580.00-	16,380.00-	30,000.00-	13,620.00-	45.40
11-00-0000-00000-4512 VENDING MACHINES :	0.00	0.00	861.30-	2,000.00-	1,138.70-	56.94
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,050,094.50-	2,100,189.00-	1,050,094.50-	50.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	341,219.07-	16,291,008.00-	15,949,788.93-	97.91
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	600,891.16-	1,253,832.00-	652,940.84-	52.08
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	7,303.65-	13,531.00-	6,227.35-	46.02
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	72,908.02-	119,075.00-	46,166.98-	38.77
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	0.00	0.00	0.00
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	14,277.14-	25,000.00-	10,722.86-	42.89
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	494.12-	17,000.00-	16,505.88-	97.09
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	19,830.25-	96,000.00-	76,169.75-	79.34
11-00-0000-00000-4817 NEIGH REV T : GENER	0.00	0.00	227.97	75,000.00	74,772.03	99.70
11-00-0000-00000-4902 INTEREST INCOME :	0.00	161,909.59-	326,782.02-	400,000.00-	73,217.98-	18.30
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	2,268.73-	15,478.05-	70,000.00-	54,521.95-	77.89
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	2,519.50-	9,186.91-	200,000.00-	190,813.09-	95.41
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	650.19-	4,812.59-	0.00	4,812.59	0.00
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,122,835.00-	1,122,835.00-	100.00
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	1,632,155.00-	1,632,155.00-	100.00
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Totals for FUND: 11 - GENERAL	0.00	959,295.34-	4,854,796.50-	26,395,286.00-	21,540,489.50-	81.61
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12-00-0000-00000-4001 TUITION IN STATE :	0.00	54,306.00-	150,129.00-	570,000.00-	419,871.00-	73.66
12-00-0000-00000-4004 TUITION OUT OF STA	0.00	12,628.00-	44,526.00-	300,000.00-	255,474.00-	85.16
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	0.00	0.00	0.00	0.00	0.00
12-00-0000-00000-4012 TUITION FINNEY CO	0.00	83,265.00-	298,290.00-	500,000.00-	201,710.00-	40.34
12-00-0000-00000-4013 TUITION INTERNATIO	0.00	10,700.00-	31,700.00-	50,000.00-	18,300.00-	36.60
12-00-0000-00000-4014 TUITION BORDER STA	0.00	51,590.00-	106,106.00-	200,000.00-	93,894.00-	46.95
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	12,177.00-	46,503.00-	200,000.00-	153,497.00-	76.75
12-00-0000-00000-4021 TUITION ONLINE : G	0.00	28,731.00-	108,092.00-	100,000.00-	8,092.00	8.08-
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	548,135.50-	1,096,271.00-	548,135.50-	50.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	582,891.00-	629,304.00-	46,413.00-	7.38
12-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	0.00	30,000.00-	30,000.00-	100.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	0.00	0.00	0.00
12-00-0000-12280-4907 MISCELLANEOUS INCO	0.00	0.00	0.00	0.00	0.00	0.00
12-00-8047-00000-4005 ACAD COURSE FEE :	0.00	0.00	91.00-	0.00	91.00	0.00
12-00-8047-11041-4005 ACAD COURSE FEE :	0.00	0.00	80.84-	80.84-	0.00	0.00
12-00-8047-12202-4005 ACAD COURSE FEE :	0.00	1,077.14-	3,191.42-	250.00-	2,941.42	176.56-
12-00-8047-12203-4005 ACAD COURSE FEE :	0.00	3,899.34-	9,342.61-	23,000.00-	13,657.39-	59.38
12-00-8047-12211-4005 ACAD COURSE FEE :	0.00	0.00	1,047.76-	0.00	1,047.76	0.00
12-00-8047-12230-4005 ACAD COURSE FEE :	0.00	5,558.72-	22,162.74-	29,500.00-	7,337.26-	24.87
12-00-8047-12273-4005 ACAD COURSE FEE :	0.00	0.00	1,849.00-	0.00	1,849.00	0.00
12-00-8047-12280-4005 ACAD COURSE FEE :	0.00	80.84-	11,748.65-	4,000.00-	7,748.65	193.71-
12-00-8047-98000-4005 ACAD COURSE FEE :	0.00	0.00	0.00	27,000.00-	27,000.00-	100.00

Totals for FUND: 12 - PTE FUND		0.00	264,013.04-	1,965,886.52-	3,759,405.84-	1,793,519.32-	47.71
16-00-5008-00000-4401	SALES & SERV OF ED	0.00	2,404.00-	18,396.00-	25,000.00-	6,604.00-	26.42
16-00-5011-00000-4009	S U FEES : GENERAL	0.00	0.00	0.00	130,000.00-	130,000.00-	100.00
16-00-5011-00000-4011	MISC STUDENT BILL	0.00	201.81	3,784.26-	125,000.00	128,784.26	103.03
16-00-5011-00000-4501	BUILDING/ROOM RENT	0.00	23,100.00-	110,784.14-	250,000.00-	139,215.86-	55.69
16-00-5011-00000-4503	S U DORM BOARD & R	0.00	1,336.02	1,672,671.40-	3,000,000.00-	1,327,328.60-	44.24
16-00-5011-00000-4506	DORMITORY DAMAGE :	0.00	0.00	0.00	1,000.00-	1,000.00-	100.00
16-00-5011-00000-4507	KEYS : GENERAL	0.00	0.00	195.00-	4,000.00-	3,805.00-	95.13
16-00-5011-00000-4508	RESERVATION FEE :	0.00	562.50-	43,687.50-	50,000.00-	6,312.50-	12.63
16-00-5011-00000-4511	CATER & BOOKSTORE	0.00	0.00	3,304.74-	25,000.00-	21,695.26-	86.78
16-00-5011-00000-4512	VENDING MACHINES :	0.00	0.00	1,588.77-	5,000.00-	3,411.23-	68.22
16-00-5011-00000-4907	MISCELLANEOUS INCO	0.00	0.00	0.00	1,000.00-	1,000.00-	100.00
16-00-5011-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	0.00	138,542.00-	138,542.00-	100.00
16-00-5012-00000-4011	MISC STUDENT BILL	0.00	0.00	0.00	10,000.00	10,000.00	100.00
16-00-5012-00000-4401	SALES & SERV OF ED	0.00	3,159.42-	4,920.52-	40,000.00-	35,079.48-	87.70
16-00-5012-00000-4504	COSMETOLOGY FEES :	0.00	963.00-	3,105.00-	130,000.00-	126,895.00-	97.61
16-00-5012-00000-4907	MISCELLANEOUS INCO	0.00	325.86-	488.97-	5,000.00-	4,511.03-	90.22
16-00-5012-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	0.00	0.00	0.00	0.00
16-00-5012-98000-4504	COSMETOLOGY FEES :	0.00	0.00	85,310.00-	0.00	85,310.00	0.00
16-00-5100-00000-4018	RESOURCE CHARGE :	0.00	93,580.94-	277,092.31-	225,000.00-	52,092.31	23.14-
16-00-5100-00000-4518	Student Kits : GEN	0.00	0.00	15,510.00-	0.00	15,510.00	0.00
16-00-5100-00000-4520	SALES - NEW TEXTBO	0.00	209.10-	36,041.94-	60,000.00-	23,958.06-	39.93
16-00-5100-00000-4521	SALES - USED TEXTB	0.00	0.00	0.00	1,000.00-	1,000.00-	100.00
16-00-5100-00000-4523	SALES - RENTAL BOO	0.00	0.00	0.00	1,000.00-	1,000.00-	100.00
16-00-5100-00000-4525	SALES - SUPPLIES :	0.00	109.64-	1,232.76-	10,000.00-	8,767.24-	87.67
16-00-5100-00000-4526	SALES - CLOTHING :	0.00	5,635.99-	38,015.66-	100,000.00-	61,984.34-	61.98
16-00-5100-00000-4527	SALES - GIFTS : GE	0.00	776.02-	4,558.02-	20,000.00-	15,441.98-	77.21
16-00-5100-00000-4528	SALES - FOOD : GEN	0.00	0.00	0.00	100.00-	100.00-	100.00
16-00-5100-00000-4529	SALES - SUNDRIES/M	0.00	0.00	0.00	20.00-	20.00-	100.00
16-00-5100-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	0.00	102,880.00-	102,880.00-	100.00
Totals for FUND: 16 - AUXILIARY ENTITI		0.00	129,288.64-	2,320,686.99-	4,189,542.00-	1,868,855.01-	44.61
61-00-0000-00000-4803	AD VALOREM PROPERT	0.00	0.00	10,327.36-	802,278.00-	791,950.64-	98.71
61-00-0000-00000-4805	MOTOR VEHICLE PROP	0.00	0.00	24,726.72-	37,957.00-	13,230.28-	34.86
61-00-0000-00000-4806	RECREATIONAL VEHIC	0.00	0.00	300.56-	410.00-	109.44-	26.69
61-00-0000-00000-4807	DELINQUENT TAX : G	0.00	0.00	3,382.55-	3,605.00-	222.45-	6.17
61-00-0000-00000-4808	PAYMENTS IN LIEU O	0.00	0.00	0.00	7,000.00-	7,000.00-	100.00
61-00-0000-00000-4809	RENTAL EXCISE TAX	0.00	0.00	0.00	1,000.00-	1,000.00-	100.00
61-00-0000-00000-4810	16/20 M TAX : GENE	0.00	0.00	20.99-	750.00-	729.01-	97.20
61-00-0000-00000-4814	COMMERCIAL VEHICLE	0.00	0.00	816.03-	4,500.00-	3,683.97-	81.87
61-00-0000-00000-4817	NEIGH REVT : GENER	0.00	0.00	6.90	2,500.00	2,493.10	99.72
Totals for FUND: 61 - CAPITAL OUTLAY		0.00	0.00	39,567.31-	855,000.00-	815,432.69-	95.37
Totals for BUDGET.OFFICER: Unassigned		0.00	1,352,597.02-	9,180,937.32-	35,199,233.84-	26,018,296.52-	73.92

