

May 12, 2008

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 **TUESDAY, May 20, 2008.** The meeting will be held in the **Beth Tedrow Student Center**, community college campus.

- 5:15 p.m.** Go through dinner line and eat in **Cafeteria**
- 5:30 p.m.** Retirement Reception honoring four retirees in the **Portico**
Gordon Gillock, 1985 – 2008
Virginia Padilla, 2004 – 2007
Cherilyn Perryman, 1989 – 2008
Leroy Tiberghien, 1970 - 2008
- 6:15 p.m.** Regular meeting in the **Endowment Room**

THE AGENDA

CALL TO ORDER

- A. Comments from the Chair
- B. Open comments from public

CONSENT AGENDA

- A. Approval of minutes of previous meeting (April 8)
- B. Submit financial information to the auditor
 - B1 Financial information—Expenses
 - B2 Financial information—Revenues
 - B3 Financial information—Cash in Bank
- C. Approval of personnel actions
- D. Approval of Curriculum Revisions
 - D1 Welding Technology
 - D2 Industrial Maintenance Technology
 - D3 Paramedic

CONSENT AGENDA (continued)

- E. Approval of purchase orders over \$20,000
 - E1 Fisher Scientific Company; \$34,399.54; Animal/Meat Science laboratory
 - E2 Ramona Munsell & Associates Consultants; \$31,944; services related to Community-Based Job Training Grant project
- F. Approval of food service contract
- G. Approval of Kansas Joint Utilities Management Program (K-JUMP) agreement
- H. Approval of asbestos removal contract

OTHER

- A. Resolution 2008-03 with Ranson Financial – permission to seek COP, including COP debt schedule
- B. Funding formula recommendation
- C. Construction Management Proposals

POLICY REVIEW

- A. Monitoring Reports and ENDS
 - A1 Monitoring Report—Monthly
- B. Ownership Linkage
 - Correspondence 1—Student Universal Summary
 - Correspondence 2—email from Cassie Rupp, former student
 - Correspondence 3—thank you note regarding Regional Music Festival
 - Correspondence 4—thank you note from Dolores Mesa-Lopez, re: Economic Symposium
 - Correspondence 5—email from Julie Christner, re: Orchestra Program
 - Correspondence 6—thank you notes from Commerce Bank
 - Correspondence 7—thank you note from Dick Hedges, KBOR
 - Correspondence 8—thank you note from GC Police Department
- C. Board Process and Policy Governance Review
 - Continued discussion on strategic planning and community focus group
 - Long Range Plan 2008-2013

REPORTS

A. President Carol Ballantyne

- A1 Incidental Information
- A2 Instructional Program Review
 - A2a Ammonia Refrigeration
 - A2b Automation and Electrical Dept.
 - A2c Emergency Medical Services Technology
 - A2d Nursing
- A3 Update on One Stop program (Workforce Investment Act)
- A4 Information Technology Report
- A5 Carl Perkins Audit
- A6 Economic Symposium Summary
- A7 2008-09 College Plan and Projections

B. Who wants to attend the 2008 Annual Community College Leadership Congress in New York, October 28 – November 1?

C. Report from Finney County Economic Development Corp.

Upcoming calendar dates:

- June 3: Community officials meeting
- June 11: Regular meeting of the Board; 7 p.m. (note time for summer meetings)
- June 20-21: KACCT Retreat in Hutchinson (Ballantyne, Schwartz, Worf??)
- July 8: Regular meeting of the Board; 7 p.m. (note time for summer meetings)
- August 8: Regular meeting of the Board and budget hearing

Executive Session

Adjournment

Sincerely,

Merilyn Douglass, Chair

Carol E. Ballantyne, Ph.D., Secretary

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*

MEETING OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE

April 8, 2008

Trustees Present: Della Brandenburger, William S. Clifford, Marilyn Douglass,
Ron Schwartz, Steve Sterling, Terri Worf

Others Present: Carol E. Ballantyne, President
Darla Daniels, Deputy Clerk
Dee Wigner, Dean of Administrative Services
Kevin Brungardt, Dean of Academics
Judy Crymble, Dean of Technical Education
Nancy Harness, Dean of Community Services/Continuing Education
Steve Quakenbush, Director of Information Services & Publications
Ryan Ruda, Director of Counseling/Advising Center
Cathy McKinley, Director of Human Resources
Deanna Mann, Director of Institutional Effectiveness
Lenora Cook, Director of Nursing
Brenda Barrett, IT Department
Barb Larson, Faculty Senate
Natasha Duncan, SGA President
Amanda Worthington, Jim McAllister, Sarah Wells, Cyd Stein, Laura York Guy, Faculty
Jeff Crist, Stewart Nelson, Local Citizens
Emily Behlmann, *Garden City Telegram*

5:30 p.m. Some of the group went through the cafeteria line for dinner

5:45 p.m. Toured the renovation of the Director of Residential Life Apartment

6:00 p.m. Regular meeting in the Endowment Room

COMMENTS FROM THE CHAIR. Chair Douglass called the regular session to order at 6 p.m. and made the following comments:

- Welcomed everyone to the meeting
- Congratulated the Endowment Association for another successful scholarship auction in which \$133,000+ was received for scholarships!
- Congratulated Phi Theta Kappa for a tremendous induction ceremony in which 32 students were inducted!
- Congratulated everyone involved with the grand opening of the Southwest Kansas Fire Training Center!

OPEN COMMENTS FROM PUBLIC. Chair Douglass stated that no one had registered to make comments.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION. SGA President Natasha Duncan shared highlights, as follows:

- Recent past events included: Student Universal, in which several GCCC students gave a presentation entitled “College 101: What I wish I knew then and what I know now”; Casino Night, and annual budget allocations
- Upcoming events include: Graduation speaker tryouts, numerous Earth Week activities, including launching the new recycling project and landscaping around the Beth Tedrow Student Center, student awards assembly, and more

Trustees said they were very proud of everything SGA accomplished this year!

REPORT FROM FACULTY SENATE. Trustees had previously received an extensive report in their electronic Board packets, which Barb Larson, Faculty Senate President, encouraged them to read at their leisure. She noted that great things were happening within the departments, and faculty were pleased with the inservice sessions/trainings coming from the Teaching and Learning Center. She invited Trustees to attend the May 1 faculty appreciation luncheon where the Outstanding Faculty Member for 2007-08 would be announced and the three retiring faculty members (Lee Tiberghien, Gordon Gillock, and Cherie Perryman) would be honored.

CONSENT AGENDA

Chair Douglass asked if Trustees wished to pull any items on the Consent Agenda for the purpose of discussion; no one did, so she asked for a motion approving the Consent Agenda.

MOTION: *Clifford moved, seconded by Worf, that the Consent Agenda items be approved as presented. Motion carried 6-0.*

Approved actions follow:

APPROVED MINUTES of previous meeting, March 12, 2008, as written.

SUBMITTED FINANCIAL INFORMATION TO THE AUDITOR, as presented.

APPROVED PERSONNEL ACTIONS, as presented - see attached lists.

APPROVED REQUEST TO DISPOSE OF EQUIPMENT, as presented (detailed list included in the electronic Board packet)

APPROVED PURCHASE ORDER OVER \$20,000, as presented.

Brinkmann Instruments

\$22,468.05

Equipment will be used to support the Animal/Meat Science Scientific Laboratory; funded through the Technical Education Technology and Equipment Grant

OTHER**DISCUSSION OF TITLE V GRANT (Penka Building and Fouse Science-Math remodeling projects)**

Ballantyne distributed handouts detailing a proposed timeline and projections regarding the Title V construction project involving the Fouse, Academic, and Penka Building renovations (copy filed in the Board packet). She and architect Stewart Nelson “walked through” the material and fielded questions from the Trustees. A summary follows:

Phase I Estimated Cost: \$1,774,000

An addition of approximately 60'x115' on the south side of the Penka Building to include a lab, respiratory and physical therapy areas, a nursing skills site, and classroom – this piece of the project would be handled via Construction Management proposals to be presented to the Board at next month's meeting. Construction would begin late summer/early fall 2008. This phase would also involve removal of asbestos components in the Fouse Science-Math Building.

Phase II Estimated Cost: \$1,369,850

Work would be done on the west side and the lecture hall of the Fouse Science-Math Building and would involve classroom, lab, and restroom renovations; floor replacement; airlock installation for heating and cooling efficiency at all four entrances; ceiling and lighting replacement; and creation of an additional, unisex restroom designed to meet requirements of ADA. Also, remodeling of Finnup Lab in Academic Building. Construction would tentatively take place in summer 2009.

Phase III Estimated Cost: \$1,293,415

Work would be done on the east side of the Fouse Science-Math Building (similar to the work proposed for the west side), as well as a second ADA-compliant unisex restroom. In addition, renovations would be made in the Penka Building to provide improved and enlarged facilities for the Cosmetology program, as well as upgrading the Academic Building Lecture Hall. Construction would tentatively take place in summer 2010.

Architect Fees: \$319,358 for the firm of Gibson, Mancini, Carmichael and Nelson

Total: \$4,756,621

Ballantyne then “walked through” proposed funding for the project, as follows:

\$1,350,000	Title V grant
500,000	Erdene Corley Trust funds
1,400,000	Tax credits
(90,000)	Interest on COP for Title V funds
\$1,596,621	To be paid from the General Fund in eight annual increments of \$199,578 per year (2009-2015)
\$4,756,621	Total revenue

Ballantyne emphasized that, tonight, she was asking for general approval of the entire project, as well as seeking permission to begin to receive proposals for construction management of the Penka Building addition (not to exceed \$1,500,000, with interviews with potential contractors scheduled for the May Board meeting), and permission to contact the financial advisor for certificates of participation financing regarding the Title V and nursing faculty offices remodel.

After discussion, the following motion was made:

Clifford moved, seconded by Schwartz, that the Board of Trustees give CEO Ballantyne the “go ahead” to proceed with this ambitious, but much needed, plan, with the understanding that final decisions regarding financing would be made at the May Board meeting. Motion carried 6-0.

POLICY REVIEW

MONITORING REPORTS and ENDS REPORT

Trustees indicated that they had received and reviewed the monitoring reports (monthly, quarterly, semi-annual, and annual). General comments were made surrounding several new administrative policies and handbooks that had been recently approved by President’s Cabinet, including:

- Student Nurse Drug Abuse/Prevention and Drug Testing Policy
- Student Background Check Policy
- Internal Governance Handbook
- Helping the Distressed Student (a faculty and staff guide)
- Accommodations Handbook

After discussion, Douglass stated that the monitoring reports were accepted as presented.

OWNERSHIP LINKAGE

The Board packet contained several pieces of correspondence, including thank you notes from University of Kansas, Alfred University, Southwest Plains Regional Service Center, John Deere, and St. Catherine Hospital regarding appreciation of GCCC for various things. Trustees noted that they appreciated hearing from the owners.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW CONTINUED DISCUSSION ON STRATEGIC PLANNING AND COMMUNITY FOCUS GROUP.

Douglass reported that she and Ballantyne had met with one elected official from the City, County, and USD #457 and USD #363 and the respective CEOs on April 2 and discussed the importance of these groups continuing to meet together and sharing strategic plans. Upcoming community-wide projects include: bond issue for new high school; ¼ cent sales tax which “sun downed” April 1; tri-city projects for Garden City, Dodge City, and Liberal; and more. Plans are being made to have another meeting on June 3 involving *all* of the elected officials, CEOs, and interested community members.

REPORTS

PRESIDENT CAROL E. BALLANTYNE noted that Trustees had received numerous informational reports. A complete report is filed in the electronic Board packet.

- Incidental Information – highlighted recent campus happenings.
- Instructional Program Review – Ballantyne noted that one-third of the programs were reviewed every year. This Board packet contained four extensive reports, and next month’s report would include four more. Ballantyne invited the appropriate program directors to share a few highlights from their programs, as follows:

Jim McAllister, Music: this year faculty spent a lot of time recruiting; he suggested that the scholarship budget be studied in the hope of providing scholarships for ensemble *members* not just music *majors*. He also suggested that GCCC partner with the community to bring in a Jazz Festival to increase the visibility of the music program.

Laura York Guy and Cyd Stein, Journalism: they, too, spent a lot of time recruiting this year; they are converting to a mass communications concept vs “just print” or “just broadcasting.” *Breakaway* recently won the All-Kansas Award and *Silhouette* won a Silver Award!

Sara Wells, Allied Health: this program doesn’t have to spend much time recruiting because there is a big demand for the CNA and CMA classes; one challenge they constantly face is having enough instructors to teach these classes.

Amanda Worthington, Ag Production: recruiting is done at career fairs as well as hosting Southwest Kansas District FFA events on campus; the ag industry is facing lots of changes, and her advisory board is monitoring the curriculum to keep abreast of the situation.

- The men’s cross country team was crowned national champions in team GPA for 2007 by the NJCAA with a GPA of 3.46! The women’s cross country team finished 8th nationally with a GPA of 3.22!

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORP.

Trustee Schwartz reported the following:

- Lots of politicking going on right now in Topeka regarding the proposed Sunflower Electric Power plants
- New inquiries regarding business ventures continued to be explored

UPCOMING CALENDAR DATES. Chair Douglass reviewed the following:

- May 1: Faculty Appreciation Lunch; 12 noon; Endowment Room
- May 10: Commencement
- May 14: Regular meeting of the Board and Retirement Reception (note this was changed to May 20 because of a scheduling conflict)
- June 11 Regular meeting of the Board of Trustees; 7 p.m. (summer hours)

EXECUTIVE SESSION

Sterling moved, seconded by Clifford, that the Board go into executive session at 8:05 p.m. for the purpose of discussing personnel matters of nonelected personnel and their contractual obligations because if these matters were discussed in open session it might invade the privacy of those discussed, and that the Board of Trustees reconvene into open session at 8:35 p.m. Motion carried 6-0.

Board recessed into executive session at 8:05 p.m.

Board reconvened into regular session at 8:35 p.m.

No official action was taken, and the meeting adjourned at 8:36 p.m.

Darla J. Daniels
Deputy Clerk

Carol E. Ballantyne, Ph
Secretary

Merilyn Douglass
Chair of the Board

EXPENSES

05-14-08

Garden City Community College
Annual Budget Report Ending 04/30/2008
Options - All Statuses

Page: 1

Fiscal Year: 2008

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	0.00	2,060.43	5,233.65	3,173.22	60.63
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	25,335.71	180,328.22	258,710.00	78,381.78	30.30
DEPARTMENT: 11020 - HUMANITIES	43.60	9,501.37	79,667.18	111,213.00	31,502.22	28.33
DEPARTMENT: 11021 - ENGLISH	1,125.00	29,800.19	251,560.02	339,907.00	87,221.98	25.66
DEPARTMENT: 11022 - SPEECH	0.00	8,976.77	77,656.97	112,263.00	34,606.03	30.83
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	673.54	0.00	673.54	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	0.00	4,552.00	4,552.00	100.00
DEPARTMENT: 11025 - JOURNALISM	0.00	4,242.34	43,605.69	57,554.00	13,948.31	24.24
DEPARTMENT: 11026 - BROADCASTING	0.00	5,631.53	46,787.00	63,079.72	16,292.72	25.83
DEPARTMENT: 11030 - ART	337.08	10,639.63	97,671.28	134,622.00	36,613.64	27.20
DEPARTMENT: 11031 - DRAMA	366.00	9,106.13	78,912.50	97,023.00	17,744.50	18.29
DEPARTMENT: 11032 - VOCAL MUSIC	1,138.99	5,715.96	51,878.23	70,720.00	17,702.78	25.03
DEPARTMENT: 11033 - INSTRUMENTAL MUSIC	165.00	17,340.64	138,036.63	193,340.00	55,138.37	28.52
DEPARTMENT: 11040 - SCIENCE	18,638.13	33,839.23	295,286.84	431,972.23	118,047.26	27.33
DEPARTMENT: 11050 - MATH	3,825.00	26,140.58	226,552.76	323,299.00	92,921.24	28.74
DEPARTMENT: 11060 - SOCIAL SCIENCE	3,476.00	41,174.75	322,718.88	458,128.40	131,933.52	28.80
DEPARTMENT: 11070 - HEALTH & PHYSICAL	560.00	16,987.58	177,937.02	230,121.00	51,623.98	22.43
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	6,384.94	56,207.62	97,890.00	41,682.38	42.58
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	281.84	3,872.43	1,013.00	2,859.43	282.26
DEPARTMENT: 11081 - READING	0.00	5,050.14	45,406.26	87,231.00	41,824.74	47.95
DEPARTMENT: 11082 - ESL	0.00	4,931.15	42,641.55	56,612.00	13,970.45	24.68
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	1,797.45	11,657.03	15,045.00	3,387.97	22.52
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	46.35	0.00	5,001.87	4,838.00	210.22	4.34
DEPARTMENT: 11095 - FORENSICS COMPETIT	0.00	2,926.00	5,945.03	11,745.00	5,799.97	49.38
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	4,720.09	7,082.16	126,500.37	194,439.00	63,218.54	32.51
DEPARTMENT: 12011 - MID-MANAGEMENT	0.00	3,127.97	21,540.90	32,408.00	10,867.10	33.53
DEPARTMENT: 12012 - MCSE/CISCO	0.00	2,728.85	25,335.13	36,395.00	11,059.87	30.39
DEPARTMENT: 12013 - OFFICE EDUCATION	0.00	4,040.86	37,334.99	54,500.00	17,165.01	31.50
DEPARTMENT: 12014 - FINNUP LAB	0.00	4,606.69	44,415.20	66,150.00	21,734.80	32.86
DEPARTMENT: 12200 - ADN PROGRAM	793.27	29,702.58	283,108.56	401,692.00	117,790.17	29.32
DEPARTMENT: 12201 - LPN PROGRAM	92.19	9,899.86	98,105.64	131,472.00	33,274.17	25.31
DEPARTMENT: 12202 - EMT	774.05	8,073.07	103,535.50	137,742.00	33,432.45	24.27
DEPARTMENT: 12203 - ALLIED HEALTH	131.53	6,084.59	78,504.92	108,789.00	30,152.55	27.72
DEPARTMENT: 12210 - AGRICULTURE	0.00	10,768.88	86,457.25	121,712.00	35,254.75	28.97
DEPARTMENT: 12211 - MEAT JUDGING	0.00	375.93	19,170.72	20,135.00	964.28	4.79
DEPARTMENT: 12220 - AG EQUIPMENT & MEC	532.96	17,049.00	135,093.12	166,695.00	31,068.92	18.64
DEPARTMENT: 12230 - AUTO MECHANICS	1,209.61	9,606.92	86,271.35	116,253.00	28,772.04	24.75
DEPARTMENT: 12240 - CRIMINAL JUSTICE	1,037.50	21,904.61	135,016.66	184,828.00	48,773.84	26.39
DEPARTMENT: 12241 - FIRE SCIENCE	1,382.00	11,895.46	60,083.98	67,007.00	5,541.02	8.27
DEPARTMENT: 12242 - CHALLENGE COURSE	1,764.15	0.00	1,141.50	3,072.00	166.35	5.42
DEPARTMENT: 12250 - COSMETOLOGY	0.00	11,430.18	93,402.78	122,119.00	28,716.22	23.51
DEPARTMENT: 12260 - DRAFTING	0.00	1,553.16	9,250.15	9,101.00	149.15	1.63
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	6,628.71	31,098.24	319,945.09	389,184.00	62,610.20	16.09
DEPARTMENT: 12271 - AUTOMATION ELECTRI	470.00	4,260.68	38,654.58	49,590.00	10,465.42	21.10
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	477.00	4,988.20	41,536.50	78,282.00	36,268.50	46.33
DEPARTMENT: 12273 - WELDING	3,108.07	10,795.71	52,335.30	66,931.00	11,487.63	17.16
DEPARTMENT: 12280 - BUILDING TRADES	720.78	3,169.68	14,519.73	15,794.00	553.49	3.50
DEPARTMENT: 12290 - FINNEY COUNTY LEAR	158.37	5,889.82	59,039.77	71,271.00	12,072.86	16.94
DEPARTMENT: 21100 - INSTITUTIONAL RESE	0.00	5,402.14	64,513.52	76,824.00	12,310.48	16.02
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	692.93	6,719.91	8,074.00	1,354.09	16.77
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	6,271.72	63,082.80	75,672.00	12,589.20	16.64
DEPARTMENT: 41000 - LIBRARY	3,105.97	19,122.52	136,734.08	172,755.00	32,914.95	19.05
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	611.43	8,937.20	86,517.72	117,661.00	30,531.85	25.95
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	52,932.14	286,211.51	272,390.00	13,821.51	5.06
DEPARTMENT: 42001 - DEAN OF ACADEMICS	50.02	6,192.11	70,964.00	98,161.00	27,146.98	27.66
DEPARTMENT: 42002 - OUTREACH	0.00	12,452.00	25,792.70	39,821.00	14,028.30	35.23
DEPARTMENT: 42003 - FACULTY SENATE	92.12	2,254.09	25,514.53	31,400.00	5,793.35	18.45
DEPARTMENT: 42005 - DEAN OF TECHNICAL	1,263.34	12,200.05	111,306.44	142,311.00	29,741.22	20.90
DEPARTMENT: 42006 - ASSOC DEAN OF CONT	1,075.95	12,197.84	126,132.20	158,578.00	31,369.85	19.78
DEPARTMENT: 42007 - BRYAN EDUCATION CE	187.36	4,844.21	43,682.10	56,241.00	12,371.54	22.00

DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	12,970.01	132,707.71	175,189.00	42,481.29	24.25
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	29,818.00	29,818.00	0.00	0.00
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	11,907.00	11,907.00	0.00	0.00
DEPARTMENT: 50003 - UPWARD BOUND	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	11,188.12	106,055.00	139,569.00	33,514.00	24.01
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	0.00	5,869.09	9,450.00	3,580.91	37.89
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	22,268.18	211,830.77	283,798.00	71,967.23	25.36
DEPARTMENT: 50030 - ADMISSIONS	175.97	15,716.52	140,186.29	194,030.00	53,667.74	27.66
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	6,847.32	9,970.20	105,486.10	135,738.00	23,404.58	17.24
DEPARTMENT: 50050 - STUDENT HEALTH SER	390.24	3,973.98	35,707.76	47,810.00	11,712.00	24.50
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	441.99	18,921.59	309,828.00	356,469.14	46,199.15	12.96
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	7,487.77	103,364.28	118,132.00	14,767.72	12.50
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	6,190.30	85,637.52	100,376.00	14,738.48	14.68
DEPARTMENT: 55003 - MEN'S TRACK	0.00	2,118.06	29,861.14	35,556.00	5,694.86	16.02
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	2,185.66	27,829.77	34,221.00	6,391.23	18.68
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	728.85	7,525.76	58,415.86	77,366.00	18,221.29	23.55
DEPARTMENT: 55006 - FOOTBALL	0.00	21,733.97	236,417.12	271,802.86	35,385.74	13.02
DEPARTMENT: 55007 - BASEBALL	0.00	7,271.45	88,320.54	100,250.00	11,929.46	11.90
DEPARTMENT: 55008 - VOLLEYBALL	0.00	3,301.28	45,153.40	53,006.00	7,852.60	14.81
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	3,525.33	43,838.46	51,216.00	7,377.54	14.40
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	2,529.96	43,840.36	48,933.00	5,092.64	10.41
DEPARTMENT: 55012 - CHEERLEADERS	797.50	2,847.06	34,094.47	28,712.00	6,179.97	21.51
DEPARTMENT: 55013 - DANCE TEAM	24.95	551.71	12,433.36	26,150.00	13,691.69	52.36
DEPARTMENT: 55014 - RODEO TEAM	0.00	12,194.68	95,026.71	106,282.00	11,255.29	10.59
DEPARTMENT: 55018 - INTRAMURALS & STUD	361.00	505.99	5,638.16	8,247.00	2,247.84	27.26
DEPARTMENT: 55019 - ATHLETIC TRAINING	70.00	6,523.48	85,307.64	99,262.00	13,884.36	13.99
DEPARTMENT: 61000 - PRESIDENT	12,355.61	20,097.77	234,382.19	323,974.00	77,236.20	23.84
DEPARTMENT: 61001 - BOARD OF TRUSTEES	475.00	757.41	17,581.16	21,150.00	3,093.84	14.63
DEPARTMENT: 61005 - ATTORNEY	421.64	0.00	9,561.82	22,500.00	12,516.54	55.63
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	5,105.66	131,598.84	1,120,810.89	1,247,213.00	121,296.45	9.73
DEPARTMENT: 62010 - HUMAN RESOURCES	308.60	7,409.98	73,208.52	121,853.00	48,335.88	39.67
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	5,752.62	39,112.75	55,086.00	15,973.25	29.00
DEPARTMENT: 62050 - ONE-TIME PURCHASES	2,787.82	687.08	49,832.27	255,945.00	203,324.91	79.44
DEPARTMENT: 63000 - INFORMATION SERVIC	5,852.14	11,754.73	188,430.39	243,679.00	49,396.47	20.27
DEPARTMENT: 64000 - INFORMATION TECHNO	2,535.91	29,233.78	535,105.33	670,065.00	132,423.76	19.76
DEPARTMENT: 65000 - CENTRAL/PRINTING S	1,872.08	12,755.64	106,300.22	153,108.00	44,935.70	29.35
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	0.00	2,536.65	54,221.66	84,494.00	30,272.34	35.83
DEPARTMENT: 71000 - BUILDINGS	13,434.59	24,291.09	280,106.60	357,278.00	63,736.81	17.84
DEPARTMENT: 71005 - SCOTT CITY BLDG MA	438.32	1,614.06	22,508.50	27,369.00	4,422.18	16.16
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	0.00	3,450.00	3,450.00	100.00
DEPARTMENT: 72000 - CUSTODIAL SERVICES	4,317.21	35,474.30	370,874.39	519,319.00	144,127.40	27.75
DEPARTMENT: 73000 - GROUNDS	5,719.20	9,587.92	100,678.60	185,057.00	78,659.20	42.51
DEPARTMENT: 73001 - ATHLETIC FIELDS	2,124.44	8,999.99	40,895.15	52,634.00	9,614.41	18.27
DEPARTMENT: 74000 - VEHICLES	1,952.85	22,399.62	176,991.32	216,697.00	37,752.83	17.42
DEPARTMENT: 75000 - CAMPUS SECURITY	104.94	12,267.67	120,082.71	140,296.00	20,108.35	14.33
DEPARTMENT: 76000 - INSURANCE	0.00	3,832.50	255,883.62	304,172.00	48,288.38	15.88
DEPARTMENT: 77000 - UTILITIES	893.36	57,112.87	454,228.62	649,800.00	194,678.02	29.96
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	0.00	15,878.47	62,000.00	46,121.53	74.39
DEPARTMENT: 81001 - TUITION WAIVER SEN	0.00	82.00	4,223.00	9,020.00	4,797.00	53.18
DEPARTMENT: 81002 - TUITION WAIVER EMP	0.00	246.00	28,401.00	33,087.00	4,686.00	14.16
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	5,131.00	0.00	5,131.00	0.00
DEPARTMENT: 81004 - TUITION WAIVER CTZ	0.00	86.00	139,562.95	127,963.00	11,599.95	9.06
DEPARTMENT: 81006 - TUITION WAIVER FIN	0.00	0.00	47,321.00	49,938.00	2,617.00	5.24
DEPARTMENT: 94000 - STUDENT CENTER	2,446.87	4,357.01	49,475.56	75,218.00	23,295.57	30.97
DEPARTMENT: 98001 - CHILD CARE	0.00	3,105.17	31,061.52	37,943.00	6,881.48	18.14

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FUND: 11 - GENERAL	133,091.68	1,216,813.74	11,915,961.90	15,655,159.00	3,606,105.42	23.03

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FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	4,517.01	4,608.21	8,000.00	3,391.79	42.40
DEPARTMENT: 31000 - COMMUNITY SERVICE	2,492.13	18,676.79	110,075.51	166,192.48	53,624.84	32.27
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	0.00	425.00	425.00	100.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	2,000.00	2,000.00	3,000.00	1,000.00	33.33
DEPARTMENT: 55006 - FOOTBALL	0.00	5.40	1,467.90	1,800.00	332.10	18.45
DEPARTMENT: 55007 - BASEBALL	574.16	1.88	9,189.96	20,000.00	10,235.88	51.18
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	3,870.25	5,000.00	1,129.75	22.60
DEPARTMENT: 55012 - CHEERLEADERS	140.00	0.00	3,854.60	4,300.00	305.40	7.10
=====	=====	=====	=====	=====	=====	=====
FUND: 14 - ADULT SUPPLEMENTARY ED	3,206.29	25,201.08	135,066.43	208,717.48	70,444.76	33.75

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FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	0.00	0.00	3,000.00	3,000.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	30.00	97.29	4,184.92	6,200.00	1,985.08	32.02
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,000.00	13,200.00	19,200.00	6,000.00	31.25
DEPARTMENT: 94000 - STUDENT CENTER	921.02	627.09	117,206.77	140,000.00	21,872.21	15.62
DEPARTMENT: 95000 - STUDENT HOUSING	4,267.05	65,976.95	892,431.46	1,067,658.00	170,959.49	16.01
DEPARTMENT: 95001 - DIRECTOR'S APARTME	4,138.61	60,176.22	239,500.00	243,640.00	1.39	0.00
DEPARTMENT: 98000 - COSMETOLOGY	460.57	1,574.71	51,219.23	113,555.00	61,875.20	54.49
DEPARTMENT: 98001 - CHILD CARE	232.90	2,547.16	23,126.94	30,000.00	6,640.16	22.13
=====						
FUND: 16 - AUXILIARY ENTITIES	10,050.15	132,999.42	1,340,869.32	1,623,253.00	272,333.53	16.78

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FUND: 21 - FEDERAL STUDENT AID

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	82,950.43	2,681,961.12	105,023.23	2,576,937.89- 453.67-
=====					
FUND: 21 - FEDERAL STUDENT AID	0.00	82,950.43	2,681,961.12	105,023.23	2,576,937.89- 453.67-

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FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11040 - SCIENCE	0.00	1,115.99	6,817.76	18,120.44	11,302.68	62.38
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	18,621.00	18,621.00	0.00	0.00
DEPARTMENT: 12200 - ADN PROGRAM	225.58	0.00	34,078.43	45,249.60	10,945.59	24.19
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12210 - AGRICULTURE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12211 - MEAT JUDGING	28,838.40	0.00	0.00	90,000.00	61,161.60	67.96
DEPARTMENT: 13301 - ABE--INSTRUCTION	1,264.00	6,047.52	38,668.33	82,575.00	42,642.67	51.64
DEPARTMENT: 31000 - COMMUNITY SERVICE	2,463.58	40,642.45	344,892.06	518,996.55	171,640.91	33.07
DEPARTMENT: 41000 - LIBRARY	0.00	0.00	75.15	75.15	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	4,763.05	13,557.06	147,792.66	355,190.54	202,634.83	57.05
DEPARTMENT: 42005 - DEAN OF TECHNICAL	5,923.58	32,459.64	344,842.92	409,271.21	58,504.71	14.29
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	268.46	149,317.70	180,258.11	286,422.00	105,895.43	36.97
DEPARTMENT: 45011 - SCIENCE LAB ACTIVI	2,637.36	0.00	0.00	9,300.00	6,662.64	71.64
DEPARTMENT: 50000 - DEAN OF STUDENT SE	3,235.44	48,348.76	594,849.82	843,331.92	245,246.66	29.08
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	0.00	0.00	3,000.00	3,000.00	100.00
DEPARTMENT: 71000 - BUILDINGS	12,600.00	0.00	0.00	279,200.00	266,600.00	95.49
=====						
FUND: 22 - RESTRICTED GRANTS	62,219.45	291,489.12	1,710,896.24	2,959,353.41	1,186,237.72	40.08

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FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11000 - BUDGET SALARIES	0.00	0.00	0.00	80,105.00	80,105.00	100.00
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	536.75	10,085.57	11,605.00	1,519.43	13.09
DEPARTMENT: 50000 - DEAN OF STUDENT SE	419.00	0.00	0.00	2,000.00	1,581.00	79.05
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	11,947.50	16,895.00	4,947.50	29.28
DEPARTMENT: 61000 - PRESIDENT	0.00	0.00	1,361.96	1,961.96	600.00	30.58
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	1,000.00	1,000.00	100.00
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	419.00	536.75	23,395.03	113,566.96	89,752.93	79.03

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FUND: 24 - ADULT BASIC EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ABE--INSTRUCTION	10,722.69	44,254.24	297,003.57	471,898.22	164,171.96	34.79
DEPARTMENT: 13305 - ABE--STAFF DEVELOP	168.00	373.02	10,394.58	13,363.00	2,800.42	20.96
=====						
FUND: 24 - ADULT BASIC EDUCATION	10,890.69	44,627.26	307,398.15	485,261.22	166,972.38	34.41

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FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	87,533.85	138,323.94	534,360.96	689,788.00	67,893.19	9.84
=====	=====	=====	=====	=====	=====	=====
FUND: 61 - CAPITAL OUTLAY	87,533.85	138,323.94	534,360.96	689,788.00	67,893.19	9.84

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FUND: 63 - DEBT RET--COP

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	276,507.93-	0.00	276,507.93 0.00
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	0.00	0.00	288.93	0.00	288.93- 0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	220,989.87-	220,974.39-	0.00	220,974.39 0.00
=====					
FUND: 63 - DEBT RET--COP	0.00	220,989.87-	497,193.39-	0.00	497,193.39 0.00

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FUND: 64 - COP FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	23,198.20	50,047.49	47,297.49	2,750.00-	5.80-
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
=====						
FUND: 64 - COP FUND	0.00	23,198.20	50,047.49	47,297.49	2,750.00-	5.80-

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FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	26,779.96	14,609.45	160,508.37	330,307.00	143,018.67	43.30
DEPARTMENT: 99001 - STUDENT NEWSPAPER	752.95	2,408.93	12,974.64	40,000.00	26,272.41	65.68
DEPARTMENT: 99002 - STUDENT MAGAZINE	4,711.94	2,636.63	5,972.01	42,700.00	32,016.05	74.98
=====	=====	=====	=====	=====	=====	=====
FUND: 71 - ACTIVITY/ORGANIZATION FD	32,244.85	19,655.01	179,455.02	413,007.00	201,307.13	48.74

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FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 11022 - SPEECH	0.00	0.00	3,447.95	0.00	3,447.95- 0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	8,093.00	0.00	8,093.00- 0.00
DEPARTMENT: 11030 - ART	0.00	0.00	5,372.00	0.00	5,372.00- 0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	6,126.00	0.00	6,126.00- 0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	12,156.00	0.00	12,156.00- 0.00
DEPARTMENT: 11033 - INSTRUMENTAL MUSIC	0.00	0.00	28,707.00	0.00	28,707.00- 0.00
DEPARTMENT: 12211 - MEAT JUDGING	0.00	123.00-	9,794.00	0.00	9,794.00- 0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	0.00	0.00	0.00 0.00
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	17,497.00	0.00	17,497.00- 0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	7,929.00	0.00	7,929.00- 0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	3,360.00	0.00	3,360.00- 0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	3,114.00	0.00	3,114.00- 0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	8,564.00	0.00	8,564.00- 0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	57,182.00	0.00	57,182.00- 0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	5,757.00	0.00	5,757.00- 0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	840.00	0.00	840.00- 0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	11,680.00	0.00	11,680.00- 0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	3,524.00	0.00	3,524.00- 0.00
DEPARTMENT: 55012 - CHEERLEADERS	0.00	0.00	6,884.00	0.00	6,884.00- 0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	881.00	0.00	881.00- 0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	22,844.00	0.00	22,844.00- 0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	41.00-	24,442.00	0.00	24,442.00- 0.00
=====					
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	164.00-	248,193.95	0.00	248,193.95- 0.00

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FUND: 73 - EDUKAN CONSORTIUM FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	5,038.79	162,379.78	237,000.00	74,620.22	31.49
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	5,038.79	162,379.78	237,000.00	74,620.22	31.49

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FUND: 89 - OTHER

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	0.00	6,500.00	6,500.00	100.00
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	0.00	72,768.90-	0.00	72,768.90	0.00
=====						
FUND: 89 - OTHER	0.00	0.00	72,768.90-	6,500.00	79,268.90	219.52

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FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
11-00-0000-00000-4001 TUITION IN STATE :	0.00	1,435.00-	1,242,346.00-	1,445,168.00-	202,822.00-	14.03
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	60,599.00-	386,318.00-	399,500.00-	13,182.00-	3.30
11-00-0000-00000-4003 AUTOMATION ELECT C	0.00	6,643.00-	34,328.00-	15,000.00-	19,328.00	128.84-
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	11,895.00-	377,130.00-	322,478.00-	54,652.00	16.94-
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	782.00	91,631.00-	100,000.00-	8,369.00-	8.37
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	465.00-	50,745.00-	52,000.00-	1,255.00-	2.41
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	1,122.00-	196,266.00-	220,000.00-	23,734.00-	10.79
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	186.00-	20,298.00-	21,000.00-	702.00-	3.34
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	22,056.72	44,593.46	45,000.00	406.54	0.90
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	3,880.00-	11,393.63-	15,000.00-	3,606.37-	24.04
11-00-0000-00000-4512 VENDING MACHINES :	0.00	597.94-	8,435.00-	12,000.00-	3,565.00-	29.71
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	2,695,144.00-	2,695,144.00-	0.00	0.00
11-00-0000-00000-4602 STATE OUT-DISTRICT	0.00	0.00	131,116.00-	0.00	131,116.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	5,096,865.99-	8,631,844.00-	3,534,978.01-	40.95
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	462,556.53-	493,105.00-	30,548.47-	6.20
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	6,617.18-	7,172.00-	554.82-	7.74
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	173,643.28-	138,619.00-	35,024.28	25.26-
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	9,991.61-	12,500.00-	2,508.39-	20.07
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	14,663.43-	18,815.00-	4,151.57-	22.07
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	104,429.95	5,814.00-	110,243.95-	896.18
11-00-0000-00000-4902 INTEREST INCOME :	0.00	78,804.61-	310,475.64-	200,000.00-	110,475.64	55.23-
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	156.00-	75,000.00-	74,844.00-	99.79
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	2,924.90-	86,031.58-	75,000.00-	11,031.58	14.70-
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	486.93-	32,782.11-	30,000.00-	2,782.11	9.26-
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	1,275.00-	12,610.25-	15,000.00-	2,389.75-	15.93
=====						
Totals for FUND: 11 - GENERAL	0.00	147,475.66-	11,302,520.82-	14,955,159.00-	3,652,638.18-	24.42

05-14-08

Garden City Community College
Annual Budget Report Ending 04/30/2008
Options - All Statuses

Page: 2

Fiscal Year: 2008

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	289,825.03-	490,363.00-	200,537.97-	40.90
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	25,102.87-	27,971.00-	2,868.13-	10.25
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	358.98-	393.00-	34.02-	8.66
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	9,369.54-	7,602.00-	1,767.54	23.24-
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	559.94-	686.00-	126.06-	18.38
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	794.96-	1,067.00-	272.04-	25.50
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	5,666.51	5,814.00-	11,480.51-	197.46
61-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	0.00	1,493.25-	0.00	1,493.25	0.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	321,838.06-	533,896.00-	212,057.94-	39.72

As of 4/30/2008

		Amount	% Rate
Cash in Bank:	Commerce Bank	\$ 915,872.82	0.1500%
	Security State - Scott City	\$ 21,718.04	0.0000%
	State Municipal Invest. Pool	\$ 278,017.72	2.0120%
	Landmark National Bank	\$ 5,030,302.58	2.6100%

Investments:

Institution	Type	Amount	% Rate	Beg. Date	End Date
Commerce Bank	CD	\$ 1,000,000.00	5.2600%	02/02/07	05/22/08
American State Bank	CD	\$ 1,000,000.00	4.1900%	12/18/07	10/23/08
American State Bank	CD	\$ 1,000,000.00	4.1900%	12/18/07	11/24/08
American State Bank	CD	\$ 1,000,000.00	4.1900%	12/18/07	12/18/08

**GARDEN CITY COMMUNITY COLLEGE
ADJUNCT FACULTY CONTRACTS
SPRING, 2008**

(For approval at 5/20/08 Board Meeting)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS TAUGHT
<u>MAIN</u>			
Bitikofer, Lyle K	Electricity II 3 cr.hr. x \$435 (12 students) INED-112- 90 (3/10/2008-5/15/2008) 0 x 0 = 0 11-00-0000-12272-5260	\$1,305.00	L2/1
Elam, Dennis C	Beginning Rappelling 1 cr.hr. x \$600 (12 students) CRIM-150- 01 (3/8/2008-3/9/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$600.00	L4B/100
Elam, Dennis C	Intermediate Rappelling 1 cr.hr. x \$600 (7 students) CRIM-151- 02 (3/29/2008-3/30/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$600.00	L4B/100
Elam, Gwendolyn A	Intermediate Rappelling 1 cr.hr. x \$400 (6 students) CRIM-151-01 (3/29/2008-3/30/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$400.00	L1/1
Evans, Danial P	Health Education 3 cr.hr. x \$470 (22 students) HPER-106- 01 (1/9/2008-5/15/2008) 0 x 0 = 0 11-00-0000-11070-5260	\$1,410.00	L3/13
Evans, Danial P	Health Education 3 cr.hr. x \$470 (14 students) HPER-106- 90 (1/9/2008-5/15/2008) 0 x 0 = 0 11-00-0000-11070-5260	\$1,410.00	L3/13
Miller, Sharron K	Home Health Aide 2 cr.hr. x \$1223.5 (10 students) HELR-107- 01 (4/16/2008-5/12/2008) 0 x 0 = 0 11-00-0000-12203-5260	\$2,447.00	L1, L11/48
Moquett, Katrina B	Rhythmic Aerobics 1 cr.hr. x \$470 (7 students) HPER-151- 01 (1/9/2008-5/15/2008) 0 x 0 = 0 11-00-0000-11070-5260	\$470.00	L3/4
Moquett, Katrina B	Fundamentals Weightlifting I - II 1 cr.hr. x \$470 (6 students) HPER-191 - 192- 07 & 06 (1/9/2008- 0 x 0 = 0 11-00-0000-11070-5260	\$470.00	L3/4

Tuesday, May 13, 2008

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS TAUGHT
Parker, Matthew W	Beginning Tennis 1 cr.hr. x \$400 (4 students) HPER-114- 90 (3/10/2008-5/15/2008) 0 x 0 = 0 11-00-0000-11070-5260	\$400.00	L1/2
Richmond, Rita C	Team-T: Dispatch I 1 cr.hr. x \$435 (5 students) CRIM-130- 02 (3/13/2008-4/30/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$435.00	L2/10
Smith, David E	EVOC I 1 cr.hr. x \$609 (5 students) CRIM-140- 02 (3/29/2008-3/30/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$609.00	L2D/17
Snodgrass, David J	Fundamentals of Minor Sports 2 cr.hr. x \$400 (8 students) HPER-186-90 (3/10/2008-5/15/2008) 0 x 0 = 0 11-00-0000-11070-5260	\$800.00	L1/1
Strawder, Freddie L	EVOC II 1 cr.hr. x \$435 (10 students) CRIM-141-01 (4/5/2008-4/6/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$435.00	L2/1
TOTAL ADJUNCT FACULTY CONTRACTS		\$11,791.00	

Tuesday, May 13, 2008

**GARDEN CITY COMMUNITY COLLEGE
OUTREACH FACULTY CONTRACTS
SPRING, 2008**

(For approval at 5/20/08 Board Meeting)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS TAUGHT
<u>BEC</u>			
Emahizer, Shellie S	Certified Nurse Aide 5 cr.hr. x \$ 470 (10 students) HEL R-102-SO (3/25/2008-5/14/2008) 0 x 0 = 0 11-00-0000-12203-5220	\$2,350.00	L3/3
Wasielewski, Tamara J.	Intro to Mgmt Info Systems 1 cr.hr. x \$ 400 (5 students) CSCI-101A-SC (4/3/2008-5/1/2008) 0 x 0 = 0 11-00-0000-11010-5220	\$400.00	L1/2
<u>LEOT</u>			
Berning, Leta A	Certified Nurse Aide 5 cr.hr. x \$ 470 (10 students) HEL R-102-LE (3/17/2008-5/5/2008) 0 x 0 = 0 11-00-0000-12203-5220	\$2,350.00	L3/3
TOTAL OUTREACH FACULTY CONTRACTS		\$5,100.00	

**GARDEN CITY COMMUNITY COLLEGE
OUTREACH SERVICE CONTRACTS
SPRING, 2008**

(For approval at 5/20/08 Board Meeting)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS TAUGHT
<u>Dighton - USD 482</u>			
Adams, Alicia R	English II 3 cr.hr. x \$375 (7 students) ENGL-102-DI (1/7/2008-5/9/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/10
<u>Garden City - USD 457</u>			
Ackerman, Linda G	Intro Computer Concepts & Appl 3 cr.hr. x \$375 (18 students) CSCI-1103-GA/GC/GN/GR (1/8/2008- Linda G. Ackerman - CSCI1103-GA and Jana L. Irvin - CSCI1103-GC, CSCI1103-GN, CSCI1103-GR	\$1,125.00	USD rate/11/3
Babb, Pamela D	11-00-0000-11010-6610 Working With Children 1 cr.hr. x \$375 (14 students) EDUC-114-01/02 (1/9/2008-5/15/2008) 11-00-0000-11060-6610	\$375.00	USD rate/5
<u>Healy - USD 468</u>			
Ostmeyer, Annette I.	English II 3 cr.hr. x \$375 (5 students) ENGL-102-HE (1/7/2008-5/16/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/2
<u>Holcomb - USD 363</u>			
Kemper, Mary Catherine ITV Class	English II 3 cr.hr. x \$375 (16 students) ENGL-102-DE/HC (1/9/2008-5/15/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/30
Kemper, Mary Catherine	English II 3 cr.hr. x \$375 (10 students) ENGL-102-HO (1/3/2008-5/14/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/30
Kemper, Mary Catherine	Public Speaking 3 cr.hr. x \$375 (12 students) SPCH-111-HO (1/3/2008-5/14/2008) 11-00-0000-11022-6610	\$1,125.00	USD rate/30
<u>Lakin - USD 215</u>			
Thompson, Kevin W	English II 3 cr.hr. x \$375 (11 students) ENGL-102-LK (2/20/2008-5/15/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/15
Thompson, Kevin W	English II 3 cr.hr. x \$375 (12 students) ENGL-102-LA (2/20/2008-5/15/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/15
<u>Leoti - USD 467</u>			

Tuesday, May 13, 2008

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS TAUGHT
Conard, Julie D	Interpersonal Communication I 3 cr.hr. x \$375 (12 students) SPCH-113-LE (1/7/2008-5/13/2008) 11-00-0000-11022-6610	\$1,125.00	USD rate/13
<u>Scott City - USD 466</u>			
Kucharik, Stephen G	English II 3 cr.hr. x \$375 (11 students) ENGL-102-SO (1/3/2008-5/14/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/52
Kucharik, Stephen G	English II 3 cr.hr. x \$375 (13 students) ENGL-102-ST (1/3/2008-5/14/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/52
Paget, William M ITV Class	College Algebra 3 cr.hr. x \$375 (13 students) MATH-108-LK/ST (1/3/2008-5/14/2008) 11-00-0000-11050-6610	\$1,125.00	USD rate/17
Paget, William M ITV Class	College Algebra 3 cr.hr. x \$375 (22 students) MATH-108-DE/LA/SO (1/3/2008-5/14/2008) 11-00-0000-11050-6610	\$1,125.00	USD rate/17
<u>Syracuse - USD 494</u>			
Hillman, Leah M	English II 3 cr.hr. x \$375 (12 students) ENGL-102-SY (1/3/2008-5/20/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/16
<u>Tribune - USD 200</u>			
McCall, Jeffrey L	College Algebra 3 cr.hr. x \$375 (12 students) MATH-108-TR (2/19/2008-5/7/2008) 11-00-0000-11050-6610	\$1,125.00	USD rate/1
Ridder, Garrett J	English I 3 cr.hr. x \$375 (13 students) ENGL-101-TR (1/3/2008-5/7/2008) 11-00-0000-11021-6610	\$1,125.00	USD rate/1
St John, Joyce E Pro-rate for 3 students/based on 5 students (\$375.00/cr. hr. x 3/5)	History of Kansas 3 cr.hr. x \$225 (3 students) HIST-110-TR (1/3/2008-5/7/2008) 11-00-0000-11020-6610	\$675.00	USD rate/9
St John, Joyce E	American History Since 1865 3 cr.hr. x \$375 (22 students) HIST-104-TR (1/3/2008-5/15/2008) 11-00-0000-11020-6610	\$1,125.00	USD rate/9
TOTAL OUTREACH SERVICE CONTRACTS		\$20,175.00	

Tuesday, May 13, 2008

**GARDEN CITY COMMUNITY COLLEGE
FACULTY CONTRACTS
FOR NON-CREDIT CLASSES
SPRING, 2008**

(For approval at 5/20/08 Board Meeting)

INSTRUCTOR	CLASS	AMOUNT
Baker, Paula S.	Very Beginners Excel (COMP122-05) 4 contact hour(s) @ \$20.00/hour (5 students) 5/5/08 - 5/7/08, M-W, 6:00 - 8:00 p.m. 14-00-8006-31000-5270	\$ 80.00
Beckett, Janice Clydia	Beginning Jewelry (SLFM111-12) 2.5 contact hour(s) @ \$20.00/hour (6 students) 4/10/08, Th, 6:30 - 9:00 p.m. 14-00-8006-31000-5270	\$ 50.00
Beckett, Janice Clydia	Sterling Silver (SLFM111-14) 2.5 contact hour(s) @ \$20.00/hour (9 students) 5/1/08, Th, 6:30 - 9:00 p.m. 14-00-8006-31000-5270	\$ 50.00
Beckett, Janice Clydia	Selling on eBay (COMP125-07) 6 contact hour(s) @ \$20.00/hour (12 students) 4/1/08 - 4/3/08, T-Th, 6:00 - 9:00 p.m. 14-00-8006-31000-5270	\$ 120.00
Beckett, Janice Clydia	Copper Creations (SLFM111-13) 2.5 contact hour(s) @ \$20.00/hour (6 students) 4/17/08, Th, 6:30 - 9:00 p.m. 14-00-8006-31000-5270	\$ 50.00
Cole, Christina M.	Dinner Party (PERS140-01) 2.5 (2 hr. + .5 hr. prep) contact hour(s) @ \$20.00/hour (6 students) 2/26/08, T, 1:00 - 3:00 p.m. 14-00-8006-31000-5270	\$ 50.00
Cole, Christina M.	Just Desserts (HMGD141-01) 3 contact hour(s) @ \$20.00/hour (7 students) 5/5/08, M, 6:00 - 9:00 p.m. 14-00-8006-31000-5270	\$ 60.00
Eaton, Deena Jean	Selling on eBay (COMP133-04) 3 contact hour(s) @ \$20.00/hour (3 students) 4/26/08, S, 9:00 a.m. - 12:00 p.m. 14-00-8003-31000-5270	\$ 60.00
Gillaspy, Daniel E.	Wine Focus: Argentina (HMGD159-07) 2 contact hour(s) @ \$20.00/hour (4 students) 4/5/08, S, 7:00 - 9:00 p.m. 14-00-8006-31000-5270	\$ 40.00
Gillaspy, Daniel E.	Wine Forum (HMGD159-09) 2 contact hour(s) @ \$20.00/hour (7 students) 4/28/08, M, 7:00 - 9:00 p.m. 14-00-8006-31000-5270	\$ 40.00
Homm, Michael J.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-30) 10 contact hour(s) @ \$30.00/hour (15 students) 3/29/08, S, 7:00 a.m. - 6:00 p.m. (Lead Instructor) 14-00-8033-31000-5270	\$ 300.00
Jordan, Shelly D.	Gettin' Muddy - College 4 Life (PERS134-02) 5 (4 hr. + 1 hr. prep) contact hour(s) @ \$20.00/hour (9 students) 3/18/08 - 3/25/08, T, 2:00 - 4:00 p.m. 14-00-8006-31000-5270	\$ 100.00

Lappin, Jerry B.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-30) 2 contact hour(s) @ \$30.00/hour (15 students) 3/29/08, S, 3:00 - 5:00 p.m. (Assistant Range Officer) 14-00-8033-31000-5270	\$ 60.00
Munoz, Jessie L.	CDL Exam Preparation - English (TECH100-04) 14 contact hour(s) @ \$30.00/hour (5 students) 4/26/08 - 5/3/08, S, 9:00 a.m. - 5:00 p.m. 14-00-8004-31000-5270	\$ 420.00
Perry, Quintin L.	Presto Pasta (HMGD142-01) 2 contact hour(s) @ \$20.00/hour (17 students) 4/7/08, M, 6:30 - 8:30 p.m. 14-00-8006-31000-5270	\$ 40.00
Prewitt, Robert D.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-30) 2 contact hour(s) @ \$30.00/hour (15 students) 3/29/08, S, 3:00 - 5:00 p.m. (Assistant Range Officer) 14-00-8033-31000-5270	\$ 60.00
Ronn, Mark T.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-31) 10 contact hour(s) @ \$30.00/hour (13 students) 4/26/08, S, 7:00 a.m. - 6:00 p.m. (Lead Instructor) 14-00-8033-31000-5270	\$ 300.00
Soldner, Jerry L.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-30) 3 contact hour(s) @ \$30.00/hour (15 students) 3/29/08, S, 9:00 a.m. - 12:00 p.m. (Legal) 14-00-8033-31000-5270	\$ 90.00
Unruh, Troy R.	Kanamak Hydr. - Sales Training (CONT900-01) 4 contact hour(s) @ \$30.00/hour (6 students) 4/24/08, Th, 1:00 - 5:00 p.m. 14-00-8004-31000-5270	\$ 120.00
Wells, Sarah R.	Ergonomics - Making the Job Fit (PROF110-06) 2 contact hour(s) @ \$33.33/hour (3 students) 4/23/08, W, 2:30 - 4:30 p.m. 14-00-8004-31000-5270	\$ 66.66
Williams, Douglas B.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-30) 4 contact hour(s) @ \$30.00/hour (15 students) 3/29/08, S, 1:00 - 5:00 p.m. (Range Officer) 14-00-8033-31000-5270	\$ 120.00
Wilson, Mary A.	Western St. Bank - Microsoft 07 (CONT800-01) 10 contact hour(s) @ \$33.33/hour (48 students) 4/5/08 - 4/12/08, S, 12:00 - 5:00 p.m. 14-00-8004-31000-5270	\$ 333.30

TOTAL NON-CREDIT FACULTY CONTRACTS	\$ 2,609.96
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14-00-8003-31000-5270	\$ 60.00	(Bryan Education Center)
14-00-8004-31000-5270	\$ 939.96	(Business & Industry)
14-00-8006-31000-5270	\$ 680.00	(Community Services)
14-00-8033-31000-5270	\$ 930.00	(Criminal Justice)

**GARDEN CITY COMMUNITY COLLEGE
PAYMENTS TO OUTREACH COORDINATORS
SPRING SEMESTER 2008
Presented to the Board of Trustees
May 20, 2008**

Location	Coordinator	Total Student Cr. Hr.	Rate of Pay	Salary	Contract Totals
Deerfield	Amy R. DeLaRosa	30	\$6.40/cr. hr.	\$ 192.00 <u>200.00</u> Base	\$ 392.00
Dighton/ Healy	Debra D. Dowell	58	\$6.75/cr. hr.	\$ 391.50 <u>200.00</u> Base	\$ 591.50
Holcomb	Elizabeth Sosa	105	\$5.91/cr. hr.	\$ 620.55 * <u>00.00</u> Base	\$ 620.55
Leoti	Janis M. Kreutzer	101	\$6.62/cr. hr.	\$ 668.62 <u>200.00</u> Base	\$ 868.62
Syracuse	Ron Ewy	72	\$5.91/cr. hr.	\$ 425.52 <u>200.00</u> Base	\$ 625.52
Tribune	William H. Wilson	150	\$6.04/cr. hr.	\$ 906.00 <u>200.00</u> Base	<u>\$ 1,106.00</u>
TOTAL OUTREACH COORDINATOR PAYMENTS 11-00-0000-42002-5220					\$ 3,873.19

* Elizabeth Sosa resigned as Holcomb Outreach Coordinator on 2/21/08. Base amount not paid this semester.

c: BOT
Ballantyne
Payroll
Brungardt

**GARDEN CITY COMMUNITY COLLEGE
SERVICE CONTRACT PAYMENTS TO OUTREACH COORDINATORS
SPRING SEMESTER 2008
Presented to the Board of Trustees
May 20, 2008**

Location	Coordinator	Total Student Cr. Hr.	Rate of Pay	Salary	Contract Totals
<u>LAKIN</u>					
USD 215	Praveen K. Vadapally	186	\$5.91/cr. hr.	\$1,099.26 <u>200.00</u> Base	<u>\$ 1,299.26</u>

**TOTAL OUTREACH
COORDINATOR PAYMENTS**
11-00-0000-42002-6610

\$ 1,299.26

c: Business Office
Ballantyne
Payroll
Brungardt

May 7, 2008

To: Board of Trustees

From: Cathy McKinley, Director of Human Resources

New Hires

Ruth Drees, Payroll Assistant, effective May 12, 2008

Betsy Steckel, ALC Receptionist, effective April 21, 2008

E. Paulina Zacapa, Bilingual Support Specialist (Title V), effective Aug. 4, 2008

Separations

Crystal Bergmann, Asst. Athletic Trainer, effective May 30, 2008

Deborah Parker, One Stop Coordinator, effective May 2, 2008

Retirements

Transfers/Promotions

Vacancies

ALC Coordinator

Asst. Athletic Trainer

Asst. Volleyball Coach

BSIS Instructor

Computer Technician

Director of Physical Plant

Forensics Instructor

HVAC Maintenance

Math Instructor

Network Manager

Physics Instructor

Public Speaking Instructor

Teaching & Learning Center Coordinator

May 9, 2008

To: GCCC Board of Trustees

From: Carol Ballantyne

RE: Curriculum Revision
Paramedic Program
Industrial Maintenance Technology
Welding Technology

As part of the Kansas Board of Regents curriculum revision process, I am seeking Board of Trustee approval of revisions to current courses and development of new courses within the Welding Technology, Industrial Maintenance, and Paramedic programs.

Welding

The increased demand for welders has caused the College to re-instate its full-time program by hiring full- and part-time instructors and establishing a welding training facility on the college campus. The proposed certificate and AAS degree program curriculum meets the training needs of local industry partners. The new on-campus Welding lab will be located in the Collins building. See attached sequence of courses.

Industrial Maintenance Technology

During the fall 2007 semester, Tyson and Beef Products Inc. (BPI) approached the college with a request that the program curriculum be revised to align with the skills required of their maintenance technicians. The proposed certificate and AAS degree program curriculum meets the training needs of these partners. The program will continue to be housed in the Jarmer Annex building and no significant expenditures are anticipated. See attached sequence of courses.

Paramedic

During the summer 2007, GCCC hired a new full-time instructor, Bill Young, as the lead teacher in the Paramedic program. Bill brought several new ideas for consideration by the Emergency Medical Services Technology advisory committee, having previously taught a Paramedic program in Georgia.

