

Garden City Community College

August 18, 2026

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, August 18, 2026**. 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, August 18, 2026.

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. Five-Year Non-Academic Program Review: Student Support Services
- D. 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

- A. Approval of minutes of previous meetings 7.14.26 and 8.12.26page 5
- B. Approval of personnel actions – Human Resourcespage 12
 - B-1. Human Resources Reportpage 13
 - B-2. Adjunct/Outreach Contractspage 14
- C. Financial Informationpage 19
 - C-1 Checks Processed in excess of \$50,000page 20
 - C-2. Revenues
 - C-3. Expenses
 - C.4 Cash in Bankpage 21

III. CONFIRMATION OF MONITORING REPORTS

- A. Monitoring Reports and ENDS – Consensus Approval
 - A-1. Board Job Description #8.....page 22
- B. Review Monitoring Reports
 - B.1. Annual, Missionpage 25
 - B-2. Annual, Budgeting/Financial Planning/Forecasting #1 and 2page 26
 - B.3. Annual, Financial Conditionpage 27
 - B-4. Bi-Annual, Executive Constraints #7 and #8page 28

IV. OTHER

- E. President’s Report
- F. Upcoming Board Meeting Dates/Times
- G. Incidental Information.....page 30
- H. Board Evaluation Form update
- I. Reports From FCEDC
- J. Report from KACC

V. OWNERSHIP LINKAGE

Upcoming Calendar Dates

August 19, 2026, Chamber Breakfast, Refinery, 7:30 am
August 21-22, 2026, Volleyball Scooters Tournament: Home
 Men’s Soccer vs Northeastern Junior College, 3:30 pm
 Women’s Soccer vs Redlands Community College, 6:00 pm
August 26, 2026, Men’s Soccer vs Trinidad State College, 3:30 pm
 Women’s Soccer vs Trinidad State College, 5:00 pm
August 29, 2026, Football vs Independence, 10:00 Tailgate, 11:00 Game
September 3, 2026, Women’s Soccer vs Mineral Area College, 5:00 pm
 Men’s Soccer vs Mineral Area College, 7:00 pm
September 5, 2026, Women’s Soccer vs Western Nebraska Community College, 1:00 pm
 Men’s Soccer vs Western Nebraska Community College, 3:00 pm
September 7, 2026, Labor Day – Campus Closed
September 9, 2026, Volleyball vs Dodge, 6:00 pm
September 11, 2026, 911 Observance, 9:00 am
September 12, 2026, Volleyball vs Butler, 2:00 pm
 Women’s Soccer vs Barton Community College, 12:00 pm
 Men’s Soccer vs Barton Community College, 2:00 pm
September 14, 2026, September Board Meeting, 5:00 Dinner, 6:00 Meeting
September 16, 2026, Chamber Breakfast, Refinery, 7:30 am
 Women’s Soccer vs Seward County, 5:00 pm
 Men’s Soccer vs Seward County, 7:00 pm
September 18, 2026, Men’s Soccer vs Kansas Wesleyan University, 4:00 pm
September 19, 2026, Football vs Ellsworth, 10:00 Tailgate, 11:00 Game

Upcoming Calendar Dates continued:

September 23, 2026, Volleyball vs Barton, 6:00 pm

Women's Soccer vs Cowley County Community College, 5:00 pm

Men's Soccer vs Cowley County Community College, 7:00 pm

September 26, 2026, Volleyball vs Hutchinson, 2:00 pm

September 28, 2026, Men's Soccer vs Lamar Community College, 5:00 pm

October 13, 2026, October Board Meeting, 5:00 Dinner, 6:00 Meeting

October 20-24, 2026, ACCT 2026 Leadership Congress, Chicago, IL

Fall 2026 Advisory Board Meetings				
Date	Program	Time	Location	Trustee
9/3/2026	Industrial Maintenance	11:30 am - 1:00 pm	Omar D. Angeles Endowment Room	Bob Larson
9/17/2026	Department of Public Safety	11:30 am - 1:00 pm	Omar D. Angeles Endowment Room	David Rupp
9/18/2026	Computer Science	12:00 pm - 1:00 pm	Omar D. Angeles Endowment Room	Jean Clifford
9/22/2026	Construction Tech	11:30 am - 1:00 pm	BTSC Kinney Room 1103	David Rupp /Reynaldo Mesa
10/7/2026	Electrical Tech	12:00 - 1:00 pm	BTSC Kinney Room 1103	Reynaldo Mesa
10/8/2026	Early Childhood	11:30 am - 1:00 pm	Omar D. Angeles Endowment Room	Jean Clifford
10/12/2026	Cosmetology	11:30 am - 1:00 pm	PENKA Building; Room TBD	Merilyn Douglass
10/21/2026	Automotive Tech	11:30 am - 1:00 pm	BTSC Kinney Room 1103	Bob Larson subbing in for Shanda Smith during ACCT Conference
10/23/2026	Allied Health	11:30:00 AM - 1:00 PM	PENKA Building; Room TBD	David Rupp subbing in for Merilyn Douglass during ACCT Conference
11/5/2026	John Deere	11:30 am - 1:00 pm	Annex 1001	David Rupp
11/13/2026	Robotics	11:30 am - 1:00 pm	Omar D. Angeles Endowment Room	David Rupp
11/18/2026	AG/ANSI/CROP	5:00 pm - 6:30 pm	JCVT 1302	David Rupp
11/19/2026	Nursing	3:30 pm- 4:30 pm	PENKA Building; Room TBD	Merilyn Douglass
12/8/2026	Drone UAST	11:30-1:00	Omar D. Angeles Endowment Room	Reynaldo Mesa
12/10/2026	Welding	11:30 1:00	Welding Building	Bob Larson

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*

Board of Trustees Agenda August 18, 2026

GCCC Board of Trustees

Date: July 14, 2026

Location: Omar D. Angeles Endowment Room

Chair: Shanda Smith

Recorder: Jodie Tewell

Attendance:

Trustees Present:

Shanda Smith, Chair

David Rupp, Vice Chair

Dr. Merilyn Douglass, Trustee

Bob Larson, Trustee

Reynaldo Mesa, Trustee

Trustees Absent:

Jean Clifford, Trustee

Others Present:

Dr. Ryan Ruda, President

Karla Armstrong, Vice President for Administrative Services/CFO

Colin Lamb, Vice President for Student Services and Athletics

Jodie Tewell, Executive Assistant to the President

Madilyn Limberg, Executive Director, Marketing and PR

Oscar Rivera, Computer Support Specialist

Jarely Orozco, Help Desk Administrator and Level 1 Tech Coordinator

Ada Herrera, Computer Support Specialist

Claudia Horney, Director of Adult Education and Literacy Program

Chuck Pfiefer, Dean of Technical Education and Workforce Development

Samantha Sanger, Director of Institutional Effectiveness/Accreditation Liaison Officer

Matt Horney, Community Member

Meghan Flynn, Garden City Telegram Reporter

Key Actions and Motions

- Consent Agenda: Approve as presented minus Item D. Revenue Neutral Rate Intent.

Motion: Merilyn Douglass | **Second:** Reynaldo Mesa | **Vote Carried:** 5-0

- Approval of Item D. Revenue Neutral Intent
Motion: David Rupp| **Second:** Bob Larson| **Vote Carried:** 5-0
- Monitoring Reports: Approved reports as presented
- Review of Monitoring Reports: Consensus - no changes
- Strategic Plan Update: Information presented by Samantha Sanger
- Website Update: Information presented by Madilyn Limberg

Highlights & Reports

Chair Comments: Chair Smith welcomed Dr. Lance Hawvermale.

New Employees: No introductions

Non-Academic Program Review, GCCCA: Claudia Horney, Director of Adult Education and Literacy Program, reported on student success, enrollment, multilingual services, online GED, outcomes, and community impact. Reviewed alignment with GCCC mission, KPIs/SLOs, and major projects (new facilities, RFP, data system transition). Goals: advisory board, stronger student transfer pathways, expanded IET opportunities, and continued partnerships/outreach.