12/06/24

EXPENSES

Garden City Community College
Annual Budget Report Ending 11/30/24
Options - All Statuses

Page: 1

Fiscal Year: 2025

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	843.75-	30,121.58	102,191.22	217,932.00	116,584.53	53.50
DEPARTMENT: 11020 - HUMANITIES	0.00	5,433.10	27,630.48	1,600.00	26,030.48-	626.90-
DEPARTMENT: 11021 - ENGLISH	0.00	52,959.59	174,045.17	441,735.00	267,689.83	60.60
DEPARTMENT: 11022 - COMMUNICATION	0.00	27,056.45	105,942.10	230,287.00	124,344.90	54.00
DEPARTMENT: 11023 - PHILOSOPHY	0.00	2,328.47	8,424.68	0.00	8,424.68-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	6,274.80	9,261.37	0.00	9,261.37-	0.00
DEPARTMENT: 11027 - Education.ECHD	0.00	5,603.82	23,029.20	71,365.00	48,335.80	67.73
DEPARTMENT: 11030 - ART	4,745.55	17,901.63	75,427.36	161,276.00	81,103.09	50.29
DEPARTMENT: 11031 - DRAMA	9,759.12-	11,793.16	52,833.09	116,781.00	73,707.03	63.12
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	11,344.14	45,769.28	176,622.36	130,853.08	74.09
DEPARTMENT: 11033 - INST MUSIC	0.00	31,448.97	125,288.62	320,304.00	195,015.38	60.88
DEPARTMENT: 11034 - ORCHESTRA	582.64	511.75	8,659.26	24,500.00	15,258.10	62.28
DEPARTMENT: 11040 - SCIENCE	0.00	56,835.95	211,232.33	468,493.00	257,260.67	54.91
DEPARTMENT: 11041 - Robotics	0.00	1,923.62	17,486.23	0.00	17,486.23-	0.00
DEPARTMENT: 11050 - MATH	1,875.00-	44,819.06	167,221.11	359,088.00	193,741.89	53.95
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	73,827.15	209,608.45	388,249.00	178,640.55	46.01
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	31,650.99	100,770.89	228,982.00	128,211.11	55.99
DEPARTMENT: 11081 - READING	0.00	6,800.66	23,887.51	70,603.00	46,715.49	66.17
DEPARTMENT: 11082 - ESL	0.00	8,759.26	32,576.45	89,692.00	57,115.55	63.68
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	5,544.03	15,328.13	0.00	15,328.13-	0.00
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	3,752.56	3,752.56	8,000.00	4,247.44	53.09
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	387.99	0.00	387.99-	0.00
DEPARTMENT: 11101 - BookBusters	0.00	0.00	0.00	5,000.00	5,000.00	100.00
DEPARTMENT: 12010 - ACCOUNTING	0.00	6,318.79	26,133.29	77,365.00	51,231.71	66.22
DEPARTMENT: 12250 - COSMETOLOGY	0.00	0.00	249.42	0.00	249.42-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,093.44	2,093.44	0.00	2,093.44-	0.00
DEPARTMENT: 41000 - LIBRARY	2,017.22-	13,205.71	73,213.99	185,321.00	114,124.23	61.58
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	509.32-	11,941.06	57,235.26	155,050.00	98,324.06	63.41
DEPARTMENT: 41100 - TECHNOLOGY-INSTRUC	23,007.28	390,391.92	396,474.63	463,400.00	43,918.09	9.48
DEPARTMENT: 42000 - VP ON INSTRUCTION	2,239.34-	32,130.38	149,560.62	1,321,323.64	1,174,002.36	88.85
DEPARTMENT: 42001 - DEAN OF ACADEMICS	3,540.81-	42,305.70	114,920.85	218,892.00	107,511.96	49.12
DEPARTMENT: 42002 - OUTREACH	0.00	2,886.12	14,480.78	79,595.00	65,114.22	81.81
DEPARTMENT: 42003 - FACULTY SENATE	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	800.00-	17,873.06	118,001.05	258,951.00	141,749.95	54.74
DEPARTMENT: 50000 - VICE PRESIDENT FOR	366.14-	37,489.77	213,635.51	514,239.00	300,969.63	58.53
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	0.00	14,000.00	14,000.00	100.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	25,316.36	115,773.50	268,621.00	152,847.50	56.90
DEPARTMENT: 50011 - ASSESSMENT/TESTING	444.00	4,119.99	20,516.67	55,037.00	34,076.33	61.92
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	25,264.82	147,984.11	401,158.00	253,173.89	63.11
DEPARTMENT: 50030 - ADMISSIONS	624.00	22,303.04	104,105.50	252,443.00	147,713.50	58.51
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	16,756.30	83,613.15	221,438.00	137,824.85	62.24
DEPARTMENT: 50050 - STUDENT HEALTH SER	54.00	8,281.33	35,710.35	88,697.00	52,932.65	59.68
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	1,770.38	36,873.54	378,575.37	782,001.00	401,655.25	51.36
DEPARTMENT: 55001 - MEN'S BASKETBALL	6,123.65	20,193.68	92,335.68	223,455.00	124,995.67	55.94
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	9,502.00	17,598.97	98,557.84	226,681.00	118,621.16	52.33
DEPARTMENT: 55003 - MEN'S TRACK	2,484.40-	6,555.48	52,943.05	98,329.00	47,870.35	48.68
DEPARTMENT: 55004 - WOMEN'S TRACK	3,642.40-	7,506.30	42,479.41	101,614.00	62,776.99	61.78
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	5,511.00	12,071.33	71,803.66	151,260.00	73,945.34	48.89
DEPARTMENT: 55006 - FOOTBALL	1,892.34	64,196.13	344,570.13	635,804.00	289,341.53	45.51
DEPARTMENT: 55007 - BASEBALL	1,683.00	16,063.04	77,943.83	194,413.00	114,786.17	59.04
DEPARTMENT: 55008 - VOLLEYBALL	0.00	8,564.12	59,213.88	134,302.00	75,088.12	55.91
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	13,329.89	59,354.87	116,613.97	57,259.10	49.10
DEPARTMENT: 55010 - MEN'S SOCCER	1,995.50	14,720.09	60,824.94	118,236.00	55,415.56	46.87
DEPARTMENT: 55012 - CHEERLEADING	0.00	6,938.58	43,999.65	100,135.00	56,135.35	56.06

