

Garden City Community College

July 15, 2025

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, July 15, 2025**. The meeting will be held in the **Omar D. Angeles Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

For **PUBLIC COMMENTS**, please contact Jodie Tewell at jodie.tewell@gcccks.edu by 5:00 pm CST Tuesday, July 15, 2025.

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. Introduction of New Employees
- C. Open Comments from the public
 - 1. Public Comment: 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 the 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.

II. CONSENT AGENDA – ACTION

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V. OWNERSHIP LINKAGE

Upcoming Calendar Dates

July 16, 2025, Chamber Breakfast, Clarion Inn, 7:30 am

August 8, 2025, Board of Trustees Budget Retreat, Loretta Schultz Conference Room, 7:30 Breakfast,
8:00 Meeting

August 11, 2025, Faculty Return

August 12, 2025, Inservice, DPAC 8:00 am

August 13, 2025, Men’s Soccer vs Western Nebraska Community College, 12:00 pm

August 16, 2025, Men’s Soccer vs Otero College, 1:00 pm

August 17, 2025, New Student Orientation, 1:00 pm, DPAC

August 18, 2025, Fall Semester Begins

August 19, 2025, Board of Trustees Meeting, 5:00 Dinner, 6:00 Meeting Omar D. Angeles
Endowment Room

August 20, 2025, Chamber Breakfast, Clarion Inn, 7:30 am
Men’s Soccer vs Oklahoma Panhandle State University, 7:00 pm

August 23, 2025, Volleyball Scooters Invitational, DPAC Main Gym

August 28, 2025, Women’s Soccer vs Cisco College 5:00 pm
Men’s Soccer vs Lamar Community College, 7:00 pm

September 1, 2025, Campus Closed in Observance of Labor Day

September 2, 2025, Men’s Soccer vs. Trinidad State College, 3:00 pm

September 5, 2025, Women’s Soccer vs. Western Texas College, 5:00 pm
Men’s Soccer vs Western Texas College, 7:00 pm

September 10, 2025, Men's Soccer vs Newman JV, 3:30 pm
 Women's Soccer vs Butler Community College, 6:00 pm
 Volleyball vs Cloud, 6:30 pm
 September 11, 2025, 9/11 Observance Ceremony, 10:00 am
 September 13, 2025, Football vs Dodge City Community College, 6:00 pm Tailgate, 7:00 pm Game
 September 17, 2025, Volleyball vs Seward, 6:30 pm
 September 20, 2025, Women's Soccer vs. Cowley County Community College, 1:00 pm
 Men's Soccer vs Cowley County Community College, 3:00 pm
 Football vs Coffeyville Community College, 6:00 pm Tailgate, 7:00 pm Game
 September 24, 2025, Volleyball vs Butler, 5:30 pm
 September 26, 2025, All Employee Meeting, KCB Auditorium, 2:30 pm
 September 27, 2025, Women's Soccer vs Hutchinson Community College, 1:00 pm
 October 22 – 25, 2025, ACCT Leadership Congress, New Orleans
 February 8 – 11, 2026, Community College National Legislative Summit, Washington D.C.

Regular Board Meetings will be held on the third Tuesday of each month.

VI. EXECUTIVE SESSION

VII. ADJOURNMENT

Signature:
Dr. Ryan J. Ruda
President

Signature:
Mrs. Shanda Smith
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
June 17, 2025**

Trustees Present: Shanda Smith, Chair
David Rupp, Vice Chair
Dr. Merilyn Douglass, Trustee
Leonard Hitz, Trustee
Bob Larson, Trustee
Jean Clifford, Trustee (Teams)

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
Meghan Flynn, Garden City Telegram Reporter
Cory Kristalyn, Chemistry Assistant Professor
JoAnn Garrier, Counselor
Brittany Martin, Community Member
Mike Muirhead, Director of Public Works and Utilities
Tyler Patterson, Public Works Operation Manager

I. CALL TO ORDER

Chair Smith called the Board Meeting to order at 6:00 pm.

A. COMMENTS FROM THE CHAIR

Congratulations to Dr. Ruda on his appointment with the Rural
Community College Alliance Board.

*Meeting of Trustees
June 17, 2025*

B. New Employees

No New Employees

C. Five-Year Department Review: Counseling

JoAnn Garrier, Licensed Mental Health Counselor, reported on the testing center and counseling services. (Supporting Documents Filed with Official Minutes.)

D. Five-Year Department Review: Chemistry

Dr. Cory Kristalyn, Chemistry Assistant Professor, reported on the Chemistry program and department. (Supporting Documents Filed with Official Minutes.)

II. CONSENT AGENDA

Trustees requested to pull Items D, E, and F.

Move to approve Consent Items A, B, and C.

Motion: Marilyn Douglass

Second: Bob Larson

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

Nays: None

Motion Carried: 6 – 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.) Approval of Easement with City

Tyler Patterson and Mike Muirhead reported on the project handout and maps given to the Trustees. The project is adding a sidewalk east of Campus Drive and will tie into Tally Tail. Completion of the project is expected early next year. (Supporting documents filed with official minutes)

Move to approve the temporary easement to allow for improving use and access along college property to the newly designed disc golf course and for community benefit.

Motion: David Rupp

Second: Marilyn Douglass

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

Nays: None

Motion Carries: 6-0

(E.) Property and Casualty Insurance

Dr. Ruda and Karla Armstrong reported on the carrier's renewal Amount. This year, there is a decrease of \$2000. There was discussion on increasing reserves to cover the deductibles. We need to continue looking at ways to increase reserves. We must consider the new legislation on whether schools have more than 6 months' reserves, they will lose funds. (Supporting documents filed with official minutes)

Move to approve the 2025-26 Property and Casualty renewal with KICS for a total of \$695,829.72. Approve the higher cyber limit of \$5,000,000 for an additional premium of \$15,370.

Motion: David Rupp

Second: Leonard Hitz

Ayes: Smith, Rupp, Douglass, Hitz, Larson, Clifford
Nays: None

Motion Carries: 6-0

(F.) Athletic Insurance

Dr. Ruda discussed the information presented to the Trustees. We changed carriers from Star Indemnity to Zurich.
(Supporting documents filed with official minutes)

Move to approve the 2025-26 Athletic Policy renewal with Zurich for an annual premium of \$182,500. Approve the 2025-26 Catastrophic policy with Zurich for the annual premium of \$18,985.

Motion: Marilyn Douglass

Second: Bob Larson

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

Nays: None

Motion Carries: 6-0

III. CONFIRMATION OF MONITORING REPORTS:

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

A-1. Asset Protection

Karla Armstrong reported that the policy change has increased the efficiency of operations.

A-2. Compensation and Benefits

No Comments

*Meeting of Trustees
June 17, 2025*

B. Review Monitoring Reports

B-1. Treatment of People

No comments or changes to the report.

Trustee Douglass discussed that the rules on public speaking are strict, and she would like to be more welcoming and allow time for everyone who wants to speak. There was discussion on moving the Public Comments before the consent. This will alleviate voting on a topic that may have public comments.

Trustees are in favor of moving Public Comments to section I. Call to Order, with it being the final item.

Discussion on changing from twenty to thirty minutes. Trustee Douglass and Trustee Clifford requested unlimited time for public comments to allow everyone present to speak, whether they were talking on the same topic or not.

Move to change the process of public speaking with the following items: 1. The 20-minute time limit changed to unlimited 2. Keep the 5 minutes per individual. 3. Move Public Comments to Item I as the final item.