Dr. Ruda reported that GCCCA served 750 students last year and remains a key pipeline to GCCC. Highlighted a new Kansas Health Foundation-funded brochure to increase program awareness.

Open Comments: None

Consent agenda:

David Rupp requested to pull Item D. Revenue Neutral Intent

Move to approve the consent agenda as presented minus Item D. Revenue Neutral Rate Intent.

Motion: Marilyn Douglass

Second: Reynaldo Mesa

Ayes: Smith, Rupp, Douglass, Mesa, Larson

Nays: None

Motion Carried: 5-0

Item D. Revenue Neutral Rate

The estimated valuation for the 2027 Budget is \$657,163,192 less the TIF/RHID Current Assessed Valuation of \$36,429,398. The net estimated valuation is \$620,733,794. This totals an estimated valuation increase of \$2,711,556. At the current mill levy, this would result in an estimated General Fund increase of \$77,615 and a Capital Outlay increase of \$4,190.

If the Board chose to remain revenue neutral, we would not see a gain in the General Fund or Capital Outlay. We will not be able to adjust the budget without exceeding the Revenue Neutral Rate. This has nothing to do with the mill levy. This does not change the mill levy but allows the mill levy to apply to new property evaluations.

The intent is to keep a flat mill levy. This can impact state funding by about \$900,000.

Move to approve the Intent to Exceed the Revenue Neutral Rate.

Motion: David Rupp

Second: Bob Larson

Ayes: Smith, Rupp, Douglass, Mesa, Larson

Nays: None

Motion Carried: 5-0

Monitoring Reports:

A.1 Annual Mission Statement:

A.2 Annual, Budgeting/Financial Planning/Forecasting #1 and #1:

A.3 Annual, Financial Condition

A.4 Bi-Annual, Executive Constraints #7 and #8

Approve reports as presented.

Review of Monitoring Reports

B.1 Annual, Asset Protection: Consensus to keep the report as written.

B.2 Annual Compensation and Benefits: Consensus to keep reports as written.

B.3. Annual, Academic Advancement:

Trustees discussed student counseling, KPIs, transfer pathways, opportunities for advanced degrees, and trained advisors that keep students on track.

Recommend no changes in language.

President's Report: Dr. Ruda provided updates on deferred maintenance and campus projects, including Student Services exterior repairs from hail damage. Patio project (initiated by PTK) and outdoor classroom project are progressing. Street improvements, football field lighting replacement, and north end zone goal post replacement are underway. Students return in one month

Strategic Planning Presentation: Samantha Sanger reported on the new strategic plan which is the guiding document for the institution. Highlighted changes, Pillars, and KPIs. (Document filed with official minutes.)

GCCC Website Update:

Madilyn Limberg provided an overview of the college's website redesign. Website launch is scheduled for August 23, 2026.

FCEDC: Trustee Rupp reported on the handout presented to Trustees: social media posts and stories. KSN is doing highlights on the drone program. The summit of the data center. Lona Duvall will be a panelist. (Handout filed with official minutes.)

KACC: Trustee Douglass provided a summary of July meeting. Approved the bylaw changes to allow technical colleges to join KACC. Three community colleges hired new presidents. Economic Impact Study approved. Each Gubernatorial candidate has spoken to the group.

Heather Morgan submitted the KACC Budget to KBOR. Work continues to introduce Performance-based Funding considerations to the 2027 legislature's Higher Education Committee.

Next meeting August 2 -3 at Barton Community College.

Ownership Linkage

Accolades to the college for allowing a bus and driver for the Wind Baseball team.

Discussed calendar dates.