DEPARTMENT: 55014 - RODEO TEAM	9,187.51	19,178.99	107,594.94	218,533.00	101,750.55	46.56
DEPARTMENT: 55015 - MEN'S GOLF	7,433.13-	11,337.98	55,712.97	79,760.00	31,480.16	39.47
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	14,941.73	91,776.54	320,407.00	228,630.46	71.36
DEPARTMENT: 55022 - SPORTS INFORMATION	0.00	1,740.16	5,431.28	9,100.00	3,668.72	40.32
DEPARTMENT: 55023 - WOMENS CROSSCOUNTR	7,212.00-	18,705.73	45,833.84	54,620.00	15,998.16	29.29
DEPARTMENT: 55024 - MENS CROSSCOUNTRY	8,055.00-	16,222.93	42,737.72	70,894.00	36,211.28	51.08
DEPARTMENT: 55025 - WOMENS GOLF	0.00	2,583.09	21,211.29	70,720.00	49,508.71	70.01
DEPARTMENT: 55026 - Trap Shooting	237.35-	1,398.00	2,281.13	8,100.00	6,056.22	74.77
DEPARTMENT: 61000 - PRESIDENT	3,272.39	96,686.61	283,465.42	833,951.03	547,213.22	65.62
DEPARTMENT: 61001 - BOARD OF TRUSTEES	100.00-	1,942.98	5,819.27	41,200.00	35,480.73	86.12
DEPARTMENT: 61002 - Title IX	0.00	7,965.51	44,571.91	96,399.00	51,827.09	53.76
DEPARTMENT: 61003 - DEIB	0.00	56.64	56.64	0.00	56.64-	0.00
DEPARTMENT: 61005 - ATTORNEY	2,026.40-	3,189.50	10,304.80	100,000.00	91,721.60	91.72
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	1,029.24-	132,145.02	757,218.94	4,075,338.00	3,319,148.30	81.44
DEPARTMENT: 62010 - HUMAN RESOURCES	1,227.83	13,346.75	83,664.57	246,585.00	161,692.60	65.57
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,918.31	29,707.35	80,631.00	50,923.65	63.16
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	126,000.00	126,000.00	100.00
DEPARTMENT: 63000 - MARKETING/PR	36,632.33	23,239.27	137,013.93	355,299.00	181,652.74	51.13
DEPARTMENT: 64000 - INFORMATION TECHNO	22,422.73	711,412.47	1,383,812.87	2,061,558.00	655,322.40	31.79
DEPARTMENT: 65000 - CENTRAL SERVICES	0.00	12,249.59	63,278.43	198,678.00	135,399.57	68.15
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	28,645.53	147,983.09	367,414.00	219,430.91	59.72
DEPARTMENT: 68000 - Dean of Advancemen	0.00	11,769.47	56,995.07	141,990.00	84,994.93	59.86
DEPARTMENT: 68001 - ENDOWMENT	0.00	11,911.17	56,972.60	143,311.00	86,338.40	60.25
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	1,804.04	15,431.06	90,638.49	225,353.00	132,910.47	58.98
DEPARTMENT: 71000 - BUILDINGS	142,927.14-	102,609.92	570,276.77	1,320,629.00	893,279.37	67.64
DEPARTMENT: 72000 - CUSTODIAL SERVICES	1,905.19-	93,618.78	448,090.08	1,080,908.00	634,723.11	58.72
DEPARTMENT: 73000 - GROUNDS	4,375.82	28,848.94	174,583.83	419,801.00	240,841.35	57.37
DEPARTMENT: 73001 - ATHLETIC FIELDS	600.00	8,585.65	11,862.49	16,000.00	3,537.51	22.11
DEPARTMENT: 74000 - VEHICLES	278.95-	67,169.46	187,634.09	703,427.00	516,071.86	73.37
DEPARTMENT: 75000 - CAMPUS SECURITY	4,059.88-	23,114.28	112,564.63	307,025.00	198,520.25	64.66
DEPARTMENT: 76000 - INSURANCE	14,046.00	314.15-	325,782.97	500,741.00	160,912.03	32.13
DEPARTMENT: 77000 - UTILITIES	52,262.62-	98,736.59	392,983.96	1,080,000.00	739,278.66	68.45
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	0.00	11,612.47-	0.00	11,612.47	0.00
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	366.00	732.00	2,000.00	1,268.00	63.40
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	976.00	13,749.00	40,000.00	26,251.00	65.63
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	539.00	6,092.00	20,000.00	13,908.00	69.54
DEPARTMENT: 81004 - EARLY GRAD	0.00	0.00	11,200.00	60,000.00	48,800.00	81.33
DEPARTMENT: 81007 - KBUST	0.00	3,321.00	18,130.00	41,000.00	22,870.00	55.78
DEPARTMENT: 94000 - STUDENT CENTER	0.00	169.84	1,249.92	38,030.00	36,780.08	96.71
DEPARTMENT: 55026 - Trap Shooting	0.00	400.00	800.00	0.00	800.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	79.87	0.00	79.87-	0.00

FUND: 11 - GENERAL	104,100.41-	2,909,139.48	10,385,340.14	26,395,286.00	16,114,046.27	61.05
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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	0.00	4,307.80	0.00	4,307.80-	0.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	4,545.14	28,446.03	72,874.00	44,427.97	60.97
DEPARTMENT: 12041 - Robotics	777.35-	0.00	1,162.35	5,000.00	4,615.00	92.30
DEPARTMENT: 12200 - ADN PROGRAM	7,355.06-	58,677.51	217,365.56	506,232.00	296,221.50	58.51
DEPARTMENT: 12201 - LPN PROGRAM	0.00	37,229.14	138,581.47	399,730.00	261,148.53	65.33
DEPARTMENT: 12202 - EMT	0.00	13,830.39	61,923.65	113,227.00	51,303.35	45.31
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	58,292.25	140,374.20	401,072.00	260,697.80	65.00
DEPARTMENT: 12210 - AGRICULTURE	0.00	7,775.50	30,753.73	58,135.00	27,381.27	47.10
DEPARTMENT: 12211 - ANIMAL SCIENCE	12,415.61-	22,356.06	93,023.94	186,502.00	105,893.67	56.78
DEPARTMENT: 12213 - Crops	0.00	4,924.81	5,352.53	20,000.00	14,647.47	73.24
DEPARTMENT: 12220 - JOHN DEERE AG TECH	532.74	36,793.39	109,412.94	336,031.00	226,085.32	67.28
DEPARTMENT: 12230 - AUTO MECHANICS	1,500.00-	31,494.53	106,362.24	280,707.00	175,844.76	62.64
DEPARTMENT: 12240 - CRIMINAL JUSTICE	0.00	22,378.44	68,798.23	180,416.00	111,617.77	61.87
DEPARTMENT: 12241 - FIRE SCIENCE	650.00-	4,232.93	14,039.01	61,725.00	48,335.99	78.31
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12250 - COSMETOLOGY	0.00	20,974.87	62,911.25	138,916.00	76,004.75	54.71
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	12,661.03-	27,019.04	89,104.26	149,724.00	73,280.77	48.94
DEPARTMENT: 12273 - WELDING	1,253.20	39,498.05	110,705.64	312,831.00	200,872.16	64.21
DEPARTMENT: 12280 - BUILDING TRADES	10,634.73-	14,644.28	45,146.95	105,690.00	71,177.78	67.35
DEPARTMENT: 42005 - DEAN OF TECHNICAL	12,704.12-	12,429.10	125,658.72	863,682.00	750,727.40	86.92
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	0.00	0.00	0.00	516,919.00-	516,919.00-	100.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 11041 - Robotics	0.00	0.00	0.00	80.84	80.84	100.00
DEPARTMENT: 12202 - EMT	0.00	0.00	510.76	250.00	260.76-	104.29-
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	2,551.00	23,000.00	20,449.00	88.91
DEPARTMENT: 12210 - AGRICULTURE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12230 - AUTO MECHANICS	3,080.42	4,994.26	12,761.73	29,500.00	13,657.85	46.30
DEPARTMENT: 12240 - CRIMINAL JUSTICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12273 - WELDING	0.00	1,900.80	7,050.81	0.00	7,050.81-	0.00
DEPARTMENT: 12280 - BUILDING TRADES	388.75-	1,277.10	1,665.85	4,000.00	2,722.90	68.07
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 98000 - COSMETOLOGY	0.00	0.00	160.21	27,000.00	26,839.79	99.41
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FUND: 12 - PTE FUND	54,220.29-	425,267.59	1,478,130.86	3,759,405.84	2,335,495.27	62.12

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FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	90.00	0.00	90.00-	0.00
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	0.00	152.24	0.00	152.24-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,522.56	14,245.24	23,913.00	9,667.76	40.43
DEPARTMENT: 12041 - Robotics	0.00	0.00	0.00	660.00	660.00	100.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	6,497.52	0.00	6,497.52-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	645.90	1,943.77	0.00	1,943.77-	0.00
DEPARTMENT: 12202 - EMT	0.00	0.00	17.00	32.00	15.00	46.88
DEPARTMENT: 31000 - COMMUNITY SERVICE	24,390.00	73.75	4,435.52	55,230.80	26,405.28	47.81
DEPARTMENT: 55006 - FOOTBALL	0.00	15,647.07	66,159.77	68,576.17	2,416.40	3.52
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	35.60	4,491.60	4,456.00	99.21
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	480.39	480.39	0.00	480.39-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	276.00-	3,708.00	19,871.63	71,184.82	51,589.19	72.47
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	405.16	11,844.44	11,439.28	96.58
DEPARTMENT: 55012 - CHEERLEADING	0.00	1,600.55	1,600.55	1,453.67	146.88-	10.09-
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	14,272.36	16,662.25	2,389.89	14.34
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	5,687.50	443.24	571.92	15,874.71	9,615.29	60.57
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	214.20	3,004.10	13,650.00	10,645.90	77.99
DEPARTMENT: 55007 - BASEBALL	12,910.00	1,950.00	14,847.83	49,418.82	21,660.99	43.83
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	1,477.50	0.00	1,477.50-	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	40.00	40.00	1,532.82	1,492.82	97.39
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	39.79	1,640.97	1,601.18	97.58
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	2,562.12	7,102.23	4,540.11	63.93
DEPARTMENT: 55003 - MEN'S TRACK	748.00-	1,500.00	2,495.71	28,877.95	27,130.24	93.95
DEPARTMENT: 11021 - ENGLISH	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 11030 - ART	1,798.56	0.00	72.29	2,000.00	129.15	6.46
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	636.54	1,446.54	2,000.00	553.46	27.67
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	0.00	4,000.00	4,000.00	100.00
DEPARTMENT: 11040 - SCIENCE	2,062.26-	177.45	4,676.17	8,500.00	5,886.09	69.25
DEPARTMENT: 11041 - Robotics	0.00	26.28	26.28	708.36	682.08	96.29
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	0.00	532.00	4,500.00	3,968.00	88.18
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	0.00	883.50	15,705.84	14,822.34	94.37
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	564.15	564.15	4,000.00	3,435.85	85.90
DEPARTMENT: 12200 - ADN PROGRAM	0.00	0.00	16,420.85	28,750.00	12,329.15	42.88
DEPARTMENT: 12201 - LPN PROGRAM	0.00	0.00	24,696.45	28,750.00	4,053.55	14.10
DEPARTMENT: 12202 - EMT	405.00	134.00	1,708.01	7,000.00	4,886.99	69.81
DEPARTMENT: 12203 - ALLIED HEALTH	457.78-	826.69	7,815.25	20,000.00	12,642.53	63.21
DEPARTMENT: 12210 - AGRICULTURE	0.00	0.00	0.00	2,500.00	2,500.00	100.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	4,033.46	8,000.00	3,966.54	49.58
DEPARTMENT: 12220 - JOHN DEERE AG TECH	2,608.46	23,241.56	45,045.31	55,000.00	7,346.23	13.36
DEPARTMENT: 12230 - AUTO MECHANICS	278.93	10,489.93	74,513.86	84,500.00	9,707.21	11.49
DEPARTMENT: 12240 - CRIMINAL JUSTICE	0.00	0.00	59.07	2,000.00	1,940.93	97.05
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	0.00	180.00	2,250.00	2,070.00	92.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	2,436.00	7,296.99	22,674.14	51,657.13	26,546.99	51.39
DEPARTMENT: 12273 - WELDING	796.26-	778.25	49,731.77	72,500.00	23,564.49	32.50
DEPARTMENT: 12280 - BUILDING TRADES	2,022.75-	682.38	3,623.63	9,000.00	7,399.12	82.21
DEPARTMENT: 55025 - WOMENS GOLF	0.00	2,461.14	2,461.14	8,462.38	6,001.24	70.92
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	492.50	4,383.33	13,000.00	8,616.67	66.28
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FUND: 14 - ADULT SUPPLEMENTARY ED	44,151.40	76,633.52	420,792.92	807,929.96	342,985.64	42.45