Although the curriculum competencies are specifically defined by the United States Department of Transportation, the organization of those competencies falls to local control. Under Bill's leadership, and with the approval of the advisory committee, the courses were realigned to enhance learning. In addition, the advisory committee agreed that clinical experiences should more closely align with the theory-based learning. Thus, cardiology content and clinical will be scheduled so that experiences complement the learning; pharmacology will be integrated throughout the curriculum content; trauma content will accompany a clinical experience that connects the theory with actual practice, etc.

The Paramedic program will continue to be broadcast to students in western Kansas. The changes in curriculum will not require new equipment. See attached sequence of courses.

The GCCC Learning Services Curriculum Committee and the local industry partners have approved the curriculum changes.

**CA2a-A Program Revision Application
Program Comparison Chart**

**Certificate of Completion
Welding Technology**

List all courses in Current Program below. Note the courses to be changed with an * before the course.		List all courses in the Revised Program below. Note the NEW courses with ** before the course.	
Current Program Title		Proposed Program Title	
Current Program courses	Number of Credits	Proposed Program Courses	Number of Credits
Introduction to AWS Welding	3	Introduction to AWS Welding	3
Intermediate AWS Welding	3	Intermediate AWS Welding	3
*Computer Aided Drafting I	3	Advanced AWS Welding	3
Math Processes for Technicians	3	Math Processes for Technicians	3
*Electronics I	3	**Weld Theory I	1
Advanced AWS Welding	3	**Cutting and Gouging Processes	2
Applied Communications	3	**Blueprint Reading for Welders	3
Special Projects	3	Applied Communications	3
Engineering, Testing, Inspection, and Codes	3	Special Projects	3
*Descriptive Physics	3	Engineering, Testing, Inspection, and Codes	3
Welding Internship (Elective)	3	**Weld Theory II	2
Industrial Maintenance I (Elective)	3	**Metal Characteristics, Preheat and Post Heat	1
Engineering, Testing, Inspection and Codes (Elective)	3	Welding Internship (Elective)	1-6
Total Credits in Current Program	30	Total Credits in Revised Program	30

**CA2a-A Program Revision Application
Program Comparison Chart**

**AAS Degree Program
Welding Technology**

List all courses in Current Program below. Note the courses to be changed with an * before the course.		List all courses in the Revised Program below. Note the NEW courses with ** before the course.	
Current Program Title: Welding Technologies		Proposed Program Title: Welding Technologies	
Current Program courses	Number of Credits	Proposed Program Courses	Number of Credits
*Introduction to AWS Welding	3	**Shielded Metal Arc Welding (SMAW)	5
*Intermediate AWS Welding	3	Math Processes for Technicians	3
*Computer Aided Drafting I	3	**Field Safety	2
Math Processes for Technicians	3	**Blueprint Reading for Welders	2
*Electronics I/II	6	**Weld Theory	1
College Skills Development	1	**Cutting and Gouging Processes	2
*Advanced AWS Welding	3	College Skills Development	1
*Descriptive Physics	3	**Gas Metal Arc Welding (GMAW)	5
Applied Communications	3	Interpersonal Communications	3
Special Projects	3	**Brazing and Soldering	2
Physical Education/Health	2	**Engineering, Testing, Inspection, and Codes	3
Engineering, Testing, Inspection, and Codes	3	Special Topics	3
Public Speaking I	3	Physical Fitness	2
Economics: Macro	3	**Gas Tungsten Arc Welding (GTAW)	5
Introduction to Computer Applications	3	Applied Communications	3
*Basic Hydraulics	3	Special Projects	3
*Basic Pneumatics		**Layout and Fabrication	3
Electricity I	3	Economics Macro	3
*Electricity II	3	**Intro to Computer Concepts and Applications	3
*Industrial Maintenance I	3	**Metal Characteristics, Preheat and Post Heat	1
Special Topics		Electricity I	3
Welding Internship	3	Computer Aided Drafting I	3
		Welding Internship	3
Total Credits in Current Program	66	Total Credits in Revised Program	64

**CA2a-A Program Revision Application
Program Comparison Chart**

**Certificate of Completion (Beef Products Inc.)
Industrial Maintenance Technology**

List all courses in Current Program below. Note the courses to be changed with an * before the course.		List all courses in the Revised Program below. Note the NEW courses with ** before the course.	
Current Program Title		Proposed Program Title	
Current Program courses	Number of Credits	Proposed Program Courses	Number of Credits
Electricity I/II/III/IV	12	Orientation and Safety	1
Digital Logic/Circuits I	3	Electrical Motor Control	3
Industrial Maintenance I	3	Electrical Basics	3
Electronics I/II	6	Basic Fluid Power Component	2
Basic Electrical Motor Controls	3	Introduction to Mechanics	3
AWS Welding	3		
Total Credits in Current Program	30	Total Credits in Revised Program	12

**CA2a-A Program Revision Application
Program Comparison Chart**

**Certificate of Completion (Tyson Fresh Foods)
Industrial Maintenance Technology**

List all courses in Current Program below. Note the courses to be changed with an * before the course.		List all courses in the Revised Program below. Note the NEW courses with ** before the course.	
Current Program Title		Proposed Program Title	
Current Program Courses	Number of Credits	Proposed Program Courses	Number of Credits
Electricity I/II/III/IV	12	Orientation and Safety	1
Digital Logic/Circuits I	3	Basic Shop Operations	3
Industrial Maintenance I	3	Introduction to Mechanics	3
Electronics I/II	6	Electricity I	3
Basic Electrical Motor Controls	3	Introduction to AWS Welding	3
AWS Welding	3	Electricity II	3
		Electrical Motor Controls	3
		Basic Pneumatics	3
		Electro-Pneumatics	2
		Basic Hydraulics	3
		Math Process for Technicians	3
		Electro-Hydraulics	2
Total Credits in Current Program	30	Total Credits in Revised Program	32

**CA2a-A Program Revision Application
Program Comparison Chart**

**Associate in Applied Science Degree
Industrial Maintenance Technology**

List all courses in Current Program below. Note the courses to be changed with an * before the course.		List all courses in the Revised Program below. Note the NEW courses with ** before the course.	
Current Program Title		Proposed Program Title	
Current Program courses	Number of Credits	Proposed Program Courses	Number of Credits
Electricity I/II/III/IV	12	Orientation and Safety	1
Electronics I/II	6	Basic Shop Operations	3
Basic Pneumatics	3	Introduction to Mechanics	3
Electro-Pneumatics	3	Electricity I/II	6
Programmable Logic Controls	3	Introduction to AWS Welding	3
Basic Electrical Motor Controls	3	Electrical Motor Controls	3
Digital Logic/Circuits I	3	Basic Pneumatics	3
Industrial Maintenance I	3	Electro-Pneumatics	2
Basic Hydraulics	3	Basic Hydraulics	3
Electro Hydraulics	3	Electro-Hydraulics	2
Computer Applications	3	Electronics I/II	6
Electrical Master/Journeyman Prep (Elective)	3	Digital Logic/Circuits I	3
College Math (or higher)	3	Programmable Logic Controls	3
English I	3	Technical Course Electives from list below:	6
General Psychology	3	Internship 3 credits	
Physical Fitness	2	Electrical Basics 3 credits	
Public Speaking	3	Basic Fluid Power Component 2 credits	
Descriptive Physics	3	Advanced Hydraulics 3 credits	
		Electricity III 3 credits	
College Skills Development	1		
Field Study I/II/III (Elective)	3	Computer Applications	3
Advanced Hydraulics (Elective)	3	General Psychology	3
Advanced Pneumatics (Elective)	2	Public Speaking	3
Robotics (Elective)	3	Applied Communications	3
		Math Process for Technicians	3
		College Skills Development	1
		Physical Fitness	2
Total Credits in Current Program	66	Total Credits in Revised Program	65

**CA2a-A Program Revision Application
Program Comparison Chart**

List all courses in Current Program below. Note the courses to be changed with an * before the course.		List all courses in the Revised Program below. Note the NEW courses with ** before the course.	
Current Program Title		Proposed Program Title	
Current Program courses	Number of Credits	Proposed Program Courses	Number of Credits
Emergency Medical Technician (Pre-Req)	0	Emergency Medical Technician (Pre-Req)	0
*Medical Terminology	3	A&P I	4
A&P I	4	A&P II	4
A&P II	4	IPC or Speech	3
*Chemistry	5	General Psychology	3
IPC or Speech	3	English Comp. I	3
General Psychology	3	College Skills	1
English Comp. I	3	PE	1
College Skills	1	PE	1
PE	1	**Computations I	3
PE	1	**Medical Emergencies	12
*Medical Emergencies	6	**Cardiology	3
*Advanced Med. Term.	3	**Trauma	4
*Cardiology	4	**Clinical Rotations I	5
*Pharmacology	3	**Clinical Rotations II	5
*Trauma	2	Field Internship	12
*Clinical Rotations	12	Challenge Course	1
Field Internship	12	EVOC	1
Challenge Course	1		
EVOC	1		
Total Credits in Current Program	72	Total Credits in Revised Program	66

Submit to the following:
 Director of Academic Services
 Kansas Board of Regents
 1000 SW Jackson, Ste. 520
 Topeka, KS 66612-1368

PURCHASE ORDER REQUISITION



Garden City Community College

801 Campus Drive Garden City, Kansas 67846 (620) 276-7611

INSTRUCTIONS

VENDOR: Fisher Scientific Company
9999 Veterans Memorial Dr
Houston, TX 77038
800-766-7000

- (1) Type all information requested.
- (2) Forward to Business Office where purchase order will be prepared.
- (3) The white copy remains in the Business Office; the green copy is sent to the vendor; the pink copy and the goldenrod copy are returned to the Division Director; and the canary copy is returned to the Dean.
- (4) Upon receipt of merchandise, the pink copy is to be signed and returned to the Business Office.

Quan.	Part No.	Description	Unit Cost	Extended
3	97 990E	Incubator Bod MDL 146E 115V Hazardous Material	\$3,274.81	\$9,824.43
1	11 679 66	Incumbator MDL 818 120VAC 60HZ	4,333.43	\$4,333.43
1	15 455	Bath Shaking Small 120V	2,390.81	\$2,390.81
1	09 528 124	Recirculating Unit 12x14CM BP	434.48	\$434.48
2	S504502Q	Touch Mixer	327.25	\$654.50
1	FB300Q	Power Supply, 400MA, 300V		\$297.44
1	09 681 118	Biosafety Cab 10 A@ 3 UV 115		\$5,324.45
1	16 304 80	3' Purifier Base Stand		\$478.42
1	01 919 212	Balance, Precision, Ohaus		\$1,465.16
2	13 688 177	Peppendorf Easypet Pipet Aid	272.50	\$545.00
1	05 402 45	PPTT Adj Vol 0.5-10 UL UL MCRO		\$271.74
1	05 40 246	PPTT Adj Vol 2-20ul Ultr Mcro		\$271.74
1	05 402 48	Pipet Adjustable Vol 10-100UL		\$271.74
1	05 402 50	Pipette Adjstbl Vlm 100-1000UL		\$271.74
2	OXAG0025A	Anaerobar	271.45	\$542.90
1	OXAN0025A	Anaerogen 2.5 L 10Sachts/PK Hazardous Material Shelf Life 3Y		\$44.18
1	OXCN0025A	Campygen 2.5 L 10Sachts/PK Shelf Life 3Y		\$44.36
1	15 077 16	Thermomter Print 50-70C Batt OP		\$334.90
2	06 662 46	Timer Fisher 3-Line Alarm Hazardous Material	24.39	\$48.78
1	05 713 386	Puradisc 25 AS 0.2 UM 50/PK		\$59.75
2	Non Catalog	Perfectum Glass Syringe-20ML	15.25	\$30.50
		VNDR NBR - 0005739, Cat NBR - 5137(Indvid)		
1	05 400 86	Adapter 1x50ML F/6x85 RTR 2/PK		\$104.54
1	14 285 29	Seward Stomacher Model 400C		\$4,459.05
1	S90007A	ADV HS III 4, 10, 40, 100x FLR		\$895.50

KANSAS SALES TAX EXEMPTION NO. 71-0021 FEDERAL TAX ID NO 48-0698107

Account Number	Amount
22.98.3004.12211.8510	\$33,399.54

Requested by	Date	Department	Building
Judy Crymble	5/8/08	Technical	JCVT
Person	Date	Approved	Not Approved
Div. Dir.			
Dean			
Comp. Ctr.			
Bus. Mgr.			

TOTAL \$33,399.54

PURCHASE ORDER REQUISITION



Garden City Community College

801 Campus Drive Garden City, Kansas 67846 (620) 276-7611

INSTRUCTIONS

VENDOR:

Fisher Scientific Company

9999 Veterans Memorial Dr

Houston, TX 77038

800-766-7000

- (1) Type all information requested.
- (2) Forward to Business Office where purchase order will be prepared.
- (3) The white copy remains in the Business Office; the green copy is sent to the vendor; the pink copy and the goldenrod copy are returned to the Division Director; and the canary copy is returned to the Dean.
- (4) Upon receipt of merchandise, the pink copy is to be signed and returned to the Business Office.

Quan.	Part No.	Description	Unit Cost	Extended
				\$33,399.54
		Shipping and Handling		\$1,000.00
		This equipment will be used to support the Animal/Meat Science scientific laboratory and will be funded through the Technical Education Technology and Equipment Grant.		
		For equipment purchases please indicate equipment location:		
		All technology requests must be routed through the computer center.		

KANSAS SALES TAX EXEMPTION NO. 71-0021 FEDERAL TAX ID NO 48-0698107

TOTAL \$34,399.54

Account Number	Amount
22.98.3004.12211.8510	\$34,399.54

Requested by	Date	Department	Building
Judy Crymble	5/8/08	Technical	Collins
Person	Date	Approved	Not Approved
Div. Dir.			
Dean			
Comp. Ctr.			
Bus. Mgr.			

GCCC BID RECORD

Please type or print clearly and neatly

Item(s) to be purchased:

See attached spreadsheet -
per line item

Bidders and amounts:

(1) Company	<u>Fisher Scientific</u>	AMOUNT \$ <u>34,399⁵⁴</u>
Address	<u>Houston TX</u>	<u>w/shipping</u>
(2) Company	<u>Cole Parmer</u>	AMOUNT \$ <u>did not</u>
Address	<u>Vernon Hills IL</u>	<u>shipping not included bid</u>
(3) Company	<u>Sargent-Welch (VWR)</u>	AMOUNT \$ <u>on</u>
Address	<u>Arlington Heights IL</u>	<u>w/shipping every item.</u>
(4) Company		AMOUNT \$
Address		

Shipping/other costs _____ are _____ are not included in amounts shown above.

_____ Single source vendor. Please indicate why this is a single source vendor.

Recommendation of bid to accept: Fisher Scientific - had overall
List company name and bidder number (1, 2, 3, 4) from above low bid

Reason for selection if not lowest bid: _____

Due consideration, as per GCCC policy, given to local businesses: ☒ Yes ☐ No

Attach additional information as needed. Please type or print clearly and neatly.

BRIEF BID AMOUNT GUIDE

- \$2,499 and under Bid not required
- \$2,500-\$9,999 Written listing of comparative prices
- \$10,000-\$19,999 Written bids
- Over \$20,000 Contact Business Office

Clint Alexander

Purchaser's Name (please type or print clearly)

Animal Science

Department/Division/Office

Clint Alexander

Purchaser's Signature

PURCHASE ORDER REQUISITION



Garden City Community College

801 Campus Drive Garden City, Kansas 67846 (620) 276-7611

INSTRUCTIONS

VENDOR: Ramona Munsell & Assoc.
21 Connie Lane
Bella Vista, AR 72714

- (1) Type all information requested.
- (2) Forward to Business Office where purchase order will be prepared.
- (3) The white copy remains in the Business Office; the green copy is sent to the vendor; the pink copy and the goldenrod copy are returned to the Division Director; and the canary copy is returned to the Dean.
- (4) Upon receipt of merchandise, the pink copy is to be signed and returned to the Business Office.

Quan.	Part No.	Description	Unit Cost	Extended
		Technical assistance and grant writing services for 2008-2011 US Dept of Labor, Community Based Job Training Grant		\$31,944.00
		For equipment purchases please indicate equipment location.		
		Building _____ Room _____		
		All technology requests must be routed through the computer center.		
			TOTAL	\$31,944.00

KANSAS SALES TAX EXEMPTION NO. 71-0021 FEDERAL TAX ID NO 48-0698107

Account Number	Amount
11-00-0000-61000-6620	\$31,944.00

Requested by	Date	Department	Building
Dee Wigner	5/15/08	Admin	SCSC
Person	Date	Approved	Not Approved
Div. Dir.			
Dean			
Comp. Ctr.			
Bus. Mgr.			



RAMONA MUNSELL & ASSOCIATES CONSULTING, INC.

21 Connie Lane
Bella Vista, AR 72714
(479) 855-7717
FAX (479) 855-7727
E-mail: RMA@RAMONAMUNSELL.com or
rmunsell@ramonamunsell.com

TO: Dr. Carol Ballantyne, President
Garden City Community College
801 Campus Dr.
Garden City, KS 67846

FROM: Ramona Munsell & Associates Consulting, Inc.

SUBJECT: Invoice for First Quarter of the 2008-2009 U.S. Department of Labor, Community-Based Job Training Grant Program (DOL-CBJTG)

DATE: April 18, 2008

Ramona Munsell & Associates Consulting, Inc. provided technical assistance and grant writing services for the successful 2008-2011 U.S. Department of Labor, Community-Based Job Training Grant project. Per terms of our consulting agreement, the total amount due and payable for the First Quarter of the 2008-2009 DOL-CBJTG project is \$8,406 (see attached billing schedule). Payment is due in our office by June 1, 2008. Please make your check payable to:

Ramona Munsell & Associates Consulting, Inc.
21 Connie Lane
Bella Vista, AR 72714

Yes!!

OPTIONAL PAYMENT PLAN

→ Ramona Munsell & Associates Consulting, Inc. agrees to offer a 5% discount if the total annual fee is paid by June 1, 2008. If the college desires to take advantage of this savings and eliminate quarterly billings this fiscal year, please process payment in full of \$31,944.

Thank you!

Ramona Munsell

*PR# 0023173
5-15-08
dd*

May 15, 2008

To: Carol Ballantyne

From: Dee Wigner
Beth Tedrow
Catherine McKinley
Kate Covington

RE: Food Service Recommendation

Two companies responded to our request for proposals for food service for the upcoming year. Proposals were submitted by Chartwells and Great Western Dining Services, Inc.

Both proposals illustrated a desire to work with GCCC to deliver a quality dining experience at our college. The proposals included sample daily menus, theme night menus and proposed monthly promotions/special events calendars.

Both proposals included a financial investment to the college that would be used for upgrades to the Kitchen, Cafeteria and Broncbuster Bistro.

The attached spreadsheet compares the financial cost to the college for the first year of operation. Although Great Western Dining Services, Inc. includes a \$24,000 per year snack bar subsidy, the cost savings through meal plans and reduced meal rates will generate an annual cost of \$9,000.

After reviewing the proposals, it is the recommendation of the committee to accept the proposal from Great Western Dining Services, Inc. for a 5-year contract beginning July 1, 2008.