Motion: Marilyn Douglass

Second: Jean Clifford

Ayes: Douglass, Clifford, Rupp, Larson

Nays: Smith, Hitz

Motions Carried: 4-2

IV. OTHER

A. Open comments from the public

Brittany Martin, Community Member

B. Presidents Report

Dr. Ruda reported on the Athletic Teams GPAs, Honor Roll, and the STEM Teacher Summit.

August 8 – Budget Retreat at 7:00 am – 1:00 pm, follow up on state and federal updates.

Annually, we update the policy governance manual. The trustees have a handout of where the calendar will fall for the upcoming year. We are building a new website, which will go live in January 2026. We are upgrading to ADA accessibility.

Safety of Campus has traditionally been a bi-annual report, and the reports are similar. It would be more meaningful if we moved to annual in April. The second change has to do with the HLC criterion requirements. Dr. Malone linked the HLC links to the policies.

Chair Smith brought up adding an agenda review annually. The trustees added it to November.

C. Incidental Information

No comments

D. Report from FCEDC

Vice Chair Rupp reported on stats for social media posts.
(Supporting documents filed with official minutes)

E. Report from KACC

Trustee Douglass handed out a summary of the May meeting. Trustee Douglass highlighted number 2. The third page covers the KACC Legislative Committee. There is a call to trustees and

Presidents to work together to form some talking points and events to interact with our Legislators to highlight the value of community colleges to education and their areas.

During the August Retreat, the Trustees will discuss a plan for this. We are hosting a legislative luncheon in December. Trustees discussed inviting industry partners to this event and gathering data on the economic impact of the college on our region. Data points that would resonate with legislators, i.e., the number of businesses we partner with. Trustee Douglass would like to have data points for southwest Kansas.

V. OWNERSHIP LINKAGE

Trustee Hitz commended the Broncbuster Golf Tournament.

Vice Chair Rupp attended the GED Graduation.

Trustees will let Jodie know if they will attend the ACCT Conference in October.

VI. EXECUTIVE SESSION

VII. Adjournment

Chair Smith adjourned the meeting at 7:45 pm.

Signature:

Jodie Tewell
Deputy Clerk

Signature:

Dr. Ryan Ruda
President

Signature:

Mrs. Shanda Smith
Chairman of the Board

*Meeting of Trustees
June 17, 2025*

**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:



July 9, 2025

To: Board of Trustees

From: Tricia Sayre, Human Resources/Payroll Generalist

New Hires:

Bailey Sater, Academic/GCHS Transition Advisor, effective, July 7, 2025

Erika Rivas, Residential Life Advisor, effective, July 14, 2025

Allison Sweet, Assistant Professor of Allied Health, effective, August 11, 2025

Internal Transfers:

None

Resignations/Separations/ Retirement:

Kimberly Vanley, Penka Building Secretary, effective, June 30, 2025

Mason Taylor, Campus Police Officer, effective, July 2, 2025

Ruby Solorzano, Financial Aid/Records Office Assistant, effective, July 3, 2025

Godwin Izibili, Assistant Professor of Business, effective, July 3, 2025

Isaiah Tisdale, Men's Basketball Assistant Coach, effective, July 11, 2025

Recruitment Opportunity

In researching effective ways of advertising GCCC faculty and other professional position vacancies, a more affordable alternative emerged recently. We place our national position advertising with a leading website called HigherEdJobs.com, and now the HEJ site has added an additional service. When we place a 60-day vacancy posting we are now having the same advertisement e-mailed to approximately 142,000 professionals who have identified themselves as minority educators seeking employment. The e-mail message allows interested professionals to contact us directly, and it also includes a link to the HEJ site, which allows an interested applicant to navigate the GCCC website and apply online.

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 7/15/2025)

INSTRUCTOR	CLASS	AMOUNT
Bernal, Mia	KS Conceal Carry CRMJ-300-05 - NON CREDIT - 10 hours 10 contact hour(s) \$35.00 = \$350.00 6/7/2025 14-00-8033-31000-5270	\$350.00
Homm, Mike	KS Conceal Carry CRMJ-300-05 - NON CREDIT - 4 hours 4 contact hour(s) \$35.00 = \$140.00 6/7/2025 14-00-8033-31000-5270	\$140.00
Joliff, Gloria	Basic Life Support EMT-105-01 - NON CREDIT - 5 hours 5 contact hour(s) \$35.00 = \$175.00 6/28/2025 12-00-0000-12022-5270	\$175.00
Montgomery, Stryder	KS Conceal Carry CRMJ-300-05 - NON CREDIT - 3 hours 3 contact hour(s) \$35.00 = \$105.00 6/7/2025 14-00-8033-31000-5270	\$105.00
Mullet, Taran	Basic Life Support EMT-105-01 - NON CREDIT - 5 hours 5 contact hour(s) \$35.00 = \$175.00 6/7/2025 12-00-0000-12022-5270	\$175.00
Prewitt, Bob	KS Conceal Carry CRMJ-300-05 - NON CREDIT 410 hours 4 contact hour(s) \$25.00 = \$100.00 6/7/2025 14-00-8033-31000-5270	\$100.00
TOTAL:		\$1,045.00

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

6.30.25 - 100%

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	\$ 23,402,741	86.93%	-3.07%	\$ 23,755,000	\$ 21,380,528	90.00%
Fund 12 - PTE	\$ 4,000,000	\$ 2,857,595	71.44%	9.98%	\$ 4,462,388	\$ 2,742,568	61.46%
Fund 16 - Auxillary	\$ 5,150,000	\$ 3,936,877	76.44%	10.28%	\$ 4,900,000	\$ 3,242,119	66.17%
Fund 61 - Capital Outlay *	\$ 2,855,000	\$ 2,152,056	75.38%	-2.70%	\$ 640,000	\$ 499,698	78.08%
TOTAL	\$ 38,926,000	\$ 32,349,269	83.10%	0.56%	\$ 33,757,388	\$ 27,864,913	82.54%
Expenses							
Fund 11 - General Fund	\$ 26,921,000	\$ 23,306,710	86.57%	-6.87%	\$ 23,755,000	\$ 22,196,824	93.44%
Fund 12 - PTE	\$ 4,000,000	\$ 4,074,384	101.86%	32.84%	\$ 4,462,388	\$ 3,079,871	69.02%
Fund 16 - Auxillary	\$ 5,150,000	\$ 3,590,182	69.71%	-8.94%	\$ 4,900,000	\$ 3,853,985	78.65%
Fund 61 - Capital Outlay	\$ 2,855,000	\$ 1,763,768	61.78%	-2.17%	\$ 640,000	\$ 409,270	63.95%
TOTAL	\$ 38,926,000	\$ 32,735,044	84.10%	-3.41%	\$ 33,757,388	\$ 29,539,950	87.51%

kja

07.09.25

* includes transfer for Spruce Street Project

PAYMENTS PROCESSED FOR JUNE 2025

Purchases over \$150,000.00 requiring Board Approval

- Check #0306915 for \$164,489.00 to Wiens & Company Construction LLC for Adult Technical Education remodel
- Check #306950 for \$209,679.21 to KI Pallas Textiles for furniture for SSEC

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

- E062511 for \$232,324.90 to United Health for insurance premiums
- E062506 for \$71,669.26 to KPERS for retirement contributions
- 0051425 for \$108,856.34 to Commerce Bank Commercial Cards for May purchase cards
- 0061625 for \$178,749.41 to Commerce Bank Commercial Cards for Jun purchase cards
- Check #0306733 for \$68,695.82 to City of Garden City for utilities
- Check #0306937 for \$82,857.35 to Great Western Dining for monthly board and miscellaneous billings