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FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 98000 - COSMETOLOGY	0.00	132.74	132.74	0.00	132.74-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,539.78	8,410.13	25,000.00	16,589.87	66.36
DEPARTMENT: 62000 - VP OF ADMIN SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	202.21	0.00	202.21-	0.00
DEPARTMENT: 94000 - STUDENT CENTER	945.79	2,292.31	24,582.92	137,280.00	111,751.29	81.40
DEPARTMENT: 95000 - STUDENT HOUSING	232,435.73-	267,372.15	1,672,748.63	3,342,263.00	1,901,950.10	56.91
DEPARTMENT: 98000 - COSMETOLOGY	21,384.94	1,153.88	65,181.28	164,999.00	78,432.78	47.54
DEPARTMENT: 97000 - BOOKSTORE	124,128.76	22,818.15	246,295.09	520,000.00	149,576.15	28.76
DEPARTMENT: 95000 - STUDENT HOUSING	0.00	59.81	59.81	0.00	59.81-	0.00
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FUND: 16 - AUXILIARY ENTITIES	85,976.24-	296,368.82	2,017,612.81	4,189,542.00	2,257,905.43	53.89

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FUND: 21 - FEDERAL STUDENT AID

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	138,890.76	2,856,248.38	0.00	2,856,248.38- 0.00
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FUND: 21 - FEDERAL STUDENT AID	0.00	138,890.76	2,856,248.38	0.00	2,856,248.38- 0.00

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Annual Budget Report Ending 11/30/24
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Fiscal Year: 2025

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	65.91	65.91	0.00	65.91-	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	3,000.00	0.00	3,000.00-	0.00
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	4,628.98	31,165.26	0.00	31,165.26-	0.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	90.89-	0.00	0.00	0.00	0.00
DEPARTMENT: 64000 - INFORMATION TECHNO	2,500.00-	0.00	2,500.00	0.00	0.00	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	0.00	60,739.89	60,739.90	0.01	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	38.38	38.38	1,751.65	1,713.27	97.81
DEPARTMENT: 42000 - VP ON INSTRUCTION	18,014.30-	47,325.94	124,565.41	172,858.88	66,307.77	38.36
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	0.00	1,893.39	2,217.77-	4,111.16-	185.37
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	50.00	2,481.64	2,431.64	97.99
DEPARTMENT: 42005 - DEAN OF TECHNICAL	19,953.70-	5,031.10	19,953.70	0.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	1,246.97	7,730.05	6,483.08	83.87
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	6,362.41	9,597.83	29,733.53	44,322.69	8,226.75	18.56
DEPARTMENT: 50000 - VICE PRESIDENT FOR	2,429.63-	29,379.48	95,391.99	345,624.82	252,662.46	73.10
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	0.00	20,000.00	20,000.00	100.00
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	7,057.96	36,242.20	89,038.00	52,795.80	59.30
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	1,958.02	6,750.00	4,791.98	70.99
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	41,120.74	143,753.90	999,802.00	856,048.10	85.62
DEPARTMENT: 11040 - SCIENCE	0.00	325.61	325.61	17,538.00	17,212.39	98.14
DEPARTMENT: 12200 - ADN PROGRAM	1,425.00	194.84	11,286.43	14,185.00	1,473.57	10.39
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	0.00	11,988.08	11,988.08	100.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	0.00	380.00	380.00	100.00
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	6,661.00	7,559.47	14,934.00	7,374.53	49.38
DEPARTMENT: 12230 - AUTO MECHANICS	47,637.00	0.00	0.00	55,087.00	7,450.00	13.52
DEPARTMENT: 12240 - CRIMINAL JUSTICE	0.00	0.00	1,562.60	1,560.25	2.35-	0.14-
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	0.00	0.00	12,597.87	12,597.87	100.00
DEPARTMENT: 12250 - COSMETOLOGY	0.00	0.00	0.00	9,963.00	9,963.00	100.00
DEPARTMENT: 12273 - WELDING	0.00	0.00	0.00	5,535.00	5,535.00	100.00
DEPARTMENT: 12280 - BUILDING TRADES	0.00	0.00	0.00	1,858.80	1,858.80	100.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	8,445.00	347.59	2,668.55	17,000.00	5,886.45	34.63
DEPARTMENT: 11040 - SCIENCE	0.00	90.80	90.80	0.00	90.80-	0.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	18,420.56	0.00	18,420.56-	0.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	606.07	606.07	958.86	352.79	36.79
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	321.66	2,274.81	13,225.00	10,950.19	82.80
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	3,000.00	0.00	3,000.00-	0.00
=====						
FUND: 22 - RESTRICTED GRANTS	20,971.78	152,703.00	600,093.45	1,925,692.72	1,304,627.49	67.75

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FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	702,250.00	702,250.00	100.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	6,542.26	27,809.94	70,000.00	42,190.06	60.27
DEPARTMENT: 12213 - Crops	0.00	0.00	0.00	16,000.00	16,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12273 - WELDING	3,968.66-	0.00	3,968.66	120,000.00	120,000.00	100.00
DEPARTMENT: 12280 - BUILDING TRADES	0.00	0.00	0.00	184,000.00	184,000.00	100.00
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	644.25	644.25	0.00	644.25-	0.00
DEPARTMENT: 71000 - BUILDINGS	125,989.00-	12,498.90	125,989.00	250,924.00	250,924.00	100.00
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	0.00	50,000.00	50,000.00	0.00	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	6,691.20	6,691.20	26,764.80	80,300.00	46,844.00	58.34
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	0.00	0.00	58,299.00	58,299.00	100.00
DEPARTMENT: 63000 - MARKETING/PR	0.00	0.00	0.00	55,000.00	55,000.00	100.00
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	39,517.00	100,000.00	275,000.00	175,000.00	63.64
DEPARTMENT: 71000 - BUILDINGS	24,406.74-	24,481.74	24,481.74	50,000.00	49,925.00	99.85
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	100,000.00	100,000.00	100.00
DEPARTMENT: 11031 - DRAMA	20,000.00-	0.00	20,000.00	0.00	0.00	0.00
DEPARTMENT: 50030 - ADMISSIONS	0.00	810.00	7,200.00	0.00	7,200.00-	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	24.00	24.00	999.00	975.00	97.60
DEPARTMENT: 11030 - ART	0.00	0.00	0.00	10,000.00	10,000.00	100.00
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	0.00	9,406.00	9,406.00	100.00
DEPARTMENT: 12200 - ADN PROGRAM	0.00	0.00	0.00	20,000.00	20,000.00	100.00
DEPARTMENT: 12202 - EMT	0.00	0.00	0.00	13,749.00	13,749.00	100.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	0.00	5,638.00	5,638.00	100.00
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	167,673.20-	91,209.35	386,882.39	2,071,565.00	1,852,355.81	89.42

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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	16,930.00-	31,734.49	115,523.04	223,975.00	125,381.96	55.98
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	2,263.54	6,719.00	4,455.46	66.31
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	10,863.43	52,922.94	132,084.70	79,161.76	59.93
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	63,997.00-	63,997.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	5,800.88	28,876.24	63,997.00	35,120.76	54.88
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	0.00	0.00	0.00
=====	=====	=====	=====	=====	=====	=====
FUND: 24 - ADULT EDUCATION	16,930.00-	48,398.80	199,585.76	362,778.70	180,122.94	49.65

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FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	100,643.00	59,607.95	64,652.95	855,000.00	689,704.05	80.67
FUND: 61 - CAPITAL OUTLAY	100,643.00	59,607.95	64,652.95	855,000.00	689,704.05	80.67