ACCT conference:

Merilyn and Steve Douglass

Shanda Smith

Jean and Bill Clifford

Advisory Board Meetings:

Reynaldo for electrical tech

Reynaldo – construction board

Adjournment

Time: 7:35 pm

Approval Signatures:

Jodie Tewell, Deputy Clerk: _____

Dr. Ryan Ruda, President: _____

Mrs. Shanda Smith, Chairman of the Board: _____

Garden City Community College

Board of Trustees Budget Retreat

Wednesday, August 12, 2026

Trustees Present: David Rupp, Vice Chair
Merilyn Douglass, Trustee
Jean Clifford, Trustee
Bob Larson, Trustee via phone call
Reynaldo Mesa, Trustee

Absent: Shanda Smith, Chair

Others Present: Dr. Ryan Ruda, President
Karla Armstrong, CFO, Vice President of Administrative Services
Colin Lamb, Vice President of Student Services
Dr. Lance Hawvermale, Vice President of Instructional Services
Jodie Tewell, Executive Assistant to the President
Craig Lurtz, Director of Facilities
Casey Russell, Executive Technology and Innovation Officer

Call to Order:

Vice Chair Rupp called the meeting to order at 8:00 am.

Board of Trustees Budget Retreat:

GCCC Administration provided an update on the Master Facilities Plan and reviewed state and federal funding considerations related to the FY 2026-2027 budget.

No Action Taken.

Adjournment:

Vice Chair Rupp adjourned the meeting at 11:07 am

Signature: _____

David Rupp

Vice Chair of the Board of Trustees

Signature: _____

Dr. Ryan Ruda

Secretary for the Board

Signature: _____

Jodie Tewell

Deputy Clerk

Meeting of Trustees

August 12, 2026

Date: August 12, 2026

Agenda No: II -B

**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, transfer/promotion as reported by the Office of Human Relations.

Board Action Taken: ___Approved ___Disapproved
 ___Ayes ___Nays ___No Action

Board Member Notes:

Board of Trustees Agenda August 12, 2026



August 12, 2026

To: Board of Trustees

From: Tricia Sayre, Human Resources/Payroll Generalist

New Hires:

Larry Teague, 2nd Assistant Women's Basketball/Residential Life Coach, effective August 3, 2026

Jessica Carlisle, Assistant Professor of Nursing LPN, effective, August 10, 2026

Barbara Hernandez, Fine Arts Building Secretary, effective, August 10, 2026

Tanner Meier, Assistant Rodeo Coach, effective, August 10, 2026

Lupita Tomas, Maintenance, effective, August 10, 2026

Internal Transfers:

Jared Powers, Part-Time Digital Media Specialist, effective, August 5, 2026

Resignations/Separations/ Retirement:

Glenda McDermott-Owen, ELA Instructor, effective, July 29, 2026

Eidy Flores, Math and Science Building Secretary, effective, July 31, 2026

Matthew McGrory, Associate Professor of Music, effective, July 31, 2026

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 08/11)2026)

INSTRUCTOR	CLASS	AMOUNT
Beck, Harley	First Aid HPER-109-40/HS - 2.00 credit hour(s) 2.00 credit hour(s) X \$721.00 = \$1442.00 07/06/2026 - 07/31/2026 11-00-0000-11070-5260	\$1,442.00
Carr, Stacey	Interpersonal Communication COMM-103-01/HS - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 07/31/2026 11-00-0000-11022-5230	\$2,400.00
Carr, Stacey	Intercultural Communication COMM-201-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 07/31/2026 11-00-0000-11022-5230	\$2,400.00
Cundiff, Cody	General Psychology PSYC-101-52/56 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 08/07/2026 11-00-0000-11060-5230	\$2,400.00
Cundiff, Cody	General Psychology PSYC-101-41 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 07/31/2026 11-00-0000-11060-5230	\$2,400.00
Fairbanks, Johnathan	Argument and Critical Thinking PHIL-103-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$721.00 = \$2,163.00 07/06/2026 - 07/31/2026 11-00-0000-11023-5260	\$2,163.00
Gigot, Jeremy	American Government POLS-105-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 07/31/2026 11-00-0000-11060-5230	\$2,400.00

**GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS**
(Presented to Board of Trustees for Approval 08/11)2026)

Greathouse, Lachele	Intro Computer Concepts & Appl CSCI-110-52/55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$721.00 = \$2,163.00 07/06/2026 - 07/31/2026 11-00-0000-11010-5260	\$2,163.00
Harbin, Renee	Management BSAD-122-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 08/07/2026 11-00-0000-11010-5230	\$2,400.00
Harbin, Renee	Marketing BSAD-123-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 07/31/2026 11-00-0000-11010-5230	\$2,400.00
Hunter, Lauren	Introduction to Business BSAD-101-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$721.00 = \$2,163.00 07/06/2026 - 07/31/2026 11-00-0000-11010-5230	\$2,163.00
Knutson, Michael	Art Appreciation ARTS-120-51/56 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 08/07/2026 11-00-0000-11020-5230	\$2,400.00
Knutson, Michael	Art Appreciation ARTS-120-01 - 3.00 credit hour(s) 1/2 of 3.00 credit hour(s) X \$800.00 = \$1200.00 07/06/2026 - 07/31/2026 11-00-0000-11020-5230	\$1,200.00
Koehling, Tony	Theory & Technique of Football HPER-180-01 - 2.00 credit hour(s) 2.00 credit hour(s) X \$721.00 = \$1442.00 07/06/2026 - 07/31/2026 11-00-0000-11070-5260	\$1,442.00
Lamb, Winsom	Social Problems SOC1-204-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 07/31/2026 11-00-0000-11060-5230	\$2,400.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 08/11)2026)

Lewton, Andy	Lifetime Fitness HPER-121-51/55 - 2.00 credit hour(s) 2.00 credit hour(s) X \$800.00 = \$1600.00 07/06/2026 - 07/31/2026 11-00-0000-11070-5230	\$1,600.00
Lubin, Rose	Basic Life Suport EMT-105-01 - NON CREDIT - 5 hours 5 contact hour(s) \$35.00 = \$175.00 7/11/2026 14-00-8004-12202-5270	\$175.00
Lubin, Rose	Basic Life Suport EMT-105-02 - NON CREDIT - 5 hours 5 contact hour(s) \$35.00 = \$175.00 7/18/2026 14-00-8004-12202-5270	\$175.00
Lubin, Rose	Basic Life Suport EMT-105-03 - NON CREDIT - 5 hours 5 contact hour(s) \$35.00 = \$175.00 7/25/2026 14-00-8004-12202-5270	\$175.00
McCallum, Brian	Art Appreciation ARTS-120-01 - 3.00 credit hour(s) 1/2 of 3.00 credit hour(s) X \$800.00 = \$1200.00 07/06/2026 - 07/31/2026 11-00-0000-11020-5230	\$1,200.00
McVey, Jaime	Basic Nutrition HPER-115-51- 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 08/07/2026 11-00-0000-11070-5230	\$2,400.00
McVey, Jaime	Psychology of Coaching HPER-290-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 08/07/2026 11-00-0000-11070-5230	\$2,400.00
Ortega, Susan	Introduction to Business BSAD-101-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 07/31/2026 11-00-0000-11010-5230	\$2,400.00

**GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS**
(Presented to Board of Trustees for Approval 08/11)2026)

Ortega, Susan	Personal Finance BSAD-130-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 07/06/2026 - 07/31/2026 11-00-0000-11010-5230	\$2,400.00
Ortega, Susan	College Success PCDE-101-40 - 1.00 credit hour(s) 1.00 credit hour(s) X \$800.00 = \$800.00 07/06/2026 - 07/31/2026 11-00-0000-11083-5230	\$800.00
Perlaza, Carlos	Interpersonal Communication COMM-103-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$721.00 = \$2,163.00 07/06/2026 - 08/07/2026 11-00-0000-11022-5260	\$2,163.00
Reyes, Vicky	College Success PCDE-101-52/56 - 1.00 credit hour(s) 1.00 credit hour(s) X \$800.00 = \$800.00 07/20/2026 - 07/31/2026 11-00-0000-11083-5230	\$800.00
Sherrell, Joan	Cool Crochet CRFT-102 - NON CREDIT - 6 hours 6 contact hour(s) \$35.00 = \$210.00 7/23/2026 14-00-8005-31000-5270	\$210.00
Tangumonkem, Eric	Physical Geology Lecture PHSC-2053-50 - 3.00 credit hour(s) 2/6 of 3.00 credit hour(s) X \$721.00 = \$721.00 07/06/2026 - 08/07/2026 11-00-0000-11040-5260	\$721.00
Unruh, Brandy	Career Success PCDE-109-40 - 1.00 credit hour(s) 1.00 credit hour(s) X \$800.00 = \$800.00 07/06/2026 - 07/31/2026 11-00-0000-11083-5230	\$800.00
Wenzel, Leslie	College Algebra MATH-108-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$721.00 = \$2,163.00 07/06/2026 - 08/07/2026 11-00-0000-11050-5260	\$2,163.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 08/11)2026)

Total: \$52,755.00

Date: August 12, 2026

Agenda No: I I – C

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:

PAYMENTS PROCESSED FOR JULY 2026

Purchases over \$150,000.00

- E07241 for \$245,360.32 to Blue Cross-Blue Shield of Kansas for insurance premiums
- 310954 for \$377,537.66 to Kansas Education Risk Management Pool/KICS for insurance premiums
- 311004 for \$449,448.00 to Ellucian Co LLC for Subscription

Purchases \$50,000 to \$149,999.00

- E07244 for \$76,688.32 to KPERS for retirement contributions
- 71426 for \$58,939.33 to Commerce Bank for monthly purchase cards
- 0071626 for \$65,145.96 to City of Garden City for utilities
- 310938 for \$118,508.00 to Ellucian Col LLC for TouchNet Information, Annual Maintenance, Insights Enterprise
- 310944 for \$128,627.10 to Great Western for Advance Board Billing

Garden City Community College
07.31.26

Cash in Bank:

	<u>Amount</u>	<u>% Rate</u>
Commerce Bank*	\$154,300.28	0.000%
KCB Operating*	\$384,453.20	0.000%
State Municipal Invest. Pool	\$17,949.58	2.3041%
Landmark National Bank	\$4,651,407.02	3.68%
KCB MM	\$1,818,276.91	3.69%
Security Bank of KC -2021	\$239,173.34	3.316281%
Security Bank of KC -2022	\$123.42	3.316281%
	<u>\$7,265,683.75</u>	

Investments:

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Security State Bank		\$700,000.00	4.210%	8/20/2025	8/20/2026
Security State Bank		\$1,000,000.00	4.010%	2/24/2026	11/24/2026
		<u>\$1,700,000.00</u>			

TOTAL **\$8,965,683.75**

08.11.26

Policy Title: Board Job Description

Policy Statement:

The job of the board is to represent the ownership in determining and demanding appropriate organizational performance. To distinguish the board's own unique job from the jobs of its staff, the board will concentrate its efforts on the following job "products" or outputs. HLC Link:

1. Linkage with the public regarding ENDS. Input may be obtained in the following ways:
 - a. Meeting with individuals and organized or informal community groups (i.e., civic groups, churches, focus groups).
 - b. Observing and meeting with other public boards.
 - c. Hosting opportunities which afford owners the opportunity to learn about the college.
 - d. During open session of board meetings.
 - e. Address electronic communication related to the performance of the President.
2. Written governing policies which, at the broadest levels, address:
 - a. ENDS: Organizational products, impacts, benefits, outcomes, recipients, and their relative worth (what good for which people at what cost).
 - b. EXECUTIVE LIMITATIONS: Constraints on executive authority which establish the boundaries within which all executive activity and decisions must take place.
 - c. GOVERNANCE PROCESS: Specification of how the board conceives, carries out, and monitors its own task.
 - d. BOARD-MANAGEMENT DELEGATION: The manner in which authority is passed to the president and assessment of the use of that authority.
3. Assure the president's performance through periodic and annual reviews.
4. Select and discipline board officers
 - a. A chairperson shall be selected, by majority vote of the entire board, based on his or her abilities to carry out the responsibilities of that position. (A chairperson, and other officers deemed necessary or required by statute, shall be elected on an annual basis during the official board meeting in January).