**recommended*

	Great Western	Chartwells	Annual Comparison of Chartwells to Great Western
Capital Investment			
5 years	\$50,000.00	\$40,000.00	-\$2,000.00
7 years		\$70,000.00	
10-meal card	\$36.50	\$36.00	
15-meal card	\$51.50	\$51.25	
Advisory Board Rate	\$3.75	\$4.95	-\$144.00
Admissions Meals	\$3.25	\$4.95	-\$765.00
Daycare Meals	\$2.15	\$2.07	\$280.00
Casual Meal Rates:			
Breakfast	\$3.50	\$3.75	
Continental Breakfast	\$2.00	\$2.25	
Lunch	\$4.50	\$4.95	
Dinner	\$5.55	\$5.95	
Steak Night/Sp Events	\$6.55	\$6.95	
	Does not include sales tax	Includes sales tax	
Commissions:			
Non-campus catering	15.00%	10.00%	-\$1,245.70
Casual meal sales	12.00%	10.00%	-\$78.00
President's Fund	\$3,000.00	\$2,500.00	-\$500.00
Meal Plan 250 students - Fall Semester			
19-meal plan	\$7.97	\$8.59	-\$12,134.64
15-meal plan	\$7.51	\$7.89	-\$2,080.69
10-meal plan	\$6.62	\$6.79	-\$693.18
Meal Plan 200 students - Spring Semester			
19-meal plan	\$9.00	\$9.67	-\$10,459.37
15-meal plan	\$8.54	\$9.08	-\$2,390.58
10-meal plan	\$7.65	\$7.53	\$391.44
Summer Conference rates			
Breakfast	\$4.15	\$4.15	
Lunch	\$5.20	\$5.20	
Dinner	\$6.15	\$6.15	
Daily Rate	\$15.50		
Summer subsidy per week	\$300.00	\$500.00	-\$2,000.00
Early Athletic Meals			
2-meals per day	\$12.00	\$11.74	\$390.00
3-meals per day	\$15.50	\$15.32	\$270.00
Snackbar subsidy	\$24,000		\$24,000.00
Total			-\$9,159.72
Great Western nets a cost savings of \$9,159.72			

KANSAS ASSOCIATION OF SCHOOL BOARDS
KANSAS JOINT UTILITIES MANAGEMENT PROGRAM (KJUMP)

MEMBER PARTICIPATION AGREEMENT

The date of this Agreement is July 1, 2008.

It is hereby agreed that the Board of Trustees of Garden City Community College ("the Member") will participate in the Kansas Joint Utilities Management Program (KJUMP) administered by the Program Administrator in accordance with its agreement with the Kansas Association of School Boards, Inc. ("KASB").

The Member agrees to participate in KJUMP for a three (3) year period ending June 30, 2011, and for one-year periods beginning July 1 in subsequent years. A Member may discontinue participation in KJUMP for any subsequent year after 2011 by notifying KASB in writing at least twelve (12) months prior to the termination date to allow for adjustment to existing purchase agreements.

The Member understands, acknowledges and grants KASB the sole right and discretion to contract with a third party administrator (Program Administrator) to administer the daily operation of KJUMP. The Member further understands, acknowledges and agrees that the Program Administrator will act as the Member's contracting agent for obtaining natural gas for the Member's use. The Program Administrator will use its best efforts to arrange the most cost-effective provision of natural gas for the Member and will provide the Member with a single monthly statement consolidating all natural gas bills.

The Member acknowledges it remains responsible for all payments and liabilities arising out of, or made in connection with, providing natural gas to the Member whether or not obtained through KJUMP. KASB is not responsible for the actions of the Program Administrator or any of its authorized subcontractors providing services to the Member, nor is it responsible for the actions of the Member. To the extent authorized by law, the Member agrees to defend, indemnify, and hold harmless KASB from any and all claims, loss damages, and attorney's fees and expenses associated therewith incurred as a result of any claim against KASB arising out of or premised upon any action of the Member or the employees, agents or subcontractors of the Member; or any and all claims, loss damages, and attorney's fees and expenses associated therewith incurred as a result of any claim or action arising out of the relationship between the Member and or the Program Administrator, Service Provider or the employees, agents or subcontractors of the Member, Program Administrator or Service Provider.

This Member Participation Agreement contains all of the terms agreed upon by the parties with respect to the subject matter of this agreement and supercedes all prior agreements, amendments to agreements, arrangements and communications, between the parties concerning such subject matter, whether oral or written, except as specifically provided otherwise in this agreement. This Agreement has been duly authorized, executed and delivered by the parties hereto and constitutes a legal, valid and binding obligation of the parties. The signatures hereto represent and warrant that they are duly authorized to execute the Agreement on behalf of their principal.

Garden City Community College

By: Merilyn Douglass
Chairperson, Board of Trustees

By: _____
President Carol E. Ballantyne

Kansas Association of School Boards

By: _____
John Koepke, Executive Director

Please complete and return this Agreement to:

KJUMP Documents
Kansas Association of School Boards
1420 SW Arrowhead Road
Topeka, KS 66604-4001

PURCHASE ORDER REQUISITION



Garden City Community College

801 Campus Drive Garden City, Kansas 67846 (620) 276-7611

INSTRUCTIONS

VENDOR: ACM Removal, LLC
260 North Rock Road, Suite 204
Wichita, KS 67206

- (1) Type all information requested.
- (2) Forward to Business Office where purchase order will be prepared.
- (3) The white copy remains in the Business Office; the green copy is sent to the vendor; the pink copy and the goldenrod copy are returned to the Division Director; and the canary copy is returned to the Dean.
- (4) Upon receipt of merchandise, the pink copy is to be signed and returned to the Business Office.

Quan.	Part No.	Description	Unit Cost	Extended
		Asbestos removal at Fouse Science and Math Building		\$44,640.00
		<div>For equipment purchases please indicate equipment location.</div> <div> <div>Building _____ Room _____</div> <div>All technology requests must be routed through the computer center.</div> </div>		

KANSAS SALES TAX EXEMPTION NO. 71-0021 FEDERAL TAX ID NO 48-0698107

Account Number	Amount
11-00-0000-71000-8220	\$44,640.00

Requested by	Date	Department	Building
Dee Wigner	5/15/08	Admin	SCSC
Person	Date	Approved	Not Approved
Div. Dir.			
Dean			
Comp. Ctr.			
Bus. Mgr.			

GCCC BID RECORD

Please type or print clearly and neatly

Item(s) to be purchased:

Asbestos removal in Fouse Science & math Buildings
on ceilings in classrooms

Bidders and amounts:

(1) Company Asbestos Removal & Maintenance Inc AMOUNT \$ 96,789
Address 215 S Laura, Wichita ks
(2) Company ACM Removal AMOUNT \$ 44,640.00
Address 260 N. Rock Rd, Suite 204, Wichita ks
(3) Company _____ AMOUNT \$ _____
Address _____
(4) Company _____ AMOUNT \$ _____
Address _____

Shipping/other costs _____ are _____ are not included in amounts shown above.

_____ Single source vendor. Please indicate why this is a single source vendor.

Recommendation of bid to accept: #2 ACM Removal

List company name and bidder number (1, 2, 3, 4) from above

Reason for selection if not lowest bid: _____

Due consideration, as per GCCC policy, given to local businesses: Y Yes _____ No

Attach additional information as needed. Please type or print clearly and neatly.

BRIEF BID AMOUNT GUIDE

- \$2,499 and under Bid not required
- \$2,500-\$9,999 Written listing of comparative prices
- \$10,000-\$19,999 Written bids
- Over \$20,000 Contact Business Office

Dee A Wigner
Purchaser's Name (please type or print clearly)

Business Office
Department/Division/Office

Dee A Wigner
Purchaser's Signature

ACM

REMOVAL, LLC

Asbestos & Mold Abatement & Demolition

May 10, 2008

Attn: Mr. Larry Johnston - Project Manager
GARDEN CITY COMMUNITY COLLEGE (GCCC)
801 Campus Drive
Garden City, KS 67846

FAXED
MAY 10 2008
FAXED
BY: *Robin Siepink* 1-4 PAGES
Office Phone No. (620) 276-9559
Office Fax No. (620) 275-3241

Page 1 of 4

RE: Request for Proposal (FRP), 2008 Asbestos Removal Services at the Fouse Science and Math Building (FOUS) located on the GCCC Campus

Remove and Dispose of Asbestos-Containing Ceiling Spray within FOUS
ACM LLC Proposal Number 28-05-102 ACM FEIN Number 26-1214734

Dear Mr. Johnston:

- 1.0 We propose to furnish all labor, materials, insurance, temporary facilities, permits and incidentals to perform subject work in strict accordance with current statutes and regulations of Federal, State and local agencies having jurisdiction over this work as follows:
 - 1.1 United States Environmental Protection Agency (USEPA).
 - 1.2 United States Occupational Safety and Health Administration (OSHA).
 - 1.3 United States Department of Transportation (USDOT).
 - 1.4 National Emission Standards for Hazardous Air Pollutants (NESHAPS).
 - 1.5 Asbestos Hazard Emergency Response Act (AHERA).
 - 1.6 Kansas Administrative Regulation (K.A.R.) 28-50 entitled " State of Kansas Asbestos Control Regulations", administered by the Kansas Department of Health and Environment (KDHE).
- * See attached our current KDHE removal license, per your request.
- 2.0 The proposed LUMP SUM AMOUNT for the work described above, subject to the conditions below, is:
Forty Four Thousand Six Hundred Forty & No/100 Dollars \$ 44,640.00
- 2.1 Work consists of removal and disposal of asbestos-containing ceiling spray at the above referenced project per our walk through with you on May 05, 2008.
- 2.2 Movable objects shall be relocated out of work area by others before our arrival at no cost to ACM.
- 2.3 Sales tax is not included.
- 2.4 Replacement is not included.
- 2.5 There may be some minor paint damage from our duct tape holding up the sheet plastic during the removal process. This minor finish damage will be acceptable to the school and we will not be held responsible to repaint or to pay to have any repainting done.
- 3.0 INSURANCE shall be provided as follows:
 - * See attached our current certificate of insurance coverage, per your request.
 - 3.1 General liability insurance, "occurrence form", with specific coverage for asbestos abatement, with \$ 2,000,000.00 per occurrence, and \$ 2,000,000.00 aggregate.
 - 3.2 Automobile liability insurance in the combined single limit of \$ 1,000,000.00.
 - 3.3 Worker's compensation and employer's liability insurance in the statutory limits.

Continue on next page...

...May 10, 2008

Page 2 of 4

**Request for Proposal (FRP), Asbestos Removal Services at the Fouse Science
and Math Building (FOUS) located on the GCCC Campus**

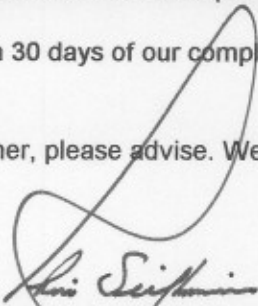
Remove and Dispose of Asbestos-Containing Ceiling Spray within FOUS

ACM LLC Proposal Number 28-05-102

4.0 OTHER CONDITIONS:

- 4.1 We shall have the use of existing water and electrical power at no cost to us for use thereof, or for service charges.
- 4.2 Payment in full shall be made within 30 days of our completion of work and of our providing closeout documentation.

If you have questions or need anything further, please advise. We appreciate the opportunity to be of service.



Yours truly, ACM REMOVAL, LLC, Robin Siefkin / ACM Partner / Owner
Cellular Number (316) 218-3936

If this proposal is acceptable, please sign, date, complete blanks and return to our office.

Name: _____

Dated: _____
Title: _____

(Published in the *Garden City Telegram*
on May 23, 2008 and subsequently on May 30, 2008)

RESOLUTION NO. 2008- 03

**A RESOLUTION OF THE GOVERNING BODY OF GARDEN CITY
COMMUNITY COLLEGE DETERMINING THE ADVISABILITY OF
FINANCING THE ACQUISITION, CONSTRUCTION, INSTALLATION AND
EQUIPPING OF IMPROVEMENTS TO THE PENKA BUILDING AND
FOUSE SCIENCE AND MATH BUILDING BY THE EXECUTION AND
DELIVERY OF A LEASE PURCHASE AGREEMENT.**

WHEREAS, the governing body of Garden City Community College (the "College") has considered the needs of the College, its students and its constituents for improvements to the Penka Building and Fouse Science and Math Building on the College campus in Garden City, Kansas (the "Improvements"), and has found and determined that the acquisition, construction, installation and equipping of the Improvements is in the public interest; and

WHEREAS, the governing body has considered various means of financing the acquisition, construction, installation and equipping of the Improvements, and has found and determined that it would be in the public interest to acquire, construct, install and equip the Improvements through the execution and delivery of a Lease Purchase Agreement; and

WHEREAS, pursuant to K.S.A. 71-201, and subject to the conditions set forth in K.S.A. 10-1116c, the College has legal authority to authorize the acquisition, construction, installation and equipping of the Improvements and the financing of a portion of the cost of such acquisition through the execution and delivery of a Lease Purchase Agreement;

NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF GARDEN CITY COMMUNITY COLLEGE:

Section 1. Authorization to Acquire, Construct, Install and Equip the Improvements. The College is hereby authorized to complete final plans and specifications and to contract for the acquisition, construction, installation and equipping of the Improvements, at an estimated cost of \$1,380,370.

Section 2. Intent to Enter into Lease Purchase Agreement. The governing body shall commence negotiations to enter into a Lease Purchase Agreement (the "Lease") and, if advantageous, to issue certificates of participation therein (the "Certificates") to provide financing in the amount of \$1,084,000 for a portion of the costs of the acquisition, construction, installation and equipping of the Improvements, which Lease shall contain such terms, conditions and provisions as shall be acceptable to the governing body. Ranson Financial Consultants, L.L.C., Wichita, Kansas (the "Financial Advisor") is hereby designated as the financial advisor to the College for the purpose of entering into such negotiations with a suitable lessor.

Section 3. **Conditions to Execution and Delivery of Lease Purchase Agreement and Issuance of Certificates of Participation.** The execution and delivery of the Lease Purchase Agreement and issuance of the Certificates is subject to the publication and protest period requirements of K.S.A. 10-1116c, adoption of a Resolution approving the forms and authorizing the execution and delivery of the Lease and such legal documents as may be necessary in connection with it, the terms of which shall be satisfactory to the governing body and to the lessor named therein.

Section 4. **Expenditure of Funds in Anticipation of Financing.** In order to permit and expedite the acquisition, construction, installation and equipping of the Improvements and realization of the public benefits to be derived from it, the College may expend lawfully available funds prior to execution and delivery of the Lease, to be reimbursed upon execution and delivery of the Lease.

Section 5. **Declaration of Official Intent.** This Resolution shall constitute a declaration of official intent under Treasury Regulation Section 1.150-2.

Section 6. **Total of Payments; Funding Source; Publication of Resolution.** The expected total of all payments to be made by the College pursuant to the Lease (excluding amounts required for maintenance, taxes or insurance on the Improvements) is \$1,177,183.50. The College is receiving a Title V federal grant in respect of the Improvements, which grant will be received over a five year period. The College intends to use the initial proceeds of such grant to pay a portion of Improvement costs, and to use the balance of the grant proceeds to fully pay the principal component of Lease payments over four years. The Secretary of the governing body is hereby authorized and directed to publish this Resolution once each week for two (2) consecutive weeks in a newspaper of general circulation within the boundaries of the College district. If a protest petition signed by not less than 5% of the qualified voters of the College district, as determined by the vote for secretary of state at the last general election, is filed with the county election officer within 30 days following the last publication of this Resolution, the proposed Lease shall not take effect unless approved by a majority of the qualified voters of the College district voting at an election to be held thereon as prescribed in K.S.A. 10-1116c.

Section 7. **Further Authority.** The officials of the College, the Financial Advisor, the College's attorney, Bond Counsel and other consultants are authorized to proceed with the planning and document preparation of the Improvements, the Lease, the Certificates and other legal documents necessary in order to comply with the intent of this resolution, subject to final approval of such documents by the governing body.

ADOPTED BY the governing body of Garden City Community College this 20th day of May, 2008.

(Seal)

Chairperson

ATTEST:

Secretary

GILMORE & BELL, P.C.
5/13/2008

CERTIFICATE OF COUNTY ELECTION OFFICER

STATE OF KANSAS)
) ss:
COUNTY OF FINNEY)

I, the undersigned, County Clerk of Finney County, Kansas, do hereby certify that I have reviewed a copy of Resolution No. ~~2008-03~~ of the governing body of Garden City Community College, adopted on May 20, 2008, declaring it the intent of the College to enter into a financing arrangement for improvements to the Penka Building and Fouse Science and Math Building on the College campus in Garden City, Kansas, involving a Lease Purchase Agreement in a principal amount not to exceed \$1,084,000, and such Resolution was published in the *Garden City Telegram* on May 23, 2008 and May 30, 2008 and no sufficient protest was submitted in my office against the Improvements, or the Lease Purchase Agreement, as provided by K.S.A. 10-1116c.

WITNESS my hand and official seal on June ___, 2008.

(Seal)

County Clerk

Table 3

**Garden City Community College
Certificates of Participation
Series 2008
Allied Health Project**

Estimated Debt Service

Statistics		Dates and Interest	
Issue Size:	\$1,084,000.00	Dated Date:	1-Aug-08
NIC:	3.3351%	Settlement Date:	1-Aug-08
Bond Years:	2,794,000.00	End of First Period:	30-Dec-09
Average Life (Years)	2.5775	Gross Interest:	\$93,183.50
Average Debt Servi	\$294,295.88	Accrued Interest:	\$0.00

Payment Date	Principal	Interest Rate	Interest	Semi-Annual Debt Service	Annual Debt Service	Title V	General Fund	Fiscal Year
1-Feb-09			17,566.75	17,566.75			17,566.75	08-09
1-Aug-09	239,000.00	2.90	17,566.75	256,566.75	274,133.50	240,000.00		
1-Feb-10			14,101.25	14,101.25			30,668.00	09-10
1-Aug-10	270,000.00	3.15	14,101.25	284,101.25	298,202.50	268,100.00		
1-Feb-11			9,848.75	9,848.75			25,850.00	10-11
1-Aug-11	285,000.00	3.35	9,848.75	294,848.75	304,697.50	284,200.00		
1-Feb-12			5,075.00	5,075.00			15,723.75	11-12
1-Aug-12	290,000.00	3.50	5,075.00	295,075.00	300,150.00	291,500.00	3,575.00	12-13
Totals	1,084,000.00		93,183.50	1,177,183.50	1,177,183.50	1,083,800.00	93,383.50	

Table 1

**Garden City Community College
Certificates of Participation
Series 2008
Allied Health Project**

Draft Time Table of Events

<u>Activity</u>	<u>Date</u>
Pass Resolution of Intent	20-May-08
First Publication	24-May-08
Second Publication	31-May-08
Pass Resolution call for COP Sale	11-Jun-08
End of 30 Day Protest Period	30-Jun-08
Sale Date	9-Jul-08
Close COP's (deliver money)	1-Aug-08
First Interest Payment	1-Feb-09

Table 2

**Garden City Community College
Certificates of Participation
Series 2008
Allied Health Project**

Sources and Uses of Funds

Sources of Funds		
Certificate Proceeds		1,084,000
Cash from the College		31,170
First Year Grant		265,200
Total Sources of Funds		1,380,370
Uses of Funds		
Estimated Project Cost - Penka		1,200,000
Estimated Project Cost - Warren Fouse Science & Math		150,000
Costs of Issuance		
Financial Advisor	8,900	
Bond Counsel	8,000	
CUSIP	250	
Title Insurance	1,500	
Trustee	3,200	
Official Statement Prep and Print	3,100	
Total Estimated Costs of Issuance		24,950
Underwriter's Discount	0.50%	5,420
Total Uses of Funds		1,380,370
Underwriter's Discount and COI as percentage of Certificates		2.80%
Sources and Uses Balance		0