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FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11030 - ART	0.00	31.72	31.72	0.00	31.72-	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	16,549.60-	3,244.89	44,689.27	129,315.00	101,175.33	78.24
DEPARTMENT: 11030 - ART	0.00	60.64	60.64	0.00	60.64-	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	400.00-	712.54	47,819.51	0.00	47,419.51-	0.00
DEPARTMENT: 50004 - Student Activities	0.00	4,733.01	21,326.34	0.00	21,326.34-	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	780.46-	43,855.41	220,277.55	590,562.70	371,065.61	62.83
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	233.10	622.27	7,176.39	6,554.12	91.33
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	1,855.79	3,171.31	19,023.84	15,852.53	83.33
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	17,730.06-	54,727.10	337,998.61	746,077.93	425,809.38	57.07

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Garden City Community College
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FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	5,750.00-	60,076.18	135,000.00	74,923.82	55.50
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	943.00	76,941.35	135,000.00	58,058.65	43.01
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	22,000.00	50,000.00	28,000.00	56.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	18,842.00	50,000.00	31,158.00	62.32
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	1,169.00	38,316.40	81,000.00	42,683.60	52.70
DEPARTMENT: 55006 - FOOTBALL	0.00	8,700.00	172,454.03	350,000.00	177,545.97	50.73
DEPARTMENT: 55007 - BASEBALL	0.00	1,000.00-	38,220.00	81,000.00	42,780.00	52.81
DEPARTMENT: 55008 - VOLLEYBALL	0.00	778.00	47,677.90	95,000.00	47,322.10	49.81
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	47,085.00	80,000.00	32,915.00	41.14
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	32,750.00	80,000.00	47,250.00	59.06
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	5,200.00	25,000.00	19,800.00	79.20
DEPARTMENT: 55014 - RODEO TEAM	0.00	5,000.00	36,000.00	75,000.00	39,000.00	52.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	16,735.00	35,000.00	18,265.00	52.19
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	3,247.00	13,868.00	32,500.00	18,632.00	57.33
DEPARTMENT: 55023 - WOMENS CROSSCOUNTR	0.00	233.00	15,813.00	35,000.00	19,187.00	54.82
DEPARTMENT: 55024 - MENS CROSSCOUNTRY	0.00	5,250.00	21,250.00	35,000.00	13,750.00	39.29
DEPARTMENT: 55025 - WOMENS GOLF	0.00	1,000.00	13,188.00	35,000.00	21,812.00	62.32
DEPARTMENT: 11022 - COMMUNICATION	0.00	0.00	1,250.00	0.00	1,250.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	0.00	5,000.00	5,000.00	100.00
DEPARTMENT: 11030 - ART	0.00	0.00	4,800.00	12,150.00	7,350.00	60.49
DEPARTMENT: 11031 - DRAMA	0.00	0.00	1,500.00	0.00	1,500.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	7,450.00	13,500.00	6,050.00	44.81
DEPARTMENT: 11033 - INST MUSIC	0.00	2,950.00	9,600.00	30,000.00	20,400.00	68.00
DEPARTMENT: 11034 - ORCHESTRA	0.00	0.00	1,900.00	4,000.00	2,100.00	52.50
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	2,500.00	0.00	2,500.00-	0.00
DEPARTMENT: 11041 - Robotics	0.00	0.00	2,000.00	6,000.00	4,000.00	66.67
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	0.00	0.00	7,000.00	7,000.00	100.00
DEPARTMENT: 11101 - BookBusters	0.00	0.00	0.00	3,000.00	3,000.00	100.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	20,280.00	32,750.00	12,470.00	38.08
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	2,600.00	16,597.00	0.00	16,597.00-	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	1,105.00	4,735.09	0.00	4,735.09-	0.00
DEPARTMENT: 81007 - KBUST	0.00	465.00	32,779.00	0.00	32,779.00-	0.00
DEPARTMENT: 55026 - Trap Shooting	0.00	2,000.00	4,000.00	5,000.00	1,000.00	20.00
DEPARTMENT: 81008 - Scholarships - Alu	0.00	0.00	6,500.00	0.00	6,500.00-	0.00
DEPARTMENT: 81009 - finishline scholar	0.00	0.00	1,647.00	0.00	1,647.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	28,690.00	793,954.95	1,527,900.00	733,945.05	48.04

Garden City Community College
11.30.24

		<u>Amount</u>	<u>% Rate</u>
Cash in Bank:			
	Commerce Bank	\$42,324.11	0.000%
	KCB Operating*	\$19,925.99	0.000%
	State Municipal Invest. Pool	\$28,102.89	3.3107%
	Landmark National Bank	\$1,417,458.05	4.77%
	KCB MM	\$42,293.43	4.83%
	Security Bank of KC -2021	\$385,831.73	4.290356%
	Security Bank of KC -2022	\$178,886.65	4.290356%
		\$2,114,822.85	

		<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:						
	KCB	CD	\$1,000,000.00	4.950%	8/20/2024	2/20/2025
	Valley State Bank	CD	\$1,000,000.00	4.880%	8/22/2024	2/20/2025
	Security State Bank	CD	\$1,000,000.00	4.550%	11/13/2024	4/13/2025
	KCB	CD	\$700,000.00	4.700%	8/13/2024	8/13/2025
			\$3,700,000.00			
TOTAL			\$5,814,822.85			

*Statement Balance

12.05.24
kja

Agenda No: II – D

Date: December 10, 2024

Topic: Spruce Street Tech Center Remodel

Presenter: Dr. Ryan Ruda

Background Information: Currently GCCC's Adult Education programming is being provided in three locations. Consolidating the delivery of these courses to Spruce Street will create a one-stop community resource and training center. In addition, we will incorporate mental and personal health staff coverage through a partnership with Livewell. Relocating Adult Education also makes space available for construction trades and proposed electrical training at the existing Campus Drive GCCCA building.

Budget Information: Remodel will be funded with private foundation funding, State apprenticeship, student success, and capital outlay funding. Bids were opened on Thursday, December 5th. Bid Tabulation is included.

Recommended Board Action: Recommend approval for Wiens & Company Construction of Hutchinson, Kansas in the amount of \$950,000. Alternate #2 would reduce the Total Proposal by \$12,000.

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

Board Member Notes:

Board of Trustees Agenda December 10, 2024

Bid Tabulation For

GCCC Adult Technical Education Remodel

Garden City Community College

1802 E. Spruce St., Garden City, KS 67846

Thursday, December 5th, 2024



Contractor	Dick Construction Garden City, KS	Lee Construction Garden City, KS	Wiens & Company Construction Hutchinson, KS	Hutton Builds Garden City, KS	French Construction Liberal, KS	Elite Construction Group Garden City, KS	B & G Services Liberal, KS	OC Quality Custom Homes Liberal, KS
Addendums Received	YES	YES	YES	YES	YES	NO BID	NO BID	NO BID
5% Bid Bond	YES	YES	YES	YES	YES			
Total Proposal	1,121,000.00	1,098,000.00	950,000.00	1,144,000.00	1,331,601.90			
Alternate #2	(-)12,300	(-)12,300	(-)12,000	(-)22,500	(-)28,000			
Unit Price #1	2,750	2,600	3,000	2,500	16,000			
Unit Price #2	38,500	36,750	37,000	35,000	9,000			
Mech. Sub	Heco Heating & Cooling	Tatro Plumbing	CM3	Tatro Plumbing	Tatro Plumbing			
Plumbing Sub	Mesa Plumbing	Tatro Plumbing	Mesa Plumbing	Tatro Plumbing	Tatro Plumbing			
Electric Sub	Wallace Electric	Wallace Electric	Wallace Electric	Wallace Electric	J & T Electric			

SECTION 00 41 13 - BID FORM – STIPULATED SUM (SINGLE-PRIME CONTRACT)

BID INFORMATION

1.01 BIDDER: Wiens & Company Construction

- A. Project Name: Garden City Community College Adult Technical Education Remodel
- B. Project Location: 1802 E. Spruce Street, Garden City, KS
- C. Owner: Board of Trustees, Garden City Community College
 - 1. Owner's Representative: Dr. Ryan Ruda
- D. Architect: GMCN Architects, Inc.
- E. Architect Project Number: 202324

1.02 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by GMCN Architects, Inc. and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:
 - 1. Nine hundred fifty thousand & no/100 Dollars (\$ 950,000).
 - 2. The above amount may be modified by amounts indicated by the Bidder on the attached Document 004322 Unit Price Form

1.03 BID GUARANTEE

- A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 30 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:
 - 1. **Five Percent Bid Bond (5%)** Dollars (\$ **5% Bid Bond**).
 - 2. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.04 SUBCONTRACTORS AND SUPPLIERS

- A. The following companies shall execute subcontracts for the portions of the Work indicated:
 - 1. Plumbing Work: Mesa
 - 2. HVAC Work: Cm 3
 - 3. Electrical Work: Wallace Electric

1.05 TIME OF COMPLETION

- A. If the Bid is accepted, we will:
 - 1. Complete the Work in 120 calendar days from Notice to Proceed.

2. The undersigned Bidder proposes and agrees hereby to commence and complete the Work of the Contract Documents as specified in Section 00 11 13 – Advertisement for Bids.