- b. If, for any reason, board members believe the chairperson fails to fulfill his or her role as stated in these policies, they may, by majority vote of the entire board, remove the chairperson from office and select a replacement for the remainder of the unexpired term as chairperson.
- 5. Impact on legislative affairs through advocacy.
- 6. The Board shall monitor the outcomes and professional conduct of organizations associated with GCCC - i.e., the GCCC Endowment Association (EA) and the Broncbuster Athletic Association (BAA).
- 7. Advocate for the BUSTERS values. Respect and welcome all people equally.
- 8. Continual board development will include orientation of new board members and ongoing trustee education
 - a. Trustee education results in skills and knowledge that contribute to being an effective governing team. Attending educational opportunities is a demonstration of leadership and sets a powerful message about the importance of ongoing professional development. Trustees need to be continually updated to issues and trends in community colleges.
 - i. Set an annual retreat to develop the plan for professional development. Identify areas that individuals and the board as a whole wish to explore.
 - ii. Do not exceed Board development budget
 - iii. The Board chair and the President will work together to schedule the retreat, plan the agenda (based on board members' needs), and arrange for a speaker/facilitator
 - iv. The Board shall perform an annual self-assessment to evaluate the completion of the development plan.
 - b. New Board Members
 - i. New board members attend and participate in Trustee orientation facilitated by the Board Chairman and President.

Higher Learning Commission Links:

Criterion 2: Integrity: Ethical and Responsible Conduct

Core Component: 2.C Board Governance

Policy History: This policy is reviewed biannually.

July 7, 2025: Revised for accessibility format.

September 10, 2024: Reviewed

March 12, 2024: Reviewed

November 14, 2023: Reviewed

October 17, 2023: Reviewed

August 23, 2022: Reviewed

April 10, 2022: Reviewed

March 8, 2022: Reviewed

August 10, 2021: Revised

September 8, 2020: Reviewed

March 10, 2020: Reviewed

January 19, 2018: Reviewed

May 10, 2006: Reviewed

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

Policy Title: Budgeting/Financial Planning/Forecasting

Policy Statement: , Planning, ,

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

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

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

HUMAN RESOURCES AUGUST 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 August 12, 2026, there are nine (9) open positions. To date, we have hired five (5) employees, had one (1) internal transfer, and three (3) resignations/separations.

Open Positions

i. Student Services

- a) Scholarship and Financial Aid Assistant
- b) Records Assistant

ii. Athletics

- a) 2nd Assistant Baseball/Residential Life Coach

iii. Administrative Services

- a) Bus Driver (Part-Time)

iv. Instructional Services

a) Full-Time

- 1) Assistant Professor of Communications/Speech and Debate Coach
- 2) Assistant Professor of Welding
- 3) Assistant Professor of Orchestra
- 4) Math and Science Building Secretary

b) Part-Time

- 1) Library Assistant (Part-Time)

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 training courses for employees to complete.)

- a) Bloodborne Pathogens
- b) FERPA
- c) Title IX Roles and Responsibilities

In-Person Trainings

- a) Offer two in-person training courses per year.

- a) Supervisor Training
- b) Code of Conduct – Will be offered in Fall 2026

OPEN ITEMS

New Employee Onboarding/Orientation

- a) Human Resources is looking forward to enhancing the new employee's onboarding experience. This would include offering two new employee orientations 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.

Campus Health

FCHD Campus Clinic

August 11th

August 18th

September Events

Between Here & There....Coping with Homesickness

Vision Screening

Healthy & Safe- Mind, Body & Beyond