Cooling Loop & Datatel				Front Door Project				Chiller # 3				Student Housing & Center			
Series 2004				Series 2004B				Series 2006				Series 2006			
1/6/2004				12/1/2004				5/15/2006				3/1/2002			
\$3,085,000				\$3,120,000				\$760,000				\$3,820,000			
Paid from General Fund \$535,000				Paid from General Fund \$535,000				Paid from Capital Outlay				Paid from Student Fee \$3 p/cr hr			
Payment Schedule:				Payment Schedule:				Payment Schedule:				Payment Schedule:			
	Principal	Interest	Trustee		Principal	Interest	Trustee		Principal	Interest	Trustee		Principal	Interest	Trustee
												4/1/2003	165,000	81665.63	
												10/1/2003		79190.63	1250
												4/1/2004	180,000	79190.63	
8/1/2004		58486.46										10/1/2004		76490.63	1250
2/1/2005	265,000	50131.25		5/1/2005	100,000	51610.00						4/1/2005	185,000	76490.63	
8/1/2005		45825.00		11/1/2005		59947.00						10/1/2005		73715.63	1250
2/1/2006	275,000	45825.00		5/1/2006	30,000	59947.00						4/1/2006	195,000	73715.63	
8/1/2006		41356.25		11/1/2006		59351.50						10/1/2006		70425.00	1250
2/1/2007	280,000	41356.25		5/1/2007	35,000	59351.50		5/1/2007	115,000	27730.46	1250	4/1/2007	200,000	70425.00	
8/1/2007		36806.25	1250	11/1/2007		58656.75	1350	11/1/2007		12298.75		10/1/2007		66675.00	1250
2/1/2008	290,000	36806.25		5/1/2008	35,000	58656.75		5/1/2008	115,000	12298.75	1250	4/1/2008	210,000	66675.00	
8/1/2008		32093.75	1250	11/1/2008		57962.00	1350	11/1/2008		10142.50		10/1/2008		62475.00	1250
2/1/2009	300,000	32093.75		5/1/2009	35,000	57962.00		5/1/2009	125,000	10142.50	1250	4/1/2009	215,000	62475.00	
8/1/2009		27218.75	1250	11/1/2009		57267.25	1350	11/1/2009		7798.75		10/1/2009		58067.50	1250
2/1/2010	310,000	27218.75		5/1/2010	35,000	57267.25		5/1/2010	130,000	7798.75	1250	4/1/2010	225,000	58067.50	
8/1/2010		22181.25	1250	11/1/2010		56572.50	1350	11/1/2010		5328.75		10/1/2010		53342.50	1250
2/1/2011	320,000	22181.25		5/1/2011	35,000	56572.50		5/1/2011	135,000	5328.75	1250	4/1/2011	235,000	53342.50	
8/1/2011		16981.25	1250	11/1/2011		55877.75	1350	11/1/2011		2730.00		10/1/2011		48290.00	1250
2/1/2012	335,000	16981.25		5/1/2012	35,000	55877.75		5/1/2012	140,000	2730.00	1250	4/1/2012	250,000	48290.00	0
8/1/2012		11537.50	1250	11/1/2012		55183.00	1350		760,000	104327.96	7500	10/1/2012		42790.00	1250
2/1/2013	345,000	11537.50		5/1/2013	35,000	55183.00						4/1/2013	260,000	42790.00	
8/1/2013		5931.25	1250	11/1/2013		54488.25	1350					10/1/2013		36810.00	1250
2/1/2014	365,000	5931.25		5/1/2014	30,000	54488.25						4/1/2014	270,000	36810.00	
	3,085,000	588,480.21		11/1/2014		53892.75	1350					10/1/2014		30465.00	1250
				5/1/2015	405,000	53892.75						4/1/2015	285,000	30465.00	
				11/1/2015		45853.50	1350					10/1/2015		23625.00	1250
				5/1/2016	420,000	45853.50						4/1/2016	300,000	23625.00	
				11/1/2016		37516.50	1350					10/1/2016		16125.00	1250
				5/1/2017	440,000	37516.50						4/1/2017	315,000	16125.00	
				11/1/2017		28782.50	1350					10/1/2017		8250.00	1250
				5/1/2018	460,000	28782.50						4/1/2018	330,000	8250.00	
				11/1/2018		19651.50	1350						3,820,000	1,575,139.41	
				5/1/2019	485,000	19651.50									
				11/1/2019		10024.25	1350								
				5/1/2020	505,000	10024.25									
					3,120,000	1,473,664.00									

Tax Credits

	Tax Credit	Contribution
2008	78,125	130,208.33
2009	156,250	260,416.67
2010	208,233	347,055.00
2011	208,233	347,055.00
2012	<u>208,233</u>	<u>347,055.00</u>
	859,074	1,431,790.00

-----Original Message-----

From: Sheila Frahm [mailto:frahm@kacct.org]

Sent: Monday, May 05, 2008 1:34 PM

To: Bill Wojciechowski; Carl Heilman ; Carol Ballantyne; Clayton Tatro; David Reist; dbain@indycc.edu; Don Woodburn; Duane Dunn; Ed Berger; Gayle Shaw; George Knox; Jackie Vietti; John Masterson; Larry Tyree; Lynn Kreider; Pat McAtee; Richard Burke; Richard Underbakke; Terry Calaway; Tom Burke; Vicky Smith

Cc: Larry Manes

Subject: Funding Distribution # 5

Presidents, Please find attached the Distribution Committee's recommendation from their last meeting. By now the committee has reviewed this attachment and we wanted to forward for review to all colleges.

This topic will be discussed at the June Retreat. Likely, your board will want to review this option. However, with the uncertain TEA funding, likely less funding than anticipated from 2008 legislature and the challenge of seeking a distribution alternative effective to all 19, it is going to be difficult to determine the best solution at this time.

Thanks. Sheila

Sheila Frahm, Executive Director

Kansas Association of Community College Trustees 700 SW Jackson, Suite 1000 Topeka, KS 66603