Garden City Community College
06.30.25

		<u>Amount</u>	<u>% Rate</u>
Cash in Bank:			
	Commerce Bank	\$594,999.80	0.000%
	KCB Operating*	\$473,573.66	0.000%
	State Municipal Invest. Pool	\$106,846.28	3.02%
	Landmark National Bank	\$7,006,754.60	4.42%
	KCB MM	\$1,059,254.54	4.42%
	Security Bank of KC -2021	\$394,605.55	4.000619%
	Security Bank of KC -2022	\$186,452.33	4.000619%
		\$9,822,486.76	

		<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:						
	KCB	CD	\$700,000.00	4.700%	8/13/2024	8/13/2025
	KCB		\$1,000,000.00	4.290%	5/15/2025	11/15/2025
	Equity Bank		\$1,000,000.00	4.300%	5/22/2025	2/22/2026
			\$2,700,000.00			
TOTAL			\$12,522,486.76			

*Statement Balance

7.09.25
kja

RESOLUTION 2025- 3

WHEREAS, Godwin Izibili is currently employed by Garden City Community College, as a Professional Employee, under contract per the terms in the Negotiated Agreement; and

WHEREAS, he has given notice on June 25th, 2025, of his resignation from his position effective July 3, 2025; and

WHEREAS, the Negotiated Agreement permits the Board of Trustees to assess liquidated damages if a Professional Employee does not provide formal notice of resignation prior to May 30th;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF GARDEN CITY COMMUNITY COLLEGE, AS FOLLOWS:

1. That Godwin Izibili is released from his contractual obligations for the 2025-2026 school year.
2. That the College will collect liquidated damages in the amount of \$1,000 as permitted by the Negotiated Agreement.

The Executive Assistant to the President is directed to give written notice in person or by United States mail to Godwin Izibili on or before July 16, 2025, of the Board of Trustee's intent to release him from his contract.

ADOPTED by the Board of Trustees of Garden City Community College, on the 15th day of July, 2025.

Shanda Smith, Chairperson
Board of Trustees
Garden City Community College

ATTEST:

Jodie Tewell,
Executive Assistant to the President

CERTIFICATE OF SERVICE

Resolution 2025-3

I, Jodie Tewell, do hereby certify that on the _16_ th day of February 2025, I served a copy of the foregoing, Resolution No. 2025-3__, Notice of Intent to Release from Contract to Godwin Izibili the following manner:

_____By certified mail

_____By personal service at Garden City Community College

Jodie Tewell,
Executive Assistant to the President

Agenda No: II - E

Date: July 15, 2025

Topic: Board Action Regarding Indication of Revenue Neutral Rate Intent

Presenter: Dr. Ryan Ruda

Background Information:

As pursuant to K.S.A.79-2988, GCCC is required to notify the Finney County Clerk of Garden City Community College's intentions regarding the Revenue Neutral Rate (RNR). This year the RNR is 27.82.

Budget Information:

The estimated valuation for the 2026 Budget is \$652,072,977 less TIF/RHID Current Assessed Valuation of \$34,050,739. Net estimated valuation being \$618,022,238. This totals an estimated valuation increase of \$31,274,579. At the current mill levy, this would result in an estimated General Fund increase of \$869,475 and Capital Outlay increase of \$46,912.

Recommended Board Action:

Approve the Intent to Exceed the Revenue Neutral Rate.

Board Action Taken: _____Approved _____Disapproved
 _____Ayes _____Nays _____No Action

Board Member Notes:

OFFICE OF THE FINNEY COUNTY CLERK

311 N. Ninth Street • PO Box M
Garden City, KS 67846



INDICATION OF REVENUE NEUTRAL RATE INTENT
PURSUANT TO [K.S.A. 79-2988](#)

Entity/District Name: _____

Budget Year: _____

Please indicate below your Revenue Neutral Rate intent for the budget year listed above.
The completed form must be delivered to the County Clerk on or before July 20.

Yes, we intend to exceed the Revenue Neutral Rate and will certify a budget with taxes levied to the
County Clerk on or before October 1.

USDs Only:

Our proposed mill levy is: _____

General Fund: _____

Other Funds: _____

Special Capital Outlay Fund: _____

Recreation Commission Fund: _____

Public Hearing information:

*Hearing must be held between
August 20 and September 20*

Date: _____ Time: _____

Location:

No, we do not intend to exceed the Revenue Neutral Rate and will certify our budget
to the County Clerk on or before October 1.

Signature

Date

Title

Topic: Naming Rights of Baseball Field

Presenter: Dr. Ryan Ruda, President

Background Information:

In accordance with college policy for naming rights, the recommendation for naming rights will be brought forward for board approval.

The recommendation is being brought forward to name the baseball field, Scooter's Field at Williams Stadium.

Scooter's Coffee has been strong supporters of GCCC since their establishment in Garden City. They have provided funding towards several projects including a portion of the football video board, a basketball video board, coffee shop, various athletic and student organization events and most recently with the funding pledge for the baseball video board.

In alignment with the college naming rights policy, "when financial support involves a pledge, the college generally requires at least 20% of the total pledge to be paid prior to the implementation of recognition." Scooters has met and exceeded the threshold within the policy. Based on the strong support provided personally and financially by Scooter's Coffee, administration recommends the naming of the baseball field as Scooter's Field. The level of support and commitment demonstrated by Scooter's Coffee to GCCC is a reflection of their commitment to the college and leads to the recommendation for naming rights.

Budget Information:

No budget cost for naming rights of room. If approved, a plaque would be placed outside of the stadium as well as a billboard placed behind the scoreboard, with those costs already being incurred and encumbered.

Recommended Board Action:

Recommend approval to name the baseball field Scooter's Coffee Field.

Board Action Taken: _____Approved _____Disapproved

_____Ayes _____Nays _____No Action

Board Member Notes:

Policy Type: Ends

Policy Title: Mission

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

Higher Learning Commission Links:

- 1.A: Mission Alignment
- 1.B: Mission and Public Good
- 2.A: Integrity

Policy History: This policy is reviewed annually.

July 8, 2025: Revised for Accessibility Format.

August 13, 2024: Reviewed

August 15, 2023: Reviewed

July 19, 2022: Reviewed

July 13, 2021: Reviewed

July 21, 2020: Reviewed

July 16, 2019: Reviewed

July 10, 2018: Reviewed

June 14, 1995: Policy Adopted

JULY 2025 MONITORING REPORT

ENDS	ANNUAL
Mission	Page 3
Garden City Community College exists to produce positive contributors to the economic and social well-being of society.	

CEO’S Interpretation: The President is responsible to ensure that the Mission and Ends as set forth by the Board of Trustees are known and addressed.

Data directly addressing interpretation: The Mission of GCCC is the guiding principle and defines how the college serves stakeholders. The mission is integral to the Means and Ends of Board adopted Policy Governance. Identified on GCCC publications and discussed throughout the academic year, the Mission Statement is underpinned through processes, programs, and planning.

The Mission is posted in all facilities as well as annual publications to be recognized by internal and external constituents. The core of the college’s planning process is built around the college’s stated Mission. The college strategic plan is centralized around the mission with each of the four pillars directly incorporating the mission into the key strategies and objectives of the strategic plan.

Policy Title: Budgeting/Financial Planning/Forecasting

Policy Statement:

Budgeting any fiscal period or the remaining part of any fiscal period shall not deviate significantly from board ENDS priorities, risk fiscal jeopardy, nor fail to show a generally acceptable level of foresight.

Accordingly, the president shall not cause or allow budgeting which:

1. Does not provide a priority motivated menu of Capital Outlay Funds to be requested for expenditure.
2. Plans the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period.