1.06 ACKNOWLEDGEMENT OF ADDENDA

- A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:
1. Addendum No. 1, dated 11/27/2024
 2. Addendum No. 2, dated 12/02/2024
 3. Addendum No. 3, dated _____
 4. Addendum No. 4, dated _____
 5. Addendum No. 5, dated _____

1.07 ALTERNATE BIDS

- A. The undersigned agrees, if awarded the contract, to perform the work of any Alternate Bids selected by the Owner according to the same contract amount to be adjusted for each Alternate Bid accepted as follows:
- B. **ALTERNATE BID NO. 2:** Shall consist of extending gypsum board walls 6 inches above ceilings in lieu of to the underside of deck. Add batt insulation around the top perimeter of the wall, with an additional 4 feet of batt insulation laid on top of the ceiling around the room's perimeter.
1. Deduct twelve thousand Dollars (\$ 12,000). *Deduct*
 2. The Owner may not initially accept the cost of this Alternate Bid upon signing of the Contract. The Bidder shall honor the cost of this Proposal for a minimum of 30 days after the contract has been signed.

1.08 CHANGES TO THE WORK

- A. Changes in the Work shall be as established in the Contract Documents. The following fees shall be used for lump sum pricing and actual cost pricing of additions and deletions to that Work included in the Bid, namely:
1. Contractor Work performed by his own forces:
O&P 15 % Not-to-Exceed 15%
 2. Contractor Work performed by other than his own forces:
O&P 10 % Not-to-Exceed 10%
 3. Subcontractor Work performed by his own forces:
O&P 10 % Not-to-Exceed 10%
 4. Subcontractor Work performed by other than his own forces:
O&P 5 % Not-to-Exceed 5%
 5. Percentages for overhead and profit will not be allowed on bond premiums.

1.09 BID SUPPLEMENTS

- A. The following supplements are a part of this Bid Form and are attached hereto.
1. Bid Form Supplement - Unit Prices.
 2. Bid Form Supplement - Bid Bond Form (AIA Document A310)


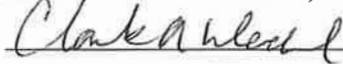

1.09 BID SUPPLEMENTS

- A. The following supplements are a part of this Bid Form and are attached hereto.
1. Bid Form Supplement - Unit Prices.
 2. Bid Form Supplement - Bid Bond Form (AIA Document A310)

1.10 CONTRACTOR'S LICENSE

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Finney County and Garden City, Kansas, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.11 SUBMISSION OF BID

- A. Respectfully submitted this 12th day of December, 2024.
- B. Submitted By: Wiens & Company Constructionw
- C. (Name of bidding firm or corporation)
- D. Authorized Signature: 
- E. (Handwritten signature)
- F. Signed By: Bryant Wiens
- G. (Type or print name)
- H. Title: Vice President
- I. (Owner/Partner/President/Vice President)
- J. Witness By: 
- K. (Handwritten signature)
- L. Attest: 
- M. (Handwritten signature)
- N. Annabelle Morales
- O. (Type or print name)
- P. Title: Corp. Secretary
- Q. (Corporate Secretary or Assistant Secretary)
- R. Street Address: PO BOX 490
- S. City, State, Zip Hutchinson, KS 67504
- T. Phone: 620-665-1155
- U. License No.: C-000202
- V. Federal ID No.: 48-1029410

1.12 (AFFIX CORPORATE SEAL HERE)

END OF DOCUMENT 004113 00 41 13

SECTION 00 43 22 - UNIT PRICES FORM

PARTICULARS

- 1.01 THE FOLLOWING IS THE LIST OF UNIT PRICES REFERENCED IN THE BID SUBMITTED BY:
- 1.02 (BIDDER) Wiens & Company Construction, Inc.
- 1.03 TO (OWNER): GARDEN CITY COMMUNITY COLLEGE
- 1.04 DATED 12/5/24 AND WHICH IS AN INTEGRAL PART OF THE BID FORM.
- 1.05 THE FOLLOWING ARE UNIT PRICES FOR SPECIFIC PORTIONS OF THE WORK AS LISTED, AND ARE APPLICABLE TO AUTHORIZED VARIATIONS FROM THE CONTRACT DOCUMENTS.

UNIT PRICE LIST

2.01 ITEM DESCRIPTION UNIT QUANTITY UNIT VALUE

- A. UNIT PRICE #1: Three thousand Dollars (\$ 3,000)
- B. UNIT PRICE #2: Thirty seven thousand Dollars (\$ 37,000)

END OF SECTION 00 43 22



Employers Mutual
Casualty Company

717 Mulberry St., Des Moines, IA 50309-3872

BID BOND

KNOW ALL MEN BY THESE PRESENTS: That we, Wiens & Company Construction, Inc.

as Principal, and the EMPLOYERS MUTUAL CASUALTY COMPANY, a corporation organized and existing under the laws of the State of Iowa and authorized to do business in the State of Kansas

, as Surety, are held and firmly bound unto the
Board of Trustees, Garden City Community College

as obligee, in the sum of Five Percent (5%) of Bid Amount

----- DOLLARS, lawful money of the United States of America, to the payment of which sum of money well and truly to be made, the said Principal and Surety bind themselves, their and each of their heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that, if the Obligee shall make any award to the Principal for:
Adult Technical Education Center Remodel

according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall duly make and enter into a contract with the Obligee in accordance with the terms of such proposal or bid and award and shall give bond for the faithful performance thereof, with the EMPLOYERS MUTUAL CASUALTY COMPANY as Surety or with other Surety or Sureties approved by the Obligee; or if the Principal shall, in case of failure so to do, pay to the Obligee the damages which the Obligee may suffer by reason of such failure not exceeding the penalty of this bond, then this obligation shall be null and void; otherwise it shall be and remain in full force and effect.

Signed, Sealed and Dated this 18th day of November, 20 24


Witness

Wiens & Company Construction, Inc.

By:

Sid Wiens, President

Employers Mutual Casualty Company

By:

Karen Frizell

Questions regarding this bond should be directed to the EMC H.O. Bond Department at 515-345-2680.

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

1. Employers Mutual Casualty Company, an Iowa Corporation
2. EMCASCO Insurance Company, an Iowa Corporation
3. Union Insurance Company of Providence, an Iowa Corporation

4. Illinois EMCASCO Insurance Company, an Iowa Corporation
5. Dakota Fire Insurance Company, a North Dakota Corporation
6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

KAREN FRIZELL

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the Bid Bond

Any and All Bonds

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

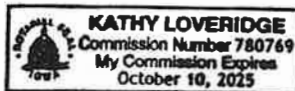
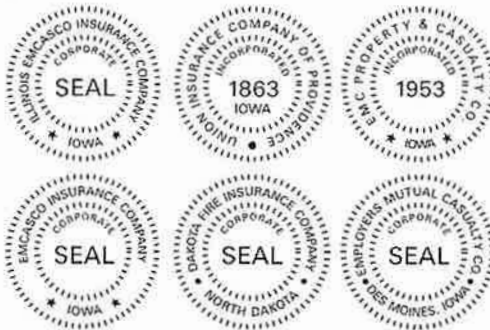
AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 22nd day of September, 2022.

Seals



Scott R. Jean
 Scott R. Jean, President & CEO
 of Company 1; Chairman, President
 & CEO of Companies 2, 3, 4, 5 & 6

Todd Strother
 Todd Strother, Executive Vice President
 Chief Legal Officer & Secretary of
 Companies 1, 2, 3, 4, 5 & 6

On this 22nd day of September, 2022 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2025.

Kathy Loveridge
 Notary Public in and for the State of Iowa

CERTIFICATE

I, Ryan J. Springer, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 22nd day of September, 2022, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 18th day of November, 2024.

Ryan J. Springer
 Vice President

Agenda No: II – E

Date: December 10, 2024

Topic: Enrollment in Kansas Insurance Cooperative for Schools (KICS)

Presenter: Dr. Ryan Ruda

Background Information: On June 27, 2024, the Board of Trustees of Garden City Community College approved a proposal from IMA for property and casualty insurance not to exceed \$306,000. This included six months of property coverage and 12 months coverage of all other casualty lines. Philadelphia, the property insurer, has notified us that they were no longer going to be writing property coverage for schools. Due to the limited market of companies writing school coverage, we contacted KICS to explore the possibility of placing our book of business with the Cooperative.

Budget Information: The college was notified on Friday, December 6th, 2024, of GCCC acceptance into the Cooperative. Details of cost and coverage are included.

Recommended Board Action: Accept KICS proposal of a pro-rated Total Program Contribution on a Maximum Cost Basis of \$346,584.58. Coverage is effective 01.01.2025-06.30.2025.