785-357-5156

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%								
2	Funding is for 07/08 unadjusted												
3													
4	Base Credit Hour Aid		\$ 60.00	100.00%									
5	State Wide Access Adder		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11	06-07							Phase out amount		100%			
12		Credit Hours	ST wide Access A	Crđ Hr	ST wide Access A	Proforma Total Aid	Current Aid 07- 08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 0	Diff from current
13			\$	\$	\$	\$	\$	\$					
14	Allen Co.	49,354.67	33,708.45	2,961,280	1,011,253	3,972,533	5,055,599	(1,083,066)	(1,083,066)	1,077,628	0	5,050,162	(5,437)
15	Barton Co.	77,893.33	59,651.34	4,673,600	1,789,540	6,463,140	7,798,365	(1,335,225)	(1,335,225)	1,328,522	0	7,791,662	(6,703)
16	Butler Co.	160,622.17	123,673.72	9,637,330	3,710,212	13,347,542	14,649,271	(1,301,729)	(1,301,729)	1,295,194	0	14,642,736	(6,535)
17	Cloud Co.	44,499.50	37,043.70	2,669,970	1,111,311	3,781,281	4,549,274	(767,993)	(767,993)	764,137	0	4,545,418	(3,856)
18	Coffeyville	24,097.00	6,240.55	1,445,820	187,216	1,633,036	1,702,425	(69,389)	(69,389)	69,040	0	1,702,077	(348)
19	Colby	30,164.83	22,591.95	1,809,890	677,759	2,487,649	3,152,946	(665,297)	(665,297)	661,957	0	3,149,606	(3,340)
20	Cowley Co.**	98,084.83	71,456.50	5,885,090	2,143,695	8,028,785	9,152,346	(1,123,561)	(1,123,561)	1,117,920	0	9,146,705	(5,641)
21	Dodge City**	31,667.00	13,100.28	1,900,020	393,008	2,293,028	2,621,230	(328,202)	(328,202)	326,554	0	2,619,582	(1,648)
22	Fort Scott	38,525.00	26,638.42	2,311,500	799,153	3,110,653	3,470,919	(360,266)	(360,266)	358,458	0	3,469,110	(1,809)
23	Garden City	39,299.33	13,116.67	2,357,960	393,500	2,751,460	2,826,260	(74,800)	(74,800)	74,424	0	2,825,884	(376)
24	Highland	47,908.00	39,138.46	2,874,480	1,174,154	4,048,634	4,551,794	(503,160)	(503,160)	500,634	0	4,549,268	(2,526)
25	Hutchinson**	82,429.33	44,104.82	4,945,760	1,323,144	6,268,904	7,375,067	(1,106,163)	(1,106,163)	1,100,609	0	7,369,514	(5,553)
26	Independence	17,813.00	6,145.63	1,068,780	184,369	1,253,149	2,220,875	(967,726)	(967,726)	962,868	0	2,216,017	(4,858)
27	Johnson Co.**	286,795.67	55,026.86	17,207,740	1,650,806	18,858,546	20,409,020	(1,550,474)	(1,550,474)	1,542,690	0	20,401,236	(7,784)
28	Kansas City	91,672.50	31,782.18	5,500,350	953,465	6,453,815	6,722,640	(268,825)	(268,825)	267,475	0	6,721,290	(1,350)
29	Labette	28,323.67	19,093.33	1,699,420	572,800	2,272,220	2,713,445	(441,225)	(441,225)	439,010	0	2,711,230	(2,215)
30	Neosho Co.	30,783.17	20,756.67	1,846,990	622,700	2,469,690	2,729,937	(260,247)	(260,247)	258,940	0	2,728,630	(1,307)
31	Pratt**	25,987.17	17,877.33	1,559,230	536,320	2,095,550	2,903,492	(807,942)	(807,942)	803,886	0	2,899,436	(4,056)
32	Seward Co.	24,134.25	10,572.92	1,448,055	317,188	1,765,243	1,699,902	65,341	0	0	0	1,765,243	65,341
33													
34		1,230,054.42	651,719.76	73,803,265	19,551,593	93,354,858	106,304,807	(12,949,949)	(13,015,290)	12,949,949	0	106,304,807	(0)
35											OK	OK	OK
36	Running Total			73,803,265	93,354,858			Funds Available	12,949,949				
37													
38	Funding Level 07/08				106,304,807								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											0	
3									1,228,264.67	100.00%	1,228,264.67	-	
4	Base Credit Hour Aid		\$ 60.00	100.00%					656,113.37	50.00%	328,056.68	-	
5	State Wide Access Adder		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11		06-07						Phase out amount		100%			
12		Credit Hours	ST wide Access A	Crd Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current
13			\$	\$	\$	\$	\$	\$					
14	Allen Co.	51,861.33	35,396.41	3,111,680	1,061,892	4,173,572	5,055,599	(882,027)	(882,027)	882,027	0	5,055,599	0
15	Barton Co.	78,924.17	58,658.24	4,735,450	1,759,747	6,495,197	7,798,365	(1,303,168)	(1,303,168)	1,303,168	0	7,798,365	0
16	Butler Co.	160,049.50	123,517.25	9,602,970	3,705,517	13,308,487	14,649,271	(1,340,784)	(1,340,784)	1,340,784	0	14,649,271	0
17	Cloud Co.	42,192.33	35,264.44	2,531,540	1,057,933	3,589,473	4,549,274	(959,801)	(959,801)	959,801	0	4,549,274	0
18	Coffeyville	23,449.50	6,549.31	1,406,970	196,479	1,603,449	1,702,425	(98,976)	(98,976)	98,976	0	1,702,425	0
19	Colby	28,801.33	21,442.56	1,728,080	643,277	2,371,357	3,152,946	(781,589)	(781,589)	781,589	0	3,152,946	0
20	Cowley Co.**	97,334.17	71,590.83	5,840,050	2,147,725	7,987,775	9,152,346	(1,164,571)	(1,164,571)	1,164,571	0	9,152,346	0
21	Dodge City**	30,894.33	12,879.26	1,853,660	386,378	2,240,038	2,621,230	(381,192)	(381,192)	381,192	0	2,621,230	0
22	Fort Scott	38,173.67	28,356.85	2,290,420	850,705	3,141,125	3,470,919	(329,794)	(329,794)	329,794	0	3,470,919	0
23	Garden City	38,022.33	12,681.67	2,281,340	380,450	2,661,790	2,826,260	(164,470)	(164,470)	164,470	0	2,826,260	0
24	Highland	46,749.00	38,398.83	2,804,940	1,151,965	3,956,905	4,551,794	(594,889)	(594,889)	594,889	0	4,551,794	0
25	Hutchinson**	83,474.83	47,026.50	5,008,490	1,410,795	6,419,285	7,375,067	(955,782)	(955,782)	955,782	0	7,375,067	0
26	Independence	17,701.67	7,185.53	1,062,100	215,566	1,277,666	2,220,875	(943,209)	(943,209)	943,209	0	2,220,875	0
27	Johnson Co.**	289,679.67	56,034.22	17,380,780	1,681,027	19,061,807	20,409,020	(1,347,213)	(1,347,213)	1,347,213	0	20,409,020	0
28	Kansas City	92,760.67	33,957.54	5,565,640	1,018,726	6,584,366	6,722,640	(138,274)	(138,274)	138,274	0	6,722,640	0
29	Labette	27,600.83	18,763.29	1,656,050	562,899	2,218,949	2,713,445	(494,496)	(494,496)	494,496	0	2,713,445	0
30	Neosho Co.	32,144.00	21,261.62	1,928,640	637,849	2,566,489	2,729,937	(163,448)	(163,448)	163,448	0	2,729,937	0
31	Pratt**	26,162.00	17,568.50	1,569,720	527,055	2,096,775	2,903,492	(806,717)	(806,717)	806,717	0	2,903,492	0
32	Seward Co.	22,289.33	9,580.50	1,337,360	287,415	1,624,775	1,699,902	(75,127)	(75,127)	75,127	0	1,699,902	0
33													
34		1,228,264.67	656,113.37	73,695,880	19,683,401	93,379,281	106,304,807	(12,925,526)	(12,925,526)	12,925,526	0	106,304,807	0
35											OK	OK	OK
36	Running Total			73,695,880	93,379,281		Funds Available		12,925,526				
37										0			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 0				0								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											3,271,335	
3									1,224,395.17	100.00%	1,224,395.17	2.11	
4	Base Credit Hour Aid		\$ 60.00	100.00%					658,525.25	50.00%	329,262.62	1.05	
5	State Wide Access Adder		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11		06-07						Phase out amount		75%			
12		Credit Hours	ST wide Access A	Crd Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current
13			\$	\$	\$	\$	\$	\$					
14	Allen Co.	53,497.00	36,026.03	3,209,820	1,080,781	4,290,601	5,055,599	(764,998)	(764,998)	573,749	150,569	5,014,919	(40,680)
15	Barton Co.	79,373.67	58,587.68	4,762,420	1,757,630	6,520,050	7,798,365	(1,278,315)	(1,278,315)	958,736	228,807	7,707,593	(90,772)
16	Butler Co.	158,909.67	122,632.23	9,534,580	3,678,967	13,213,547	14,649,271	(1,435,724)	(1,435,724)	1,076,793	463,701	14,754,041	104,770
17	Cloud Co.	40,145.67	33,759.55	2,408,740	1,012,786	3,421,526	4,549,274	(1,127,748)	(1,127,748)	845,811	120,071	4,387,408	(161,866)
18	Coffeyville	22,854.00	6,755.91	1,371,240	202,677	1,573,917	1,702,425	(128,508)	(128,508)	96,381	55,233	1,725,531	23,106
19	Colby	28,104.67	20,774.50	1,686,280	623,235	2,309,515	3,152,946	(843,431)	(843,431)	632,573	81,047	3,023,136	(129,810)
20	Cowley Co.**	96,892.50	72,073.83	5,813,550	2,162,215	7,975,765	9,152,346	(1,176,581)	(1,176,581)	882,436	279,892	9,138,093	(14,253)
21	Dodge City**	29,923.50	13,114.72	1,795,410	393,442	2,188,852	2,621,230	(432,378)	(432,378)	324,284	76,813	2,589,948	(31,282)
22	Fort Scott	37,545.17	29,625.49	2,252,710	888,765	3,141,475	3,470,919	(329,444)	(329,444)	247,083	110,243	3,498,801	27,882
23	Garden City	36,745.67	12,164.00	2,204,740	364,920	2,569,660	2,826,260	(256,600)	(256,600)	192,450	90,177	2,852,287	26,027
24	Highland	46,016.67	38,017.69	2,761,000	1,140,531	3,901,531	4,551,794	(650,263)	(650,263)	487,697	136,916	4,526,144	(25,650)
25	Hutchinson**	83,755.83	49,462.22	5,025,350	1,483,867	6,509,217	7,375,067	(865,850)	(865,850)	649,388	228,427	7,387,031	11,964
26	Independence	18,544.67	7,247.42	1,112,680	217,423	1,330,103	2,220,875	(890,772)	(890,772)	668,079	46,677	2,044,859	(176,016)
27	Johnson Co.**	290,968.00	56,770.34	17,458,080	1,703,110	19,161,190	20,409,020	(1,247,830)	(1,247,830)	935,872	672,420	20,769,483	360,463
28	Kansas City	93,855.33	35,567.97	5,631,320	1,067,039	6,698,359	6,722,640	(24,281)	(24,281)	18,211	235,064	6,951,634	228,994
29	Labette	26,941.83	18,171.10	1,616,510	545,133	2,161,643	2,713,445	(551,802)	(551,802)	413,851	75,858	2,651,353	(62,092)
30	Neosho Co.	32,488.33	21,473.05	1,949,300	644,192	2,593,492	2,729,937	(136,445)	(136,445)	102,334	91,013	2,786,839	56,902
31	Pratt**	26,708.83	17,442.83	1,602,530	523,285	2,125,815	2,903,492	(777,677)	(777,677)	583,258	74,601	2,783,674	(119,818)
32	Seward Co.	21,124.17	8,858.67	1,267,450	265,760	1,533,210	1,699,902	(166,692)	(166,692)	125,019	53,805	1,712,034	12,132
33													
34		1,224,395.17	658,525.25	73,463,710	19,755,757	93,219,467	106,304,807	(13,085,340)	(13,085,340)	9,814,005	3,271,335	106,304,807	(0)
35											OK	OK	OK
36	Running Total			73,463,710	93,219,467		Funds Available		13,085,340				
37										3,271,335			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 1				0								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											6,575,345	
3									1,223,590.50	100.00%	1,223,590.50	4.24	
4	Base Credit Hour Aid		\$ 60.00	100.00%					657,956.21	50.00%	328,978.11	2.12	
5	State Wide Access Adder A		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11		06-07						Phase out amount		50%			
12		Credit Hours	ST wide Access A	Crdr Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current
13				\$	\$	\$	\$	\$					
14	Allen Co.	54,772.00	36,939.67	3,286,320	1,108,190	4,394,510	5,055,599	(661,089)	(661,089)	326,235	310,189	5,030,935	(24,664)
15	Barton Co.	79,091.00	58,371.69	4,745,460	1,751,151	6,496,611	7,798,365	(1,301,754)	(1,301,754)	642,392	458,568	7,597,570	(200,795)
16	Butler Co.	157,294.50	121,097.33	9,437,670	3,632,920	13,070,590	14,649,271	(1,578,681)	(1,578,681)	779,050	922,596	14,772,236	122,965
17	Cloud Co.	39,329.00	33,106.28	2,359,740	993,189	3,352,929	4,549,274	(1,196,345)	(1,196,345)	590,375	236,669	4,179,972	(369,302)
18	Coffeyville	22,782.00	6,988.05	1,366,920	209,642	1,576,562	1,702,425	(125,863)	(125,863)	62,111	111,283	1,749,956	47,531
19	Colby	28,204.00	20,641.83	1,692,240	619,255	2,311,495	3,152,946	(841,451)	(841,451)	415,241	163,158	2,889,894	(263,052)
20	Cowley Co.**	96,207.00	71,853.00	5,772,420	2,155,590	7,928,010	9,152,346	(1,224,336)	(1,224,336)	604,187	559,604	9,091,801	(60,545)
21	Dodge City**	29,837.00	12,967.01	1,790,220	389,010	2,179,230	2,621,230	(442,000)	(442,000)	218,119	153,822	2,551,172	(70,058)
22	Fort Scott	37,171.00	30,376.93	2,230,260	911,308	3,141,568	3,470,919	(329,351)	(329,351)	162,529	221,750	3,525,846	54,927
23	Garden City	35,574.00	11,605.00	2,134,440	348,150	2,482,590	2,826,260	(343,670)	(343,670)	169,595	175,235	2,827,420	1,160
24	Highland	45,379.00	37,987.09	2,722,740	1,139,613	3,862,353	4,551,794	(689,441)	(689,441)	340,227	272,627	4,475,206	(76,588)
25	Hutchinson**	83,465.00	50,981.23	5,007,900	1,529,437	6,537,337	7,375,067	(837,730)	(837,730)	413,405	461,442	7,412,184	37,117
26	Independence	19,688.50	7,483.18	1,181,310	224,495	1,405,805	2,220,875	(815,070)	(815,070)	402,222	99,230	1,907,257	(313,618)
27	Johnson Co.**	291,634.00	56,479.26	17,498,040	1,694,378	19,192,418	20,409,020	(1,216,602)	(1,216,602)	600,371	1,354,710	21,147,498	738,478
28	Kansas City	96,629.00	36,620.11	5,797,740	1,098,603	6,896,343	6,722,640	173,703	0	0	486,783	7,383,126	660,486
29	Labette	26,545.50	17,794.44	1,592,730	533,833	2,126,563	2,713,445	(586,882)	(586,882)	289,615	150,105	2,566,284	(147,161)
30	Neosho Co.	32,197.50	21,056.10	1,931,850	631,683	2,563,533	2,729,937	(166,404)	(166,404)	82,117	180,949	2,826,599	96,662
31	Pratt**	26,930.50	16,851.00	1,615,830	505,530	2,121,360	2,903,492	(782,132)	(782,132)	385,968	149,738	2,657,065	(246,427)
32	Seward Co.	20,860.00	8,757.00	1,251,600	262,710	1,514,310	1,699,902	(185,592)	(185,592)	91,586	106,889	1,712,785	12,883
33													
34		1,223,590.50	657,956.21	73,415,430	19,738,686	93,154,116	106,304,807	(13,150,691)	(13,324,394)	6,575,345	6,575,345	106,304,807	0
35											OK	OK	OK
36	Running Total			73,415,430	93,154,116		Funds Available		13,150,691				
37										6,575,345			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 2				0								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											9,863,018	
3									1,223,590.50	100.00%	1,223,590.50	6.35	
4	Base Credit Hour Aid		\$ 60.00	100.00%					657,956.21	50.00%	328,978.11	3.18	
5	State Wide Access Adder A		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11		06-07						Phase out amount		25%			
12		Credit Hours	ST wide Access A	Crd Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current
13			\$	\$	\$	\$	\$	\$					
14	Allen Co.	54,772.00	36,939.67	3,286,320	1,108,190	4,394,510	5,055,599	(661,089)	(661,089)	163,118	465,284	5,022,912	(32,687)
15	Barton Co.	79,091.00	58,371.69	4,745,460	1,751,151	6,496,611	7,798,365	(1,301,754)	(1,301,754)	321,196	687,851	7,505,658	(292,707)
16	Butler Co.	157,294.50	121,097.33	9,437,670	3,632,920	13,070,590	14,649,271	(1,578,681)	(1,578,681)	389,525	1,383,894	14,844,009	194,738
17	Cloud Co.	39,329.00	33,106.28	2,359,740	993,189	3,352,929	4,549,274	(1,196,345)	(1,196,345)	295,187	355,003	4,003,119	(546,155)
18	Coffeyville	22,782.00	6,988.05	1,366,920	209,642	1,576,562	1,702,425	(125,863)	(125,863)	31,056	166,924	1,774,541	72,116
19	Colby	28,204.00	20,641.83	1,692,240	619,255	2,311,495	3,152,946	(841,451)	(841,451)	207,620	244,738	2,763,853	(389,093)
20	Cowley Co.**	96,207.00	71,853.00	5,772,420	2,155,590	7,928,010	9,152,346	(1,224,336)	(1,224,336)	302,094	839,406	9,069,510	(82,836)
21	Dodge City**	29,837.00	12,967.01	1,790,220	389,010	2,179,230	2,621,230	(442,000)	(442,000)	109,059	230,734	2,519,023	(102,207)
22	Fort Scott	37,171.00	30,376.93	2,230,260	911,308	3,141,568	3,470,919	(329,351)	(329,351)	81,264	332,624	3,555,457	84,538
23	Garden City	35,574.00	11,605.00	2,134,440	348,150	2,482,590	2,826,260	(343,670)	(343,670)	84,797	262,853	2,830,240	3,980
24	Highland	45,379.00	37,987.09	2,722,740	1,139,613	3,862,353	4,551,794	(689,441)	(689,441)	170,113	408,940	4,441,406	(110,388)
25	Hutchinson**	83,465.00	50,981.23	5,007,900	1,529,437	6,537,337	7,375,067	(837,730)	(837,730)	206,702	692,163	7,436,203	61,136
26	Independence	19,688.50	7,483.18	1,181,310	224,495	1,405,805	2,220,875	(815,070)	(815,070)	201,111	148,845	1,755,761	(465,114)
27	Johnson Co.**	291,634.00	56,479.26	17,498,040	1,694,378	19,192,418	20,409,020	(1,216,602)	(1,216,602)	300,186	2,032,064	21,524,668	1,115,648
28	Kansas City	96,629.00	36,620.11	5,797,740	1,098,603	6,896,343	6,722,640	173,703	0	0	730,174	7,626,518	903,878
29	Labette	26,545.50	17,794.44	1,592,730	533,833	2,126,563	2,713,445	(586,882)	(586,882)	144,808	225,157	2,496,528	(216,917)
30	Neosho Co.	32,197.50	21,056.10	1,931,850	631,683	2,563,533	2,729,937	(166,404)	(166,404)	41,059	271,423	2,876,015	146,078
31	Pratt**	26,930.50	16,851.00	1,615,830	505,530	2,121,360	2,903,492	(782,132)	(782,132)	192,984	224,606	2,538,950	(364,542)
32	Seward Co.	20,860.00	8,757.00	1,251,600	262,710	1,514,310	1,699,902	(185,592)	(185,592)	45,793	160,333	1,720,436	20,534
33													
34		1,223,590.50	657,956.21	73,415,430	19,738,686	93,154,116	106,304,807	(13,150,691)	(13,324,394)	3,287,673	9,863,018	106,304,807	0
35											OK	OK	OK
36	Running Total			73,415,430	93,154,116		Funds Available		13,150,691				
37										9,863,018			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 3				0								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											13,150,691	
3									1,223,590.50	100.00%	1,223,590.50	8.47	
4	Base Credit Hour Aid		\$ 60.00	100.00%					657,956.21	50.00%	328,978.11	4.24	
5	State Wide Access Adder A		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11		06-07						Phase out amount		0%			
12		Credit Hours	ST wide Access A	Crd Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current
13			\$	\$	\$	\$	\$	\$					
14	Allen Co.	54,772.00	36,939.67	3,286,320	1,108,190	4,394,510	5,055,599	(661,089)	(661,089)	0	620,379	5,014,889	(40,710)
15	Barton Co.	79,091.00	58,371.69	4,745,460	1,751,151	6,496,611	7,798,365	(1,301,754)	(1,301,754)	0	917,135	7,413,746	(384,619)
16	Butler Co.	157,294.50	121,097.33	9,437,670	3,632,920	13,070,590	14,649,271	(1,578,681)	(1,578,681)	0	1,845,193	14,915,782	266,511
17	Cloud Co.	39,329.00	33,106.28	2,359,740	993,189	3,352,929	4,549,274	(1,196,345)	(1,196,345)	0	473,337	3,826,266	(723,008)
18	Coffeyville	22,782.00	6,988.05	1,366,920	209,642	1,576,562	1,702,425	(125,863)	(125,863)	0	222,565	1,799,127	96,702
19	Colby	28,204.00	20,641.83	1,692,240	619,255	2,311,495	3,152,946	(841,451)	(841,451)	0	326,317	2,637,812	(515,134)
20	Cowley Co.**	96,207.00	71,853.00	5,772,420	2,155,590	7,928,010	9,152,346	(1,224,336)	(1,224,336)	0	1,119,208	9,047,218	(105,128)
21	Dodge City**	29,837.00	12,967.01	1,790,220	389,010	2,179,230	2,621,230	(442,000)	(442,000)	0	307,645	2,486,875	(134,355)
22	Fort Scott	37,171.00	30,376.93	2,230,260	911,308	3,141,568	3,470,919	(329,351)	(329,351)	0	443,499	3,585,067	114,148
23	Garden City	35,574.00	11,605.00	2,134,440	348,150	2,482,590	2,826,260	(343,670)	(343,670)	0	350,471	2,833,061	6,801
24	Highland	45,379.00	37,987.09	2,722,740	1,139,613	3,862,353	4,551,794	(689,441)	(689,441)	0	545,253	4,407,606	(144,188)
25	Hutchinson**	83,465.00	50,981.23	5,007,900	1,529,437	6,537,337	7,375,067	(837,730)	(837,730)	0	922,885	7,460,221	85,154
26	Independence	19,688.50	7,483.18	1,181,310	224,495	1,405,805	2,220,875	(815,070)	(815,070)	0	198,459	1,604,265	(616,610)
27	Johnson Co.**	291,634.00	56,479.26	17,498,040	1,694,378	19,192,418	20,409,020	(1,216,602)	(1,216,602)	0	2,709,419	21,901,837	1,492,817
28	Kansas City	96,629.00	36,620.11	5,797,740	1,098,603	6,896,343	6,722,640	173,703	0	0	973,566	7,869,909	1,147,269
29	Labette	26,545.50	17,794.44	1,592,730	533,833	2,126,563	2,713,445	(586,882)	(586,882)	0	300,210	2,426,773	(286,672)
30	Neosho Co.	32,197.50	21,056.10	1,931,850	631,683	2,563,533	2,729,937	(166,404)	(166,404)	0	361,897	2,925,430	195,493
31	Pratt**	26,930.50	16,851.00	1,615,830	505,530	2,121,360	2,903,492	(782,132)	(782,132)	0	299,475	2,420,835	(482,657)
32	Seward Co.	20,860.00	8,757.00	1,251,600	262,710	1,514,310	1,699,902	(185,592)	(185,592)	0	213,777	1,728,087	28,185
33													
34		1,223,590.50	657,956.21	73,415,430	19,738,686	93,154,116	106,304,807	(13,150,691)	(13,324,394)	0	13,150,691	106,304,807	0
35											OK	OK	OK
36	Running Total			73,415,430	93,154,116		Funds Available		13,150,691				
37										13,150,691			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 4				0								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											13,150,691	
3									1,223,590.50	100.00%	1,223,590.50	8.47	
4	Base Credit Hour Aid		\$ 60.00	100.00%					657,956.21	50.00%	328,978.11	4.24	
5	State Wide Access Adder A		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11		06-07						Phase out amount		0%			
12		Credit Hours	ST wide Access A	Crd Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current
13			\$	\$	\$	\$	\$	\$					
14	Allen Co.	54,772.00	36,939.67	3,286,320	1,108,190	4,394,510	5,055,599	(661,089)	(661,089)	0	620,379	5,014,889	(40,710)
15	Barton Co.	79,091.00	58,371.69	4,745,460	1,751,151	6,496,611	7,798,365	(1,301,754)	(1,301,754)	0	917,135	7,413,746	(384,619)
16	Butler Co.	157,294.50	121,097.33	9,437,670	3,632,920	13,070,590	14,649,271	(1,578,681)	(1,578,681)	0	1,845,193	14,915,782	266,511
17	Cloud Co.	39,329.00	33,106.28	2,359,740	993,189	3,352,929	4,549,274	(1,196,345)	(1,196,345)	0	473,337	3,826,266	(723,008)
18	Coffeyville	22,782.00	6,988.05	1,366,920	209,642	1,576,562	1,702,425	(125,863)	(125,863)	0	222,565	1,799,127	96,702
19	Colby	28,204.00	20,641.83	1,692,240	619,255	2,311,495	3,152,946	(841,451)	(841,451)	0	326,317	2,637,812	(515,134)
20	Cowley Co.**	96,207.00	71,853.00	5,772,420	2,155,590	7,928,010	9,152,346	(1,224,336)	(1,224,336)	0	1,119,208	9,047,218	(105,128)
21	Dodge City**	29,837.00	12,967.01	1,790,220	389,010	2,179,230	2,621,230	(442,000)	(442,000)	0	307,645	2,486,875	(134,355)
22	Fort Scott	37,171.00	30,376.93	2,230,260	911,308	3,141,568	3,470,919	(329,351)	(329,351)	0	443,499	3,585,067	114,148
23	Garden City	35,574.00	11,605.00	2,134,440	348,150	2,482,590	2,826,260	(343,670)	(343,670)	0	350,471	2,833,061	6,801
24	Highland	45,379.00	37,987.09	2,722,740	1,139,613	3,862,353	4,551,794	(689,441)	(689,441)	0	545,253	4,407,606	(144,188)
25	Hutchinson**	83,465.00	50,981.23	5,007,900	1,529,437	6,537,337	7,375,067	(837,730)	(837,730)	0	922,885	7,460,221	85,154
26	Independence	19,688.50	7,483.18	1,181,310	224,495	1,405,805	2,220,875	(815,070)	(815,070)	0	198,459	1,604,265	(616,610)
27	Johnson Co.**	291,634.00	56,479.26	17,498,040	1,694,378	19,192,418	20,409,020	(1,216,602)	(1,216,602)	0	2,709,419	21,901,837	1,492,817
28	Kansas City	96,629.00	36,620.11	5,797,740	1,098,603	6,896,343	6,722,640	173,703	0	0	973,566	7,869,909	1,147,269
29	Labette	26,545.50	17,794.44	1,592,730	533,833	2,126,563	2,713,445	(586,882)	(586,882)	0	300,210	2,426,773	(286,672)
30	Neosho Co.	32,197.50	21,056.10	1,931,850	631,683	2,563,533	2,729,937	(166,404)	(166,404)	0	361,897	2,925,430	195,493
31	Pratt**	26,930.50	16,851.00	1,615,830	505,530	2,121,360	2,903,492	(782,132)	(782,132)	0	299,475	2,420,835	(482,657)
32	Seward Co.	20,860.00	8,757.00	1,251,600	262,710	1,514,310	1,699,902	(185,592)	(185,592)	0	213,777	1,728,087	28,185
33													
34		1,223,590.50	657,956.21	73,415,430	19,738,686	93,154,116	106,304,807	(13,150,691)	(13,324,394)	0	13,150,691	106,304,807	0
35											OK	OK	OK
36	Running Total			73,415,430	93,154,116		Funds Available		13,150,691				
37										13,150,691			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 5				0								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											13,150,691	
3									1,223,590.50	100.00%	1,223,590.50	8.47	
4	Base Credit Hour Aid		\$ 60.00	100.00%					657,956.21	50.00%	328,978.11	4.24	
5	State Wide Access Adder A		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11		06-07						Phase out amount		0%			
12		Credit Hours	ST wide Access A	Crld Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current
13			\$	\$	\$	\$	\$	\$					
14	Allen Co.	54,772.00	36,939.67	3,286,320	1,108,190	4,394,510	5,055,599	(661,089)	(661,089)	0	620,379	5,014,889	(40,710)
15	Barton Co.	79,091.00	58,371.69	4,745,460	1,751,151	6,496,611	7,798,365	(1,301,754)	(1,301,754)	0	917,135	7,413,746	(384,619)
16	Butler Co.	157,294.50	121,097.33	9,437,670	3,632,920	13,070,590	14,849,271	(1,578,681)	(1,578,681)	0	1,845,193	14,915,782	266,511
17	Cloud Co.	39,329.00	33,106.28	2,359,740	993,189	3,352,929	4,549,274	(1,196,345)	(1,196,345)	0	473,337	3,826,266	(723,008)
18	Coffeyville	22,782.00	6,988.05	1,366,920	209,642	1,576,562	1,702,425	(125,863)	(125,863)	0	222,565	1,799,127	96,702
19	Colby	28,204.00	20,641.83	1,692,240	619,255	2,311,495	3,152,946	(841,451)	(841,451)	0	326,317	2,637,812	(515,134)
20	Cowley Co.**	96,207.00	71,853.00	5,772,420	2,155,590	7,928,010	9,152,346	(1,224,336)	(1,224,336)	0	1,119,208	9,047,218	(105,128)
21	Dodge City**	29,837.00	12,967.01	1,790,220	389,010	2,179,230	2,621,230	(442,000)	(442,000)	0	307,645	2,486,875	(134,355)
22	Fort Scott	37,171.00	30,376.93	2,230,260	911,308	3,141,568	3,470,919	(329,351)	(329,351)	0	443,499	3,585,067	114,148
23	Garden City	35,574.00	11,605.00	2,134,440	348,150	2,482,590	2,826,260	(343,670)	(343,670)	0	350,471	2,833,061	6,801
24	Highland	45,379.00	37,987.09	2,722,740	1,139,613	3,862,353	4,551,794	(689,441)	(689,441)	0	545,253	4,407,606	(144,188)
25	Hutchinson**	83,465.00	50,981.23	5,007,900	1,529,437	6,537,337	7,375,067	(837,730)	(837,730)	0	922,885	7,460,221	85,154
26	Independence	19,688.50	7,483.18	1,181,310	224,495	1,405,805	2,220,875	(815,070)	(815,070)	0	198,459	1,604,265	(616,610)
27	Johnson Co.**	291,634.00	56,479.26	17,498,040	1,694,378	19,192,418	20,409,020	(1,216,602)	(1,216,602)	0	2,709,419	21,901,837	1,492,817
28	Kansas City	96,629.00	36,620.11	5,797,740	1,098,603	6,896,343	6,722,640	173,703	0	0	973,566	7,869,909	1,147,269
29	Labette	26,545.50	17,794.44	1,592,730	533,833	2,126,563	2,713,445	(586,882)	(586,882)	0	300,210	2,426,773	(286,672)
30	Neosho Co.	32,197.50	21,056.10	1,931,850	631,683	2,563,533	2,729,937	(166,404)	(166,404)	0	361,897	2,925,430	195,493
31	Pratt**	26,930.50	16,851.00	1,615,830	505,530	2,121,360	2,903,492	(782,132)	(782,132)	0	299,475	2,420,835	(482,657)
32	Seward Co.	20,860.00	8,757.00	1,251,600	262,710	1,514,310	1,699,902	(185,592)	(185,592)	0	213,777	1,728,087	28,185
33													
34		1,223,590.50	657,956.21	73,415,430	19,738,686	93,154,116	106,304,807	(13,150,691)	(13,324,394)	0	13,150,691	106,304,807	0
35											OK	OK	OK
36	Running Total			73,415,430	93,154,116		Funds Available		13,150,691				
37										13,150,691			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 6				0								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											13,150,691	
3									1,223,590.50	100.00%	1,223,590.50	8.47	
4	Base Credit Hour Aid	\$ 60.00	100.00%						657,956.21	50.00%	328,978.11	4.24	
5	State Wide Access Adder A	\$ 30.00	50.00%										
6													
7													
8													
9													
10													
11	06-07							Phase out amount		0%			
12	Credit Hours	ST wide Access A	Crld Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current	
13			\$	\$	\$	\$	\$						
14	Allen Co.	54,772.00	36,939.67	3,286,320	1,108,190	4,394,510	5,055,599	(661,089)	(661,089)	0	620,379	5,014,889	(40,710)
15	Barton Co.	79,091.00	58,371.69	4,745,460	1,751,151	6,496,611	7,798,365	(1,301,754)	(1,301,754)	0	917,135	7,413,746	(384,619)
16	Butler Co.	157,294.50	121,097.33	9,437,670	3,632,920	13,070,590	14,649,271	(1,578,681)	(1,578,681)	0	1,845,193	14,915,782	266,511
17	Cloud Co.	39,329.00	33,106.28	2,359,740	993,189	3,352,929	4,549,274	(1,196,345)	(1,196,345)	0	473,337	3,826,266	(723,008)
18	Coffeyville	22,782.00	6,988.05	1,366,920	209,642	1,576,562	1,702,425	(125,863)	(125,863)	0	222,565	1,799,127	96,702
19	Colby	28,204.00	20,641.83	1,692,240	619,255	2,311,495	3,152,946	(841,451)	(841,451)	0	326,317	2,637,812	(515,134)
20	Cowley Co.**	96,207.00	71,853.00	5,772,420	2,155,590	7,928,010	9,152,346	(1,224,336)	(1,224,336)	0	1,119,208	9,047,218	(105,128)
21	Dodge City**	29,837.00	12,967.01	1,790,220	389,010	2,179,230	2,621,230	(442,000)	(442,000)	0	307,645	2,486,875	(134,355)
22	Fort Scott	37,171.00	30,376.93	2,230,260	911,308	3,141,568	3,470,919	(329,351)	(329,351)	0	443,499	3,585,067	114,148
23	Garden City	35,574.00	11,605.00	2,134,440	348,150	2,482,590	2,826,260	(343,670)	(343,670)	0	350,471	2,833,061	6,801
24	Highland	45,379.00	37,987.09	2,722,740	1,139,613	3,862,353	4,551,794	(689,441)	(689,441)	0	545,253	4,407,606	(144,188)
25	Hutchinson**	83,465.00	50,981.23	5,007,900	1,529,437	6,537,337	7,375,067	(837,730)	(837,730)	0	922,885	7,460,221	85,154
26	Independence	19,688.50	7,483.18	1,181,310	224,495	1,405,805	2,220,875	(815,070)	(815,070)	0	198,459	1,604,265	(616,610)
27	Johnson Co.**	291,634.00	56,479.26	17,498,040	1,694,378	19,192,418	20,409,020	(1,216,602)	(1,216,602)	0	2,709,419	21,901,837	1,492,817
28	Kansas City	96,629.00	36,620.11	5,797,740	1,098,603	6,896,343	6,722,640	173,703	0	0	973,566	7,869,909	1,147,269
29	Labette	26,545.50	17,794.44	1,592,730	533,833	2,126,563	2,713,445	(586,882)	(586,882)	0	300,210	2,426,773	(286,672)
30	Neosho Co.	32,197.50	21,056.10	1,931,850	631,683	2,563,533	2,729,937	(166,404)	(166,404)	0	361,897	2,925,430	195,493
31	Pratt**	26,930.50	16,851.00	1,615,830	505,530	2,121,360	2,903,492	(782,132)	(782,132)	0	299,475	2,420,835	(482,657)
32	Seward Co.	20,860.00	8,757.00	1,251,600	262,710	1,514,310	1,699,902	(185,592)	(185,592)	0	213,777	1,728,087	28,185
33													
34		1,223,590.50	657,956.21	73,415,430	19,738,686	93,154,116	106,304,807	(13,150,691)	(13,324,394)	0	13,150,691	106,304,807	0
35													
36	Running Total			73,415,430	93,154,116		Funds Available		13,150,691		OK	OK	OK
37										13,150,691			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 7				0								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											13,150,691	
3									1,223,590.50	100.00%	1,223,590.50	8.47	
4	Base Credit Hour Aid		\$ 60.00	100.00%					657,956.21	50.00%	328,978.11	4.24	
5	State Wide Access Adder A		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11		06-07						Phase out amount		0%			
12		Credit Hours	ST wide Access A	Crdr Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current
13			\$	\$	\$	\$	\$	\$					
14	Allen Co.	54,772.00	36,939.67	3,286,320	1,108,190	4,394,510	5,055,599	(661,089)	(661,089)	0	620,379	5,014,889	(40,710)
15	Barton Co.	79,091.00	58,371.69	4,745,460	1,751,151	6,496,611	7,798,365	(1,301,754)	(1,301,754)	0	917,135	7,413,746	(384,619)
16	Butler Co.	157,294.50	121,097.33	9,437,670	3,632,920	13,070,590	14,649,271	(1,578,681)	(1,578,681)	0	1,845,193	14,915,782	266,511
17	Cloud Co.	39,329.00	33,106.28	2,359,740	993,189	3,352,929	4,549,274	(1,196,345)	(1,196,345)	0	473,337	3,826,266	(723,008)
18	Coffeyville	22,782.00	6,988.05	1,366,920	209,642	1,576,562	1,702,425	(125,863)	(125,863)	0	222,565	1,799,127	96,702
19	Colby	28,204.00	20,641.83	1,692,240	619,255	2,311,495	3,152,946	(841,451)	(841,451)	0	326,317	2,637,812	(515,134)
20	Cowley Co.**	96,207.00	71,853.00	5,772,420	2,155,590	7,928,010	9,152,346	(1,224,336)	(1,224,336)	0	1,119,208	9,047,218	(105,128)
21	Dodge City**	29,837.00	12,967.01	1,790,220	389,010	2,179,230	2,621,230	(442,000)	(442,000)	0	307,645	2,486,875	(134,355)
22	Fort Scott	37,171.00	30,376.93	2,230,260	911,308	3,141,568	3,470,919	(329,351)	(329,351)	0	443,499	3,585,067	114,148
23	Garden City	35,574.00	11,605.00	2,134,440	348,150	2,482,590	2,826,260	(343,670)	(343,670)	0	350,471	2,833,061	6,801
24	Highland	45,379.00	37,987.09	2,722,740	1,139,613	3,862,353	4,551,794	(689,441)	(689,441)	0	545,253	4,407,606	(144,188)
25	Hutchinson**	83,465.00	50,981.23	5,007,900	1,529,437	6,537,337	7,375,067	(837,730)	(837,730)	0	922,885	7,460,221	85,154
26	Independence	19,688.50	7,483.18	1,181,310	224,495	1,405,805	2,220,875	(815,070)	(815,070)	0	198,459	1,604,265	(616,610)
27	Johnson Co.**	291,634.00	56,479.26	17,498,040	1,694,378	19,192,418	20,409,020	(1,216,602)	(1,216,602)	0	2,709,419	21,901,837	1,492,817
28	Kansas City	96,629.00	36,620.11	5,797,740	1,098,603	6,896,343	6,722,640	173,703	0	0	973,566	7,869,909	1,147,269
29	Labette	26,545.50	17,794.44	1,592,730	533,833	2,126,563	2,713,445	(586,882)	(586,882)	0	300,210	2,426,773	(286,672)
30	Neosho Co.	32,197.50	21,056.10	1,931,850	631,683	2,563,533	2,729,937	(166,404)	(166,404)	0	361,897	2,925,430	195,493
31	Pratt**	26,930.50	16,851.00	1,615,830	505,530	2,121,360	2,903,492	(782,132)	(782,132)	0	299,475	2,420,835	(482,657)
32	Seward Co.	20,860.00	8,757.00	1,251,600	262,710	1,514,310	1,699,902	(185,592)	(185,592)	0	213,777	1,728,087	28,185
33													
34		1,223,590.50	657,956.21	73,415,430	19,738,686	93,154,116	106,304,807	(13,150,691)	(13,324,394)	0	13,150,691	106,304,807	0
35											OK	OK	OK
36	Running Total			73,415,430	19,738,686		Funds Available		13,150,691				
37										13,150,691			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 8				0								