Higher Learning Commission Links:

Criterion 4: Sustainability: Institutional Effectiveness, Resources and Planning
Core Component 4.B: Resource Base and Sustainability

Policy History: This policy is reviewed annually.

July 7, 2025: Revised for accessibility format.

August 13, 2024: Reviewed

August 15, 2023: Reviewed

July 14, 2022: Reviewed

July 13, 2021: Reviewed

July 21, 2020: Reviewed

January 14, 2020: Reviewed

July 16, 2019: Reviewed

July 10, 2018: Reviewed

August 12, 2014: Reviewed

May 10, 2006: Reviewed

JULY 2025 MONITORING REPORT

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #1

Page 15

The President shall not cause or allow budgeting which:

Contains too little information to enable accurate projection of revenues and expenses, separation of capital and operational items, cash flow, and disclosure of planning assumptions.

CEO's Interpretation: The President should be cognizant and diligent in understanding projected revenues before finalizing expenses for next year's budget. Revenues and cash flow are monitored throughout the year to assure funds are available for expenses. Purchases are reviewed to assure they are recorded within the proper account.

Data directly addressing interpretation: Revenue projections are received through the various funding mechanisms. During the budget process, Projected Revenues and Revenue History are reviewed. Interpretation of these historical trends allows for analysis and projections for the upcoming year.

All purchases are reviewed to assure they are accounted for properly in the college accounting system. As per state statute, Capital Outlay Fund expenditures are limited to capital projects.

Planning assumptions are part of the budget planning process. Administrative decisions are the culmination of departmental and division input through the college planning process in regards to upcoming projects, program needs and increases in uncontrollable expenses.

Cash flows are monitored throughout the year. Cost center directors are able to access and review current expenditure information through the administrative software system at any time. The President's cabinet team monitors revenues, actual expenditures and remaining budgets available throughout the year.

EXECUTIVE LIMITATIONS

Annual

Budgeting/Financial Planning/Forecasting #2

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The President shall not cause or allow budgeting which:

Does not allow a review of estimated budget in detail and by department or cost center, in both percentages and dollars, of expenditures requested compared to the previous two years of budget requested.

CEO's Interpretation: Previous two years' revenues and expenses are considered when planning projected budgets.

Data directly addressing interpretation: The planning and budgeting process includes a review of the previous two years' revenues and expenses by cost center as well as historical trends on enrollment. These historical budget reports are available through the administrative software at all times. In-depth review at each level is done annually during the planning and budgeting process as outlined by the college's CFO. Budget requests and adjustments are completed through the budget and planning process annually with review of expenditures and budget done by department through the budget process.

Policy Title: Financial Condition

Policy Statement:

With respect to the actual, ongoing condition of the organization's financial health, the president shall not cause or allow the development of fiscal jeopardy or a significant deviation of actual expenditures from board priorities established in the ENDS policies.

Accordingly, the president shall not:

1. Exceed the working budget for the fiscal year (July 1 - June 30).
 - A. Fail to maintain a cash reserve of at least 20 percent.
 - B. Fail to maintain the capital improvement fund at \$250,000.
 - C. Fail to maintain reserves for use towards non-covered insurance claims.
2. Use cash reserves without prior board approval.
3. Fail to develop additional public and or private revenue sources.

Higher Learning Commission Links:

Criterion 4: Sustainability: Institutional Effectiveness, Resources and Planning
Core Component 4.B: Resource Base and Sustainability

Policy History: The policy is reviewed annually.

July 7, 2025: Revised for accessibility format.

August 13, 2024: Reviewed

August 15, 2023: Revised

July 14, 2022: Reviewed

July 13, 2021: Reviewed

July 21, 2020: Reviewed

July 16, 2019: Reviewed

July 10, 2018: Reviewed

May 10, 2006: Reviewed

July 14, 2015: Reviewed

JULY 2025 MONITORING REPORT

EXECUTIVE LIMITATIONS

Financial Condition

#1

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The President shall not exceed the working budget for the fiscal year (July 1 – June 30).

- a. Fail to maintain a reserve of at least 20 percent
- b. Fail to maintain the capital improvement fund at \$250,000

CEO's Interpretation: Cash reserves are necessary to protect the college in the event revenue payments are delayed. When presenting the working budget to the Board, the President provides documentation verifying a cash reserve of at least 20% in the General Fund and a minimum of \$250,000 in the Capital Outlay Fund.

Data directly addressing CEO's interpretation: The Board receives monthly revenue and expense reports which verify expenses have not exceeded the working budget. During the year, if revenues fall short of projections, necessary adjustments are made to expenses. The presentation of the annual audit, conducted by an outside auditor, includes verification of cash reserves.

General Fund: Estimated YE expenses are \$27,380,775. Estimated unencumbered cash/cash reserves as of 6-30-25 are \$6,362,979 or 23.24% of 2024-25 estimated year-end expenses.

Capital Outlay Fund:

Revenues were \$898,404. Expenses were \$479,695. The cash balance in the Capital Outlay Fund as of 6-30-2 is estimated to be \$845,461.

EXECUTIVE LIMITATIONS

Financial Condition

#2

ANNUAL

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The President shall not use cash reserves.

CEO's Interpretation: The cash reserve for the General Fund shall be no less than 20% of the General Fund expenditures and \$250,000 for the Capital Outlay Fund as identified by the Trustees in the Policy Governance document. The President must receive approval from the Board before cash reserves are used for one-time purchases or when cash reserves are used to offset expenses in the working budget.

Data directly addressing CEO's interpretation: The cash reserves in the General Fund on 6-30-25 are estimated to be \$6,362,979 which represents 23.24% of annual operating expenses.

The cash reserves in the Capital Outlay Fund on 6-30-25 is estimated to be \$845,461.

Cash reserves have not been used.

EXECUTIVE LIMITATIONS**ANNUAL****Financial Condition #3****Page 12****The President shall not fail to develop additional revenue sources for capital improvement projects.****CEO's Interpretation:**

The President must seek out other revenue sources for capital improvements and special projects. This includes benefactors, partnerships, grants and other external opportunities.

During this past year, funding has been secured towards capital improvement projects as well as towards equipment and partnerships. Outlined below is a summary of funds secured in the 2024-25 academic year.

- Finnup grant-- \$300,000 matching towards construction trades
- \$50,000- LiveWell for new campus quad message board
- \$2.1 million with Newman University for degree completion opportunities
- \$1 million with Newman in federal CDS funding for degree completion opportunities
- \$10,000 Commerce Bank for Art Kilns
- \$25,000 from City of Garden City AFAC funds for Adult Education
- \$300,000 donation from empirical foods for Industrial Machine Mechanic program
- Mary Jo Williams funds
- \$20,000 through KBOR Perkins reserve funds to serve students of special populations
- \$551,000 secured in tax credit donations towards the Construction trades project
- Initiated remodel of Spruce Street building to accommodate and meet growth demand of Adult education program-- \$1.1 million project completed through grant funds, state funds and private secured funds.

Policy Type: Executive Limitations

Policy Title: General Executive Constraints

Policy Statement:

The president shall not cause or allow any practice, activity, decision, or organizational circumstance, which is illegal, imprudent, or in violation of commonly accepted business and professional ethics.