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

Board Member Notes:

Board of Trustees Agenda December 10, 2024



Garden City Community College

Deductibles: \$50,000 AOP/\$1,000,000 for Wind & Hail/ \$150,000 Water Damage/\$250,000 SBLL

Fixed Costs	2024-2025 Annual	1/1/2025- 7/1/2025 Pro-Rated
Reinsurance Package	\$16,701.45	\$8,283.92
Reinsurance Excess Property	\$195,750.47	\$97,092.23
Boiler & Machinery	\$2,186.00	\$1,084.26
Cyber Liability - \$2,000,000 Limit / \$5,000 Ded.	\$18,134.18	\$8,994.55
Gallagher Crisis Response*	\$2,837.65	\$1,407.47
Pollution Liability*	\$2,933.44	\$1,412.61
Gallagher Risk Management Fee	\$88,000.00	\$43,648.00
KASB Endorsement Fee	\$11,733.00	\$5,819.57
Gallagher Bassett Claims Administration Fee	\$5,964.00	\$2,958.14
Gallagher Bassett Loss Control Fee	\$1,000.00	\$1,000.00
KICS Program Management Operating Fee	\$2,869.00	\$1,423.02
Total Fixed Costs	\$348,109.19	\$173,123.77
*Includes 3% Surplus Lines Tax		
Variable Costs	2024-2025 Annual	1/1/2025- 7/1/2025 Pro-Rated
Loss Fund Contribution	\$325,000.00	\$161,200.00
KS State Tax (1% of Non-Insurance Expenses)	\$4,547.38	\$2,255.50
Corridor Deductible	\$20,172.00	\$10,005.31
Total Program Contribution on a Maximum Cost Basis	\$697,828.57	\$346,584.58



Kansas Insurance Cooperative for Schools (KICS)
Coverage Summary Outline
Effective July 1, 2024 to July 1, 2025
See MOC for full coverage details*



Coverage	Limits, Deductibles/Retentions Highlights
Property	Limits of Coverage in Any One Occurrence
Reinsurance Carriers = Multiple Carriers	\$500,000,000 Loss Limit of Coverage Buildings: Included in Loss Limit of Coverage Personal Property: Included in Loss Limit of Coverage \$1,000,000 Business Income for any One Member \$25,000,000 Earthquake \$25,000,000 Flood Auto Physical Damage - Included \$600,000 Self-Insured Retention Property Maintenance Deductible Varies by Member \$1,000 APD Deductible Over the Road Only APD Vehicles = Property AOP or Wind/Hail Deductible Valuation = Building/Personal Property - Replacement Cost Valuation
General Liability	Per Occurrence
Reinsurance Carrier = Underwriters at Lloyd's, London	\$2,000,000 Each Occurrence \$4,000,000 General Aggregate \$2,000,000 Personal & Advertising Injury Limit - Any One Person or Organization \$4,000,000 Products/Completed Operations Aggregate \$1,000,000 Damage to Premises Rented to You - Any One Person \$5,000 Medical Expense - Any One Person \$100,000 Self-Insured Retention
Employee Benefits Liability	Claims Made
Reinsurance Carrier = Underwriters at Lloyd's, London	\$2,000,000 Each Employee \$4,000,000 General Aggregate \$100,000 Self-Insured Retention \$1,000 Deductible Retroactive Date - Full Prior Acts
Sexual Abuse Liability	Claims Made
Reinsurance Carrier = Underwriters at Lloyd's, London	\$2,000,000 Each Act Limit - Each Member \$4,000,000 General Aggregate \$100,000 Self-Insured Retention Retroactive Date = Varies by District Member
Educator's Legal/School Board Liability including Employment Practices Liability	Claims Made
Reinsurance Carrier = Underwriters at Lloyd's, London	\$2,000,000 Each Claim Limit per Member \$4,000,000 Per Member Aggregate Limit \$100,000 Self-Insured Retention \$2,500 Member Maintenance Deductible Retroactive Date = Full Prior Acts
Auto Liability	Per Occurrence
Reinsurance Carrier = Underwriters at Lloyd's, London	\$2,000,000 Each Occurrence Limit per Member \$5,000 Auto Medical Payments \$1,000,000 Uninsured/Underinsured Motorist \$100,000 Self-Insured Retention
Law Enforcement Liability	Per Occurrence
Reinsurance Carrier = Underwriters at Lloyd's, London	\$2,000,000 Each Occurrence Limit per Member \$4,000,000 General Aggregate \$100,000 Self-Insured Retention
Crime	Per Occurrence
Reinsurance Carrier = Underwriters at Lloyd's, London	\$900,000 Employee Theft - Per Employee Coverage \$900,000 Forgery or Alteration \$900,000 Inside The Premises - Theft of Money and Securities \$900,000 Inside The Premises - Robbery or Safe Burglary of Other Property \$900,000 Outside the Premises \$900,000 Computer Fraud \$500,000 Funds Transfer Fraud \$900,000 Money Orders and Counterfeir Money \$100,000 Self-Insured Retention

Equipment Breakdown	Per Occurrence
Carrier = Liberty Mutual Insurance Company	\$250,000,000 Limit Per Breakdown Property Damage - Included \$10,000,000 Expediting Expense <i>Business Income/Extra Expense - Include:</i> 365 Days Extended Period of Restoration \$10,000,000 Data or Media \$10,000,000 Spoliage Damage <i>Utility Interruption Damage:</i> Combined with Extra Expenses & Business Income 4 Hours of interruption of services Newly Acquired Premises - Included; 90 Days of Coverage Ordinance of Law - Included Errors & Omissions - Included \$5,000,000 Contingent Business Income/Extra Expense \$10,000,000 Ammonia Contamination Consequential Loss - Included \$10,000,000 Data and Media \$10,000,000 Hazardous Substance \$2,500,000 Water Damage \$1,000,000 Off Premises Equipment Coverage \$1,000,000 Miscellaneous Locations <i>Deductibles:</i> \$5,000 Combined Deductible Business Income - Included in Combined Deductible Extra Expense - Included in Combined Deductible Spoliage - Included in Combined Deductible Various sublimits apply in addition to the above
Cyber Liability	Per Claim - In the Aggregate
Carrier = Underwriters at Lloyd's, London (CFC) Individual policies for each member	Insuring Clause 1 - Cyber Incident Response: \$2,000,000 Incident Response Costs \$2,000,000 Legal and Regulatory Costs \$2,000,000 IT Security and Forensic Costs \$1,000,000 Crisis Communication Costs \$2,000,000 Privacy Breach Management Costs Insuring Clause 2 - System Damage and Business Interruption: \$2,000,000 System Damage and Business Interruption \$2,000,000 Income Loss and Extra Expense \$2,000,000 Dependent Business Interruption \$1,000,000 Consequential Reputational Harm Insuring Clause 3 - Network Security & Privacy Liability: \$2,000,000 Network Security Liability \$2,000,000 Privacy Liability \$2,000,000 Management Liability \$2,000,000 Regulatory Fines \$2,000,000 PCI Fines, Penalties, and Assessments Insuring Clause 4 - Multimedia Liability: \$2,000,000 Defamation \$2,000,000 Intellectual Property Rights Infringement Insuring Clause 5 - Court Attendance Costs: \$100,000 Court Attendance Insuring Clause 6 - Cyber Extortion: \$2,000,000 Cyber Extortion Retroactive Date = Full Prior Acts Deductible - Varies by Member

Gallagher Crisis Protect	Per Claim
Carrier = Underwriters at Lloyd's, London	<p>Tower 1 - First Party: \$500,000 in respect of damage and/or financial loss resulting from an insured event(s) including sublimits in the aggregate as shown in appendix 1 and 2 - Act of Terrorism, Civil Commotion, Sabotage, Vicious Attack and additional insured events</p> <p>Tower 1 - Third Party: Maximum 15% of Tower 1 any one claim - Judgement, Settlements & Defense Costs and additional insured events</p> <p>Tower 3 - Consulting Costs Detention, Disappearance, Extortion, Hijack, Hostage and Kidnap and additional insured events</p> <p>Additional Coverages: \$500,000 Ransom - Per Occurrence and in the aggregate \$500,000 In Transit/Delivery - Per Occurrence and in the aggregate \$500,000 Expenses - Per Occurrence and in the aggregate</p> <p>\$75,000 Judgments, Settlements and Defense Costs (Assault, Blackmail, Deprivation, Detention, Disappearance, Radicalization, Stalking, Threat, Extortion, Hijack, Hostage Crisis, Emergency Repatriation and Employee Dishonesty.) - Anyone Claim and in the Aggregate</p> <p>Deductibles: \$10,000 Any one occurrence in respect of the insured event(s) of an act of terrorism and/or civil commotion and/or sabotage and/or vicious attack. 2 hours In respect of threat from the insured event(s) of an act of terrorism and/or sabotage and/or vicious attack. 12 hours in respect of deprivation 25% co-insurance respect of demolition, restitution, and rebuild \$2,500 Any one occurrence in respect of vehicles relating to demolition, restitution, and rebuild</p>
Pollution Liability	Per Claim
Carrier = Ironshore Specialty Insurance Company	<p>\$5,000,000 Policy Aggregate Limit \$1,000,000 Per School District Aggregate Limit Coverage A: Third Party Claims for Bodily Injury, Property Damage or Remediation Expenses: \$1,000,000 Each Incident Limit \$5,000,000 Coverage Aggregate Limit Coverage B: First Party Remediation Expenses: \$1,000,000 Each Incident Limit \$5,000,000 Coverage Aggregate Limit Coverage C: Emergency Responses Expenses: \$1,000,000 Each Incident Limit \$5,000,000 Coverage Aggregate Limit Coverage E: Disinfection Event Expenses \$250,000 Each Incident Limit \$250,000 Coverage Aggregate Limit Coverage D: Business Interruption 180 Days \$1,000,000 Limit Image Restoration Expenses: \$250,000 Each Incident Limit \$250,000 Coverage Aggregate Limit</p> <p>Deductibles: \$50,000 Coverage A, B, C - Each Incident \$100,000 Coverage E - Each Incident 5 Days Coverage D - Business Interruption</p>

Policy Title: Workforce Development

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

HLC Link: 1.B.1

Reviewed annually.