1. An open climate in the decision-making process shall not be discouraged.
2. Actual financial conditions at any time shall not incur fiscal jeopardy or compromise board ENDS priorities.
3. Information and advice to the board will have no significant gaps in timeliness, completeness, or accuracy.
4. Compensation and benefits for staff shall not deviate significantly from market.
5. No fewer than two administrators will be informed of president and board matters and processes.
6. There shall be no conflict of interest in awarding purchases or other contracts.
7. The president shall not allow for purchases up to \$149,999 without first giving consideration to local (Finney County) businesses, with a maximum ten percent premium. Purchases directed by grant funds are excluded.
8. The president shall not initiate new programs or retain existing programs without consideration of cost-effectiveness and overall value.
9. The president shall not fail to provide redundancy and cross training which transitions leadership of the college in the event of a planned or unplanned departure.

10. The president shall not fail to insure a safe and healthy environment on campus.
11. The President shall not fail to have a college-wide strategic plan, focused on continuous improvements and financial planning; provide bi-annual updates to the board on strategic plan.

Higher Learning Commission Links:

Item 2:

Criterion 4: Sustainability: Institutional Effectiveness, Resources and Planning
Core Component 4.B: Resource Base and Sustainability

Item 4:

Criterion 4: Sustainability: Institutional Effectiveness, Resources and Planning
Core Component 4.C: Planning for Quality Improvement

Policy History: Item 7 is reviewed Bi-Annually. Item 8 is reviewed annually.

July 7, 2025: Revised for accessibility format.

February 20, 2025: Revised

August 13, 2024: Reviewed

February 20, 2024: Reviewed

November 14, 2023: Reviewed

August 15, 2023: Reviewed

April 18, 2023: Reviewed

October 18, 2022: Reviewed

March 8, 2022: Reviewed

January 12, 2021: Reviewed

March 9, 2021: Reviewed

October 19, 2021: Reviewed

October 13, 2020: Reviewed

July 21, 2021: Reviewed

November 11, 2020: Revised

January 14, 2020: Reviewed

July 16, 2019: Reviewed

December 11, 2018: Reviewed

July 10, 2018: Reviewed

June 27, 2017: Reviewed

May 10, 2006: Reviewed

July 2025 Monitoring Report

General Executive Constraints

EXECUTIVE LIMITATIONS

BI-ANNUAL

General Executive Constraints #7

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The President shall not allow for purchases \$25,000 and over require documentation of comparative prices without first giving consideration to local (Finney County) businesses, with a maximum ten percent premium.

CEO's Interpretation: Purchases over \$25,000 require competitive pricing and will be bid competitively, with preference given to the best bid. A local business being defined as one which is a Finney County taxpayer, will be considered with a 10% premium margin for purchases within the same defined budget range.

Data Directly addressing the CEO's Interpretation:

Purchases between \$100,000 and \$149,999 require documentation of comparative prices. Purchases of \$150,000 and over require a formal bid process. The Bid Sheet is reviewed by Accounts Payable to assure that college policy is being followed.

Purchases over \$10,000 made during the past six months were reviewed.

Purchases \$25,000 - \$99,999

5 required bid sheets

1 out of 5 was single source

1 out of 5 was a local vendor

Purchases \$100,000 - \$149,999 – no purchases

Purchases \$150,000 and over

1 required bid sheet

EXECUTIVE LIMITATIONS		ANNUAL
General Executive Limitations	#8	Page 9
The President shall not initiate new programs or retain existing programs without consideration of cost-effectiveness and overall value.		

CEO's Interpretation:

The president shall not initiate new programs or retain existing programs without consideration of cost-effectiveness and overall value.

Data directly addressing the CEO's Interpretation:

Program Startup

With all programs, but especially in technical programs, it is a standard practice to work closely with Finney County Economic Development Corporation (FCEDC) in determining community needs for new programs.

In addition to working with FCEDC, we also review local, state, and national labor data. Several new and expanded programs have been analyzed, reviewed, and presented to the GCCC board for approval this past year. Electrical technology and Registered Medical assistant were taken through the formal process and submitted to the board and to the state of Kansas for approval. With these programs, data from Chumera Economics & Analytics indicated positive long-term job growth over the next seven years inside the GCCC service area. This same report indicated the average to above-average wages in the program area. This job growth combined with industry stakeholder input demonstrates a true need within the community that the college can help meet. This need is a strong indicator of the overall value of the program offering and of potential enrollment and cost-effectiveness of the program. Additionally, there has been strong support from industry for both programs. An advisory committee has been formed for both programs which has provided input and direction into curriculum and outcomes for the program. Additionally, the board reviewed and approved expansion of the Construction Technology program to include additional certificates and an associate in applied science degree option in response to business and industry demand and enrollment interest.

For any new technical program to be eligible for state reimbursement and Perkins funding, we go through an application and approval process. The application requires us to present data demonstrating the projected need for the program, the extent of community support for the program, and the estimated costs of the program. This application goes for approval at the Kansas Board of Regents Technical Education Authority Curriculum Committee and the full Technical Education Authority before passing to the full Board of Regents for final approval. This application and approval process also requires that we demonstrate approval from our internal Curriculum and Instruction Committee, an Advisory Committee of local industry stakeholders, and the college's Trustees. In the interest of financial sustainability, we use this application and approval process as an opportunity to study financial feasibility and the cost-benefit analysis of new technical programs. Through this process, we must demonstrate the feasibility and the financial picture for the start-up and sustainability of the program.

Once approved at the KBOR level, the programs are submitted to the U.S. Department of Education to be listed for eligibility for financial aid as well as submitted to the Higher Learning Commission for notification with accrediting body.

We also endeavor to take on the cost of new programs through an entrepreneurial approach in cost sharing and seeking external funding for startup budgets. The initial costs for Electrical Technology, Registered Medical Assistant and Construction Technology have been incurred primarily through state and grant funds for faculty and equipment needs. The college has also been instrumental in developing partnerships, external funding and conducting a capital campaign towards Electrical and Construction Technology programs to assist with program start-up and expansion of facilities and equipment. .

Program Review

The primary mechanism for understanding and evaluating program cost is through the Program Review process. All academic programs go through this review process on a 5-year rotating schedule.

The Program Review process covers information on program fit to institutional mission, program quality, enrollment, external feedback, and resources. The resources information, specifically, asks for information on an analysis of resources including financial resources. The revenue analysis asks for five years of data on revenue from tuition, fees, and state aid. The expense analysis considers instructional expenses for salary and benefits.

The Program Review process begins at the department level with a writing team performing the in-depth self-study. This team is assisted by the Division Chair. The drafts of the self-study report go through an internal review process at the department level. In December, the Program and Department Review Committee performs additional review. Program Reviews are then sent to Cabinet for final approval, signatures, and archiving. It is at the Cabinet level where members discuss the financial feasibility of individual programs based on the revenue and expense analysis. The final step in the review process is a summary report to the Board of Trustees. Program viability is reviewed considering factors on enrollment, graduation/retention and transfer data, financial viability, and alignment to strategic plan as part of the overall review process.

Policy Title: Academic Advancement

Policy Statement:

Students desiring academic advancement will be prepared for successful transfer to other colleges and universities.

1. Students will have appropriate knowledge of transfer requirements.
2. Students will have the academic prerequisites sufficient for successful transfer.
3. Students will have opportunities for advanced degrees.

Higher Learning Commission Links:

Criterion 3: Teaching and learning for student success
Core Component 3.E Assessment of Student Learning

Policy History: This policy is reviewed annually.

July 7, 2025: Revised for accessibility format.

July 16, 2024: Reviewed

June 11, 2024: Reviewed

July 18, 2023: Reviewed

June 14, 2022: Reviewed

June 8, 2021: Reviewed

July 21, 2020: Reviewed

April 14, 2015: Reviewed

May 10, 2006: Reviewed

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

1. Students will have appropriate knowledge of transfer requirements.
2. Students will have the academic prerequisites sufficient for successful transfer
3. Students will have opportunities for advanced degrees.

CEO's Interpretation: During the 2024-2025 academic year, approximately 54% of GCCC degrees were awarded in transfer-oriented subjects, meaning students' intent was to transfer to a four-year university and pursue, at minimum, a Bachelor's degree. Serving these students effectively requires the College to monitor several key aspects of the student experience, particularly as it relates to how GCCC credits and a GCCC degree pairs with Bachelor's degree requirements throughout the state and how students are prepared for the transfer experience.

Indicators of successful academic transfer include:

- Students feel planning and advising is an important factor to their success.
- The College works to increase guaranteed transfer opportunities at the course, program, and state level.
- Students are able to transfer credits successfully to four-year universities.
- Students are academically prepared for success in four-year educational environments.

Each data point included below will be incorporated into the key performance indicators connected to the College's Strategic Plan.

Background Information - Initiatives Designed to Support Academic Advancement:

The College works continually to ensure its courses and program options are aligned at the state level, which helps students transfer seamlessly to four-year university options. This alignment is important as research shows students transferring from two- to four-year institutions can experience delays or "lose" credits because of misalignment. The College works to counteract this potential problem through a variety of initiatives:

New Academic Catalog

During the 2024-2026 catalog cycle, the College launched an electronic catalog format. This catalog does not have the same space constraints as the prior PDF version, meaning more information can be included for each program, including:

- Articulation agreements specific to program
- Information about Systemwide General Education within the state of Kansas
- Information (if applicable) about Systemwide Associate Degrees (SWADs) within the state of Kansas

In addition to links within every program page, the catalog also now contains the master list of articulation agreements, located here: <https://catalog.gcccks.edu/content.php?catoid=7&navoid=561>

Systemwide Associate Degrees (SWADs)

GCCC is participating in KBOR's Systemwide Transfer Degree programs. Students taking one of the five approved programs are guaranteed that *all* of their GCCC credits will transfer to a four-year university. GCCC offers these transfer programs in [Business](#), [Computer Science](#), [Elementary Education](#), [Pre-BS Nursing](#), and [Social Work](#). These opportunities are explained in the college catalog and on the KBOR website here: https://www.kansasregents.gov/academic_affairs/systemwide-transfer-degrees

Kansas Core Outcomes Group (KCOG)

One of the major projects the College has been involved with is the Kansas Core Outcomes Group project run through the Board of Regents. Each year, GCCC sends a team of faculty to discuss common learning outcomes for courses. Each year some courses are reviewed, and some are added, and once on the list, the courses are guaranteed to transfer seamlessly between any public two-year and four-year institution within the state. There are currently 126 courses on the seamless transfer list. GCCC offers 113 of these courses. An additional 6 courses are under consideration this coming Fall 2024. In addition to strong faculty leadership in this project, Marc Malone serves as a member of the Transfer and Articulation Council (TAAC), the KBOR group which governs this project.

Individual Articulation Agreements

The College continues to focus on articulation agreements that enable students to retain more credits as they transfer from a specific 2-year program to a 4-year program at a specific college or university, usually within Kansas. As part of the Title III HSI STEM grant, new articulation agreements have been signed in the fields of Robotics, Computer Science, and Agriculture.

Statewide General Education Framework

The College is participating in the Statewide General Education Framework. More information can found in the College catalog here: <https://catalog.gcccks.edu/content.php?catoid=7&navoid=560> and on the KBOR website here: https://www.kansasregents.gov/academic_affairs/general-education. **Guaranteed transfer of all general education credits within Kansas means that general education is the same at all public institutions across the state. Garden City Community College becomes the smartest financial decision any degree-seeking student in our region can make.** General Education requirements are embedded into each of our programs as a system of 7 "buckets." In each degree plan/semester course sequence, the general education courses are noted as "SGE 010" through "SGE 070." An example can be viewed here: https://catalog.gcccks.edu/preview_program.php?catoid=7&poid=626&returnto=526

Dual Advising Opportunities

Dual Advising provides students with an academic advisor at their four-year transfer institution in addition to their GCCC advisor. This helps ensure courses students take at GCCC count at the transfer institution, meaning students lose fewer credits in transfer.

Wichita State University

The College continues to improve opportunities for dual advising, specifically with data sharing agreements. If students complete the Transfer Intent form and select Wichita State University, GCCC

sends some basic student information to WSU and these students are automatically enrolled in dual advising.

Fort Hays State University

FHSU discontinued its general dual advising program as it transitioned to a centralized advising model. Leveraging our long-standing relationship with the university, we have been working on a data sharing agreement and dual advising model like WSU described above. When GCCC students complete the Transfer Intent form and select FHSU, GCCC will send some basic student information to FHSU, and the students will be automatically enrolled in dual advising with an advisor familiar with their transfer field. We are hoping this project will launch in Fall 2025.

Kansas State University

K-State continues to have its general DirectLink dual advising program, which GCCC promotes. More information can be found on the K-State website here: <https://www.k-state.edu/admissions/undergrad/manhattan/apply/transfer/tools/direct-link.html>

Supporting Data:

1. *Students will have appropriate knowledge of transfer requirements.*

GCCC students perceive advising services to be both necessary to and helpful for their long-term success. Each year the College surveys students on their experience at GCCC. The Spring 2025 Student Assessment of Services (SAS) report shows that:

- 83.26% of students rated their overall experience with advising as either “Excellent” or “Good” (compared to 73.54% the previous year).
- 92.50% agreed their advisor was “courteous and helpful” (compared to 92.58% the previous year).
- 79.9% indicated they see an advisor each semester before registering for classes (compared to 87.39% the previous year), a sign the students are getting the appropriate guidance needed to successfully complete their degree requirements at GCCC.
- 80.41% of students indicated they know what is required to complete their degree or certificate (compared to 74.67% the previous year).
- 53.61% indicated they know where to get more information about transferring to a university (compared to 50.22% the previous year).

Table 1 below shows the number of students transferred to state universities from GCCC for students starting in the Fall 2022 cohort.

Table 1: GCCC Transfer Students by Transfer Institution—Fall 2023 Cohort

Transfer Institution	Fall 2023 Cohort	Fall 2022 Cohort	Fall 2021 Cohort	Fall 2020 Cohort
Emporia State University	3	2	2	3
Fort Hays State University*	14*	23*	6*	46

Kansas State University	30	37	28	26
Pittsburg State University	1	2	1	5
University of Kansas	15	10	6	4
Wichita State University	34	26	28	32
Totals	98	77	65	116

* FHSU did not submit a complete transfer file to KBOR for the Fall 2021, Fall 2022, or Fall 2023 cohorts so this data is likely artificially lowered.

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

One measure of student knowledge about transfer requirements is the number of credit hours students transfer from GCCC to four-year institutions in the state, shown in Table 2 below (Fall 2023 cohort). Generally, the closer a college's number is to 60 credits, the stronger the transfer program. On average, GCCC students transferred 54.5 credits to these schools (56.3 in previous year), placing GCCC above the median transfer credit hour of 44.65 and second in the state (first in previous two years). The lowest was from Cloud County Community College at 34.58 credit hours. Generally, all institutions are doing a better job with transfer. The Fall 2022 cohort's lowest average credits was Independence Community College at 26.6 credit hours. The Fall 2022 cohort's median was 46.8 compared to Fall 2023's median of 44.65.

Table 2 below shows the average number of community college credits that were transferred and transcribed for the Fall 2023 cohort.