This policy adopted on May 10, 2006

Reviewed					
9.10.2019	3.10.2020	9.8.2020	9.13.2021	9.20.2022	11.14.2023
Revised					

GCCC Faculty Recommendations Regarding Digital Literacy and the Essential Skills

December 10th, 2024

Recommendation

Broad representation of faculty across multiple groups recommend *against* adding an additional Essential Skill because an awareness of “digital literacy” is already embedded in the curriculum in a variety of ways dependent on individual academic disciplines. Faculty feedback does, however, acknowledge that the Board of Trustees may wish to further clarify existing Essential Skills to provide a more concrete understanding of the components of these Skills. Sample language for what this might look like is provided at the end of this document.

Summary of Feedback Sought and Received

Faculty contributed to this report through broad conversations across multiple groups including discussions at meetings of Curriculum and Instruction (8/27/24, 9/17/24, 10/15/24), the Student Learning and Assessment Team (SLAT), and Faculty Senate. Faculty Senate, with feedback from SLAT, developed a survey made available to all full-time faculty; 72% of faculty responded. Additionally, several faculty sent individual feedback through email.

Defining “Digital Literacy”

For the purposes of the Board’s request, Faculty Senate generated a *working* definition of digital literacy: “the ability to use technology to find, evaluate, organize, create, and communicate information safely and responsibly.”

Summary of Results

Question 1: When asked if this should be added as an additional Essential Skill, 33.96% of faculty said “yes.” 66.04% said “no” or “unsure.” Faculty comments to this question focused on digital literacy being a sub-component of an existing Essential Skill. There were no written comments in support of adding an additional Essential Skill.

Question 2: When asked if digital literacy is found in other Essential Skills, 63.64% said “yes.” 36.36% said “no” or “unsure.” There were 24 written comments after this question. 66% of written comments focused on digital literacy as a sub-component of an existing Essential Skill. 25% of comments focused on clarifying existing Essential Skills to highlight digital literacy, such as this representative comment: “*Social responsibility includes the responsibility to communicate information safely and responsibly; in our society, much of that communication is mediated through a variety of technological forms. Critical thinking incorporates analytical skills, which contribute to finding, evaluating, organizing, creating, and communicating information.*” 8% of comments fell outside the scope of the question.

Question 3: The survey also broke the working definition of digital literacy into four components and asked faculty to rank their importance in terms of what areas students need “more focus on to be successful in their academic and future professional careers.”

Rank	Topic	# / % of Responses Indicating Most Important
1	Basic Computer Skills	28 / 51.85%
2	Evaluating Sources	16 / 30.19%
3	Digital Security	8 / 15.38%
4	Social Media	2 / 3.85%

One additional theme from all faculty conversations including individual email feedback, conversations in Curriculum & Instruction, in SLAT meetings, and in the Faculty Senate survey emphasized the significant workload and multi-year process to add a sixth Essential Skill and fully-incorporate it into curriculum at the course and program level. All Essential Skills are assessed as Institutional Skills, which require that individual course-level Student Learning Outcomes (SLOs) and program-level Program Learning Outcomes (PLOs) are mapped to Essential Skills/Institutional Skills. In addition to adding additional “back-end” work in assessing all Essential Skills, this mapping adds a significant amount of “front-end” work to ensure faculty are able to assess the skill effectively. Additionally, these SLOs and PLOs influence how every course is taught, potentially requiring significant curriculum changes across all courses and programs.

Examples of Further Clarification Related to Digital Literacy

The following sub-components are an example of clarifying digital literacy as a part of the Essential Skills. These *examples* are written based on faculty comments, but *have not yet been reviewed by all faculty* and should not be considered a final recommendation.

Students will possess essential skills.

1. Students will illustrate written communication skills.
 - a. Including but not limited to demonstrating the basic technological skills to find, access, and use information from a variety of channels.
 - b. Including but not limited to navigating communication channels (news, academic/industry publications, social media and algorithms, etc.) and technology to find high-quality, credible information and use that information ethically.
2. Students will demonstrate oral communication skills.
 - a. Understanding and navigating communication channels (news, academic/industry publications, social media and algorithms, etc.) and technology to find high-quality, credible information and use that information ethically.
3. Students will exhibit critical thinking skills.
 - a. Including but not limited to evaluating information for quality and credibility.
 - b. Including but not limited to analyzing information channels (news, academic/industry publications, social media and algorithms, etc.) to understand the influence each channel’s context has on information.
4. Students will develop an awareness of diversity.
 - a. Including but not limited to an awareness of how different communities interact with, use, and consume technology and information.
5. Students will develop an awareness of social responsibility.
 - a. Including but not limited to an awareness of the impact information has on ourselves and our communities.
 - b. Including but not limited to concepts of wellness such as remaining open to change and new ideas (intellectual wellness), awareness of impact on the environment and community (environmental wellness), and interacting with information in a way that reflects individual values and beliefs (spiritual wellness).

CAMPUS HEALTH

Event - Holiday Blues- managing depression December 10th

ADMISSIONS

- 258 students attended Exploration Day on November 13th!
- Visiting area high schools with the Advising department for Early-Grad enrollment!
- Completed the KACRAO CPC (College Planning Conferences) circuit for 2024!

HUMAN RESOURCES DECEMBER REPORT

EMPLOYMENT

Human Resources is focused on ensuring the best hiring practices are in place to attract/attain the best candidates to fill our open positions. We do so by facilitating the interview process and working collaboratively with hiring managers and members of the screening and interview committee to select the best qualified candidate.

As of December 6, 2024, there are 14 open positions. To date, we have hired zero (0) employees, had zero (0) internal transfer, and three (3) resignations/separations.

Open Positions

i. Administrative Services

- a) Part-Time Bus Driver

ii. Student Services

- a) Tech Ed Advisor

iii. Athletics

- a) Assistant Athletic Trainer
- b) Assistant Volleyball Coach
- c) Assistant Football Coach

iv. Instructional Services

a) Full-Time

- 1) Assistant Professor of Fire Science
- 2) Assistant Professor of Computer Science
- 3) Assistant Professor of Electrical Engineering

b) Part-Time

- 1) Fire Science Adjunct Instructor
- 2) Languages Adjunct Instructor
- 3) Clinical Nursing Adjunct Instructor
- 4) Animal Science Online Adjunct Instructor
- 5) Spanish Language Online Adjunct Instructor
- 6) CLC Tutor

TRAINING

Human Resources is committed to the professional development of employees. Therefore, we will continue to review and enhance our training offerings to meet the needs of all employees and their schedules.

Safe Colleges (Offer two to three online trainings for employees to complete.)

- a) Bloodborne Pathogens
- b) FERPA

- c) Title IX Roles and Responsibilities

In-Person Trainings

- a) Offer two in-person trainings per year.
 - a) Supervisor Training
 - b) Family Medical Leave Act (FMLA)

OPEN ITEMS

New Employee Onboarding/Orientation

- a) Human Resources is looking towards enhancing the new employee onboarding experience. This would include offering two new employee orientation per month to ensure new employees have the resources to be successful.
- b) Work in collaboration with the Marketing department to create a “Join our Team!” video for the Employment Opportunities page.

American Fidelity Open Enrollment

- a) From December 9-18, 2024, American Fidelity will be on campus to meet with all full-time employees to review their section 125 benefits for the upcoming plan year.

HR Newsletter

- a) Human Resources would like to start producing monthly newsletters of relevant employment law information, benefit information, and employee information such as new hires, separations, anniversaries, and birthdays.

Spring In-Service

- a) Human Resources in collaboration with the president’s office will begin the preparation of Spring 2025 in-service.

Ramblings From Your Registrar's Office

Graduation

- We have received a total of **221** Applications for Graduation for the **2024-25** academic year (so far).
 - Fall 2024 115
 - Spring 2025 100
 - Summer 2025 6

Semester End

- We are gearing up for semester end processing.
 - Final grades for the Fall 2024 semester are due on Friday, December 13.
 - Processes include:
 - Grade verification (posting to academic records/transcripts)
 - Calculations of term status and academic credit totals
 - Academic standing determinations
 - Academic Probations
 - Academic Dismissals
 - Processing final transcript requests

Merry Christmas!
See you next year!

December SGA Update

- SGA silent wreath auction: Crafted by our student clubs! Proceeds benefit the club
 - Held in GCCC BTSC portico held from 11/11-12/10
 - Winners will be announced via email on December 11 at 10am. Payment is due to the President's Office by 4:00pm that day
 - Wreaths can be taken home December 12 at 8:00pm after the GCCC Community Christmas Party
- SGA/SAC/Intramurals Christmas Party for all students
 - December 5th from 8 to 11pm in the BTSC game room
 - Gingerbread house competition with prize to winner
 - Games, pizza, cookies & drinks
- Christmas Day Parade on Sunday, December 8th at 6pm
 - SGA is helping decorate and will ride on the college float down main street.
- MLK Speaker January 20th, 2025 @ 7:30 pm in the DPAC
 - Dr. Toby S. Jenkins
- There will be a full week of events for the week of January 20th more information to come