	Emporia	Fort Hays	K-State	Pittsburg	KU	Wichita	Avg. Credits	Rank
Labette Community College	^	^	^	46.2	65.4	54.9	55.50	1
Garden City Community College	^	65.8	44.7	^	53	54.5	54.50	2
Seward County Community College	^	58	48.2	53.2	55.3	41.6	51.26	3
Hutchinson Community College	51.8	67.7	44.1	^	43.3	46.5	50.68	4
Colby Community College	^	54	43.3	^	^	54.3	50.53	5
Coffeyville Community College	^	^	58.2	50.1	36.4	49.7	48.60	6
Dodge City Community College	^	38.9	42.9	^	^	63.2	48.33	7
Cowley Community College	51.8	56.4	38	^	38.9	52.1	47.44	8
Butler Community College	53.3	47	38.5	39	45.4	48.2	45.23	9
Barton Community College	^	50.6	41.1		42.6	44.3	44.65	10
Johnson County Community College	47.8	30.3	37.5	40.2	47.3	48.2	41.88	11
Kansas City Kansas Community College		^	42.7	36	43.9	41.6	41.05	12
Highland Community College	43.1	^	36.9	^	44.5	38.8	40.83	13
Fort Scott Community College	^		37.3	54.3	24.8	46.2	40.65	14
Allen Community College	43.6	42	37.8	46.2	32.9	41.1	40.60	15
Independence Community College	38.1	^	^	41.8	^	39.7	39.87	16

Neosho County Community College	52.5	^	23.2	44.6	31.6	44	39.18	17
Pratt Community College		25.6	44.5	^	^	45.6	38.57	18
Cloud County Community College	^	33	40.1	^	30.2	35	34.58	19

**FHSU did not submit a complete transfer file to KBOR for the Fall 2023 cohorts.*

3. Students will have the opportunities for advanced degrees.

In addition to the ease of transfer discussed above, one of the most important elements of students having opportunities for advanced degrees **is effective preparation for the rigor of those degrees**. The college measures our effectiveness here in terms of student GPA *after* they transfer to a four-year university (Table 3 below) and the percentage of students who pass all credit hours taken at their four-year transfer university (Table 4 below). It is important to note that this data is based on each cohort or “set” of students who transfer, so it can fluctuate widely by year.

GPAs After Transfer: Table 3 Below

Table 3 on the following page shows the average GPA of GCCC students as they transfer to each of the four-year universities. The table also shows average GPAs for students who started as freshmen at that university. Based on Fall 2023 data from KBOR, GCCC average student GPAs are in line with the mean and the median GPAs of students who transfer to four-year universities from other community colleges in the state. In some cases, they are higher to the mean GPA for students who started as freshmen at the University.

Percentage of Credit Hours Passed: Table 4 Below

Another element of the effective preparation of a GCCC degree in transfer is the percentage of students who pass all credit hours taken at their four-year transfer university (Table 4 below). On average, GCCC transfer students passed 64.9% of their credit hours with a C or higher (66% in previous year).

Generally, this data shows GCCC students have significant success upon transfer to a four-year university. The College has identified areas for improvement and will work on plans for longitudinal increased success.

Table 3 below shows average GPAs for students from the Fall 2023 cohort who transferred to a four-year university from a community college; it also shows average GPAs of students who started at those universities as first-time freshmen

	Emporia	Fort Hays	K-State	Pittsburg	KU	Wichita	CC Average GPA	Rank
Colby Community College	^	3.34	3.05	^	^	3.88	3.42	1
Kansas City Kansas Community College		^	3.29	3.62	3.28	3.39	3.39	2
Johnson County Community College	3.58	3.52	3.19	3.34	3.32	3.40	3.39	3
Cowley Community College	3.50	3.36	3.18	^	3.17	3.12	3.27	4
Labette Community College	^	^	^	3.42	3.24	3.14	3.26	5
Highland Community College	3.42	^	2.85	^	3.15	3.48	3.22	6
Hutchinson Community College	3.35	3.52	3.02	^	3.15	2.94	3.20	7
Neosho County Community College	2.99	^	3.34	3.40	3.14	3.04	3.18	8
Dodge City Community College	^	3.41	3.07	^	^	3.04	3.18	9
Allen Community College	3.30	3.12	3.23	3.02	3.15	3.22	3.17	10
Cloud County Community College	^	3.19	2.98	^	3.62	2.87	3.17	11
Butler Community College	3.50	3.25	2.98	3.11	2.97	2.97	3.13	12
Barton Community College	^	3.15	3.14		2.96	3.18	3.11	13
Fort Scott Community College	^		3.33	3.13	2.60	3.31	3.09	14
Pratt Community College		3.44	3.04	^	^	2.33	2.94	15
Garden City Community College	^	3.08	3.08	^	2.62	2.91	2.92	16
Seward County Community College	^	3.03	3.03	2.97	2.28	2.95	2.85	17
Independence Community College	2.32	^	^	2.95	^	3.27	2.85	18
Coffeyville Community College	^	^	2.53	2.76	2.99	2.48	2.69	19

Comparison Groups

First Time Freshmen	3.20	3.29	3.11	3.00	3.22	2.63
Mean all CCs	3.25	3.28	3.08	3.17	3.04	3.10
Median all CCs	3.39	3.29	3.07	3.12	3.15	3.12
GCCC	^	3.08	3.08	^	2.62	2.91

Table 4: Percent of community college students who passed all credit hours at four-year universities

	Emporia	Fort Hays	K-State	Pittsburg	KU	Wichita	Average
Allen Community College	82.4%	66.7%	91.3%	90.0%	76.5%	80.0%	81.2%
Barton Community College	^	82.4%	74.6%		70.0%	84.0%	77.8%
Butler Community College	88.6%	88.2%	79.2%	62.5%	83.3%	73.8%	79.3%
Cloud County Community College	^	80.0%	75.6%	^	100.0%	70.4%	81.5%
Coffeyville Community College	^	^	63.6%	62.5%	85.7%	56.3%	67.0%
Colby Community College	^	69.2%	90.5%	^	^	100.0%	86.6%
Cowley Community College	63.6%	100.0%	90.5%	^	100.0%	78.5%	86.5%
Dodge City Community College	^	61.5%	81.5%	^	^	80.0%	74.3%
Fort Scott Community College	^		100.0%	76.6%	55.6%	80.0%	78.1%
Garden City Community College	^	42.9%	80.0%	^	60.0%	76.5%	64.9%
Highland Community College	83.3%	^	73.3%	^	75.0%	90.0%	80.4%
Hutchinson Community College	93.3%	70.0%	75.8%	^	66.7%	76.4%	76.4%
Independence Community College	57.1%	^	^	78.6%	^	78.6%	71.4%
Johnson County Community College	87.8%	60.0%	84.8%	74.4%	82.6%	87.8%	79.6%
Kansas City Kansas Community College		^	86.7%	100.0%	80.9%	88.2%	89.0%
Labette Community College	^	^	^	82.5%	80.0%	75.0%	79.2%
Neosho County Community College	72.7%	^	81.3%	86.1%	100.0%	75.0%	83.0%
Pratt Community College		60.0%	66.7%	^	^	60.7%	62.5%
Seward County Community College	^	85.7%	78.6%	80.0%	50.0%	78.9%	74.6%

**FHSU did not sub a complete transfer file to KBOR, so this data may be artificially altered.*

Policy Title: Asset Protection

Policy Statement:

Assets shall not be unprotected, inadequately maintained, or unnecessarily risked.

Accordingly, the president shall not:

1. Fail to insure against property and casualty losses (including cyber technology risks) or against liability losses to board members, staff, or the organization itself in an amount prudent and advisable under Kansas law.
2. Allow unbonded personnel access to significant amounts of funds.
3. Fail to provide proper oversight of physical plant.
4. Unnecessarily expose the organization, its board, staff, or students to claims of liability.
5. Make any purchase between \$50,000 to \$149,999 without competitive pricing and due consideration regarding cost, quality, and service, and/or utilize cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interests; and (b) over \$150,000.
6. Make any purchase over \$150,000 without competitive pricing and due consideration regarding cost, quality, and service, and/or utilize cooperative contracts established by purchasing cooperatives that are deemed to be in the College's best interests.
7. Receive, process, or disburse funds under controls which are insufficient to meet the auditor's standards.
8. Dispose of assets valued over \$50,000.
9. Fail to evaluate and act urgently in emergencies to maintain asset protection.

Higher Learning Commission Links:

Criterion 4: Sustainability: Institutional Effectiveness, Resources and Planning
Core Component: 4.B Resource Base and Sustainability

Policy History: This policy is reviewed annually.

July 7, 2025: Revised for accessibility format.

February 20, 2025: Revised

July 16, 2024: Revised

July 18, 2023: Revised

February 21, 2023: Reviewed

June 14, 2022: Revised

June 8, 2021: Reviewed

January 12, 2021: Reviewed

June 9, 2020: Reviewed

January 14, 2020: Reviewed

October 11, 2016: Reviewed

May 10, 2006: Reviewed

Policy Title: Compensation/Benefits

Policy Statement:

With respect to employment, compensation, and benefits to employees, consultants, contract workers, and volunteers, the president shall not cause or allow fiscal integrity or public image to be jeopardized.

Accordingly, the president shall not:

1. Change his or her compensation or benefits.
2. Promise or imply permanent or guaranteed employment.
3. Establish compensation and benefits which:
 - a. Deviate significantly from the geographic area or market for the skills employed.
 - b. Create obligations over a longer term than revenues can be safely projected and in all events subject to losses of revenue.
4. Create an employment contract, as defined herein, without legal counsel review and board approval. Employment contract shall mean a contract with a term of (1) year or more, with an annual renewal term, or with a continuing contract right under Kansas law.

Higher Learning Commission Links:

Criterion 2: Integrity: Ethical and Responsible Conduct

Core Component: 2.A Integrity

Policy History: The policy is reviewed annually.

July 7, 2025: Revised for accessibility format.

July 16, 2024: Reviewed

July 18, 2023: Reviewed

June 14, 2022: Reviewed

June 8, 2021: Reviewed

June 9, 2020: Reviewed

June 11, 2019: Reviewed

November 13, 2018: Revised

July 8, 2014: Reviewed
June 21, 1999: Reviewed

Instructional Services, July 2025

Orchestra

The Southwest Kansas Youth Orchestra Summer Camp is designed to give beginning through advanced students opportunities to play and grow on their stringed instruments through group rehearsals, private study, and working with professional musicians throughout Western Kansas. Students are attending camp from 9:00 am to 3:00 pm July 7th-11th, with a culmination concert at 2:00 pm on Friday, July 11th in the KCB Bank Auditorium. This concert included beginning string players all the way through graduating seniors entering their first year in college.

Division Chair

Sean Boller will serve as the new Division Chair for Humanities and Fine Arts starting in Fall 2025. Instructional Services thanks Brian McCallum for his many years of service to the Division.

KBOR Representation

Dr. Marc Malone has been selected to serve a two-year term as Representative to KBOR's System Council of Chief Academic Officers (SCOCAO) meeting, which meets as a part of the monthly KBOR meetings in Topeka. SCOCAO was established in 2002 and is comprised of chief academic officers (CAOs) of the state universities and five representatives from two-year colleges. SCOCAO reports monthly to the System Council of Presidents.

Nursing Grant

The college was awarded \$50,000 in funds for the fiscal year 2026 Kansas Nursing Grant. The funds, combined with matching on-campus funds, will be used to upgrade the nursing department's current mannequin/simulators. This will enable more advanced clinical scenarios performed in the on-campus simulation lab.

HUMAN RESOURCES JULY 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 July 9, 2025, there are 18 open positions. To date, we have hired three (3) employees, had zero (0) internal transfer, and five (5) resignations/separations.

Open Positions

i. Administrative Services

- a) Skilled Maintenance (HVAC)
- b) Administrative Assistant for IT
- c) Annual Giving and Alumni Relations Office Coordinator

ii. Student Services

- a) Student Support Services Advisor
- b) Financial Aid/Records Office Assistant

iii. Athletics

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

iv. Instructional Services

a) Full-Time

- 1) Assistant Professor of Fire Science
- 2) Assistant Professor of Electrical Engineering
- 3) Industrial Machine Maintenance Instructor
- 4) Penka Building Secretary
- 5) Assistant Professor of Computer Science

b) Part-Time

- 1) Fire Science Adjunct Instructor
- 2) Languages Adjunct Instructor
- 3) Adult Basic Education Instructor
- 4) Adult Basic Education Tyson Instructor
- 5) Library Assistant
- 6) Industrial Machine Maintenance Adjunct Instructor

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.

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.

Employee Handbook

- a) Human Resources is working on creating and updating the employee handbook that was last revised in 2021.

Fall In-Service

- a) Human Resources is working collaboratively with the President’s office on the upcoming Fall In-Service.

Facilities Department Board Report: April 2025

The Facilities Department continues to make significant progress on key initiatives and routine operations, ensuring a well-maintained environment for the GCCC campus community.

Spruce Street Education Center Remodel

The remodel of the Spruce Street Education Center is nearing completion. Furniture installation is complete, and contractors are conducting final cleaning and paint touch-ups. The Information Technology department has begun installing access points and essential computer hardware, paving the way for the building's occupancy in August.

Summer Projects and Campus Maintenance

Our teams are completing various summer projects, including essential repairs and renovations to student housing, campus buildings, and other Garden City Community College (GCCC) properties. We are diligently addressing ongoing maintenance needs, supporting campus events, and ensuring seamless transportation services.

Maintenance Highlights

The Maintenance division has successfully addressed numerous work orders and performed proactive repairs across campus. Notable completions include:

- **West Hall Plumbing:** Completed plumbing repairs in West Hall drains
- **Kitchen Equipment:** Installed new inside and outside cooling units for the walk-in cooler and freezer. Also installation of new garbage disposals and drain lines in the kitchen.
- **Joyce Fine Arts & JCVT:** Applied new epoxy flooring in the ceramics classroom and Meats lab.
- **Storage Solutions:** Placed storage containers at the softball facilities and for the Meats program to meet their storage requirements.

Grounds Team Activities

The Grounds team continues its summer lawn care routine. Irrigation and landscaping efforts are ongoing across the quad, the SCSC building, and other campus areas. They have successfully repaired a main line irrigation leak at the DPAC and have commenced landscaping installation in front of the SCSC/Administration building.

Reservations/Office Management

The Reservations/Office Management team has scheduled bookings for several external events scheduled during the summer semester, contributing to both community engagement and revenue generation. They are also processing outside group reservations for the fall semester.

Custodial Services

Custodial services have provided essential support for numerous campus events, including comprehensive setup and tear-down. Routine cleaning and upkeep are ongoing across campus, and summer deep cleaning projects are nearing completion.

Transportation

The Transportation department continues to perform preventive maintenance and off-season repairs on our buses and fleet vehicles. We have received a second Hybrid Toyota Camry and six Highlander SUVs. Planning is underway to auction several used fleet and program vehicles in the near future.

ADMISSIONS

-New Campus Visit Coordinator, Taylor Deniston, started July 7, 2025.