	A	B	C	D	E	F	G	H	I	J	K	L	M
1	Credit Hours are 06/07		Increase in funding		0%				Allocation of remainder calculation				
2	Funding is for 07/08 unadjusted											13,150,691	
3									1,223,590.50	100.00%	1,223,590.50	8.47	
4	Base Credit Hour Aid		\$ 60.00	100.00%					657,956.21	50.00%	328,978.11	4.24	
5	State Wide Access Adder A		\$ 30.00	50.00%									
6													
7													
8													
9													
10													
11		06-07						Phase out amount		0%			
12		Credit Hours	ST wide Access A	Crdr Hr	ST wide Access A	Proforma Total Aid	Current Aid 07-08	Difference	Hold Harmless Necessary	Hold Harmless Allocation	Allocation of Remainder	Total Funding Yr 1	Diff from current
13				\$	\$	\$	\$	\$					
14	Allen Co.	54,772.00	36,939.67	3,286,320	1,108,190	4,394,510	5,055,599	(661,089)	(661,089)	0	620,379	5,014,889	(40,710)
15	Barton Co.	79,091.00	58,371.69	4,745,460	1,751,151	6,496,611	7,798,365	(1,301,754)	(1,301,754)	0	917,135	7,413,746	(384,619)
16	Butler Co.	157,294.50	121,097.33	9,437,670	3,632,920	13,070,590	14,649,271	(1,578,681)	(1,578,681)	0	1,845,193	14,915,782	266,511
17	Cloud Co.	39,329.00	33,106.28	2,359,740	993,189	3,352,929	4,549,274	(1,196,345)	(1,196,345)	0	473,337	3,826,266	(723,008)
18	Coffeyville	22,782.00	6,988.05	1,366,920	209,642	1,576,562	1,702,425	(125,863)	(125,863)	0	222,565	1,799,127	96,702
19	Colby	28,204.00	20,641.83	1,692,240	619,255	2,311,495	3,152,946	(841,451)	(841,451)	0	326,317	2,637,812	(515,134)
20	Cowley Co.**	96,207.00	71,853.00	5,772,420	2,155,590	7,928,010	9,152,346	(1,224,336)	(1,224,336)	0	1,119,208	9,047,218	(105,128)
21	Dodge City**	29,837.00	12,967.01	1,790,220	389,010	2,179,230	2,621,230	(442,000)	(442,000)	0	307,645	2,486,875	(134,355)
22	Fort Scott	37,171.00	30,376.93	2,230,260	911,308	3,141,568	3,470,919	(329,351)	(329,351)	0	443,499	3,585,067	114,148
23	Garden City	35,574.00	11,605.00	2,134,440	348,150	2,482,590	2,826,260	(343,670)	(343,670)	0	350,471	2,833,061	6,801
24	Highland	45,379.00	37,987.09	2,722,740	1,139,613	3,862,353	4,551,794	(689,441)	(689,441)	0	545,253	4,407,606	(144,188)
25	Hutchinson**	83,465.00	50,981.23	5,007,900	1,529,437	6,537,337	7,375,067	(837,730)	(837,730)	0	922,885	7,460,221	85,154
26	Independence	19,688.50	7,483.18	1,181,310	224,495	1,405,805	2,220,875	(815,070)	(815,070)	0	198,459	1,604,265	(616,610)
27	Johnson Co.**	291,634.00	56,479.26	17,498,040	1,694,378	19,192,418	20,409,020	(1,216,602)	(1,216,602)	0	2,709,419	21,901,837	1,492,817
28	Kansas City	96,629.00	36,620.11	5,797,740	1,098,603	6,896,343	6,722,640	173,703	0	0	973,566	7,869,909	1,147,269
29	Labette	26,545.50	17,794.44	1,592,730	533,833	2,126,563	2,713,445	(586,882)	(586,882)	0	300,210	2,426,773	(286,672)
30	Neosho Co.	32,197.50	21,056.10	1,931,850	631,683	2,563,533	2,729,937	(166,404)	(166,404)	0	361,897	2,925,430	195,493
31	Pratt**	26,930.50	16,851.00	1,615,830	505,530	2,121,360	2,903,492	(782,132)	(782,132)	0	299,475	2,420,835	(482,657)
32	Seward Co.	20,860.00	8,757.00	1,251,600	262,710	1,514,310	1,699,902	(185,592)	(185,592)	0	213,777	1,728,087	28,185
33													
34		1,223,590.50	657,956.21	73,415,430	19,738,686	93,154,116	106,304,807	(13,150,691)	(13,324,394)	0	13,150,691	106,304,807	0
35											OK	OK	OK
36	Running Total			73,415,430	93,154,116		Funds Available		13,150,691				
37										13,150,691			
38	Funding Level YR 1				106,304,807								
39	Increased State Investment From YR 9				0								



GARDEN CITY COMMUNITY COLLEGE

801 Campus Drive • Garden City, Kansas 67846 • (620) 276-7611 • FAX (620) 276-9573 • www.gcccks.edu

May 8, 2008

Dear Construction Management Proposal Presenter:

Garden City Community College is requesting proposals for the Construction Management of an addition to the Penka Building which will house a Nursing/Allied Health lab and a computer lab. The project is funded as a part of a Federal Title V grant and a donation from a private individual, so the budget and project timelines are set. Prevailing wage must be paid on this project.

The Addition would be a 7,115 square foot concrete slab-on-grade structure attached directly to the south building face of the existing Penka Building. The building would have an exterior brick veneer facade, steel frame structure with steel bar joists and metal roof deck with modified bitumen roof covering system. Both exterior and interior wall systems shall be non-load bearing metal studs w/ abuse resistant gypsum board wall finish. Perimeter walls shall have faced batt insulation with sound batt insulation included in the interior wall systems. Some demolition and remodeling will occur in the existing Penka Building at the location of the tie-in between the new lobby and the existing Penka corridor system.

The successful CM will be required to work with the Owner's Architect in developing a construction budget and schedule that will be adhered to throughout the duration of the Project. It is the intent of the Owner to begin construction of this Project July 1, 2008 and complete the Project no later than July 30, 2009. The total funds available for Construction, CM fees and Arch/Engineering Fees shall be \$1,600,000.00.

The Board of Trustees will be hearing presentations at the May Board meeting on Tuesday, May 20, in the evening. Please contact Darla Daniels (276-9533) or darla.daniels@gcccks.edu to set up a time to present your proposal.

We anticipate a 10-15 minute presentation, including questions and answers. Construction Management Association of America suggests that the owner request information about a firm's qualifications and intention to perform the services desired. Please address the following points in your presentation:

- Firm Name and address, types of Services usually offered
- Names of Principals
- Numbers of staff organized by discipline--who would be project manager?
- Description of similar work completed, including date, size and Owner contact
- Description of similar work in progress, including date and size and Owner contact
- Backlog and capacity
- Examples of performance; cost control, quality, schedule and safety
- Approach to the project in terms of organization, process, tools and techniques staff and quality assurance/quality control, etc.
- Examples of projects where value engineering has resulted in cost savings for the owners
- List of subs that you would consider using for the project
- Method of compensation--Cost plus fixed fee or fee as a percentage of construction costs?

We appreciate your continued interest in Garden City Community College. If you have questions about the general description of the project, please contact Stewart Nelson, Gibson, Mancini, Carmichael and Nelson PA, Garden City, 276-3244.

Sincerely,

Carol E. Ballantyne, Ph.D.
President

4.0 Selecting the CM

CMAA recommends the selection and use of a CM for projects which are complex by virtue of their nature or size, or for which the Owner does not have an adequate capacity to manage the project effectively.

Typically, professional services of this sort are procured on the basis of an objective evaluation of the qualifications of competing firms. There are accepted practices that are used by both private entities and public bodies to select the best qualified CM for the project.

Preliminary Decisions and Information

At the outset of the CM selection process, certain information should be documented and certain decisions should be made regarding the concept of the project and the needs of the Owner in realizing project objectives.

A brief, detailed description of the project, including size, purposes, goals and objective parameters, must be developed in order to convey to the CM proposer the activities and approximate level and type of skills that will be necessary. If any studies or other documents are available, they should be called to the attention of the proposers.

The Owner's needs and expectations with respect to scope, schedule and budget should be included in the description. Finalization of schedule should not take place until the selected CM has advised the Owner regarding the achievability of the proposed schedule and associated project cost.

Owner's Internal Delegation and Management.

On all projects, the ability to react to changing circumstances is critically important. The project decision-making process must be designed to deliver informed decisions in the most timely manner possible. It has been said that the most frequent cause of project disruption is delayed decisive action.

It is very important that contractual authority—authority to obligate the Owner to pay money—be delegated to a qualified individual or small group of people so that decisions can be rendered in a timely manner and by those who are most familiar with the project. These decisions may concern change orders, contracts, dispute settlements, minor purchases and contracts in support of the project.

Some Owners' governing bodies may establish budget guidance for parts of a project, with specific decision authority within those budgets delegated to a part of the permanent staff, subject to review. These practices are highly recommended so that the Owner will gain credibility with the Contractor and consultant community.

Decisions with regard to the project organization, as envisioned by the Owner, including the reporting relationships among the Owner and all other parties to the design and construction effort, should be made and summarized for reference in the selection process.

Professional services
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There are accepted
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both private entities
and public bodies
to select the best
qualified firm

The committee is responsible for one of the most critical decisions in the project—the selection of the CM

The RFP should be drafted with the understanding that...the more consistent the presentations by the respondents the easier the evaluation will be

The Selection Committee.

A CM selection committee should be formed from the Owner's staff early in the selection process so that the committee can learn as much as possible about the project and the Owner's expectations of the CM.

The committee is responsible for one of the most critical decisions in the project—the selection of the CM. The committee will be comparing the approaches offered by several firms, their skill levels and the experience of their personnel, with the expectations and needs of the project and the Owner's organization. Each individual on the committee should understand how the selection process will be structured. The committee should include the individual on the Owner's staff who will be responsible for the project.

While it is not necessary that all members of the committee be familiar with the design and construction process, at least one member should. If the Owner does not have an individual on its staff who can provide this expertise, it may be appropriate to retain a consultant for the selection process. Individuals such as senior members of the engineering or architectural community can be used for this purpose. It is also important that the committee be free from any conflict of interest in the selection of a CM.

Qualifications Based Selection of the CM

Laws and regulations generally govern the process of selection for public work, and practices will vary among the states. The process, however, generally follows three steps: a statement of qualifications; a technical proposal; and a price proposal and fee negotiation.

Statement of Qualifications.

A request for qualifications (RFQ) should be advertised in national and local publications which will reach the CM community. The requested statement of qualifications is usually a document which describes in general the qualifications of a firm (or team of firms) to perform the work. It will often include the following types of information:

- Firm name and address
- Types of services usually offered
- Names of principals
- Numbers of staff, organized by discipline
- Description of similar work completed including date, size and Owner contact
- Description of similar work in progress, including date, size and Owner contact
- Annual volume, backlog and capacity
- Record of performance; i.e., cost control, quality, schedule, and safety

Federal Standard Form (SF) 254 contains substantially this same type of information and is maintained by most firms. A related form, SF 255, contains similar data and is designed to specifically address a particular project.

The selection committee should evaluate the firms' submissions and make a judgement as to which firms appear qualified to perform the work. This will have the effect of reducing the number of competing firms to what is commonly known as a "short list."

Technical Proposal.

Those that are judged to be qualified are requested to submit a technical proposal. This solicitation, issued as a request for proposal (RFP), is a request for information about a firm's qualifications and intentions to perform the services desired. The technical proposals are usually written for a specific project.

The RFP should provide prospective respondents with a description of the project and information regarding the method of compensation. Additionally, the RFP should contain information about the project such as the project budget, major constraints, unusual services that may be required, and particular goals of the Owner.

If the Owner has sufficient understanding of the expected scope of services, it may be advantageous to organize the RFP on that basis. The RFP may also be organized as a series of questions to be answered by the respondents.

The RFP should seek the following information from the proposers:

- The respondent's approach to the project in terms of organization, process, tools and techniques, staff and quality assurance/quality control, etc.
- The respondent's experience with projects of similar nature, including Owner references
- Resumes of key staff to be assigned full time and those to be available as resources

Owners should keep in mind that proposals are often a CM's largest non-project expense. CMs appreciate an RFP that allows them to efficiently present their qualifications. It is appropriate for the RFP to include the criteria for the evaluation of the proposals as well as the weighting to be used.

It is desirable for the selection committee to be involved in the development and organization of the RFP. The RFP should be drafted with the understanding that the selection committee will have to evaluate a number of technical proposals and that the more consistent the presentations by the respondents the easier the evaluation will be. A mandatory outline of the technical proposal is useful in organizing the data for comparison by the selection committee. Additionally, a page limitation is suggested to keep the presentations to a manageable size. The page limitation should not include data such as resumes and brochures. The RFP should be examined by an experienced person for clarity and internal consistency.

Evaluation Process.

The evaluation process may be time consuming and difficult. The selection committee should proceed with a logical and methodical evaluation of each proposal and grade each against the evaluation criteria stated in the RFP. The final ranking of CMs should be determined by averaging ranks assigned by each panelist rather than averaging the panelists' scores. This serves to reduce the influence of any one member of the panel and to ensure that the relative best of the proposals are identified. The CM proposal with the best average numerical ranking should be selected as the finalist to proceed to the next steps of submitting a cost proposal and negotiating the work effort.

In some cases, more than one respondent may appear qualified, and interviews or oral presentations may be the only appropriate method to differentiate between the top respondents. Interviews should be scheduled to provide the respondents with the best opportunity to show their capabilities. Questions

The compatibility
between those
of the CM and
those of the Owner
is a critical
consideration...
the CM will be
a trusted part of
the Owner's
project team

Unless the RFP is
extremely detailed
and specific,
the total costs of
two proposals
will probably not
be comparable

The Owner and the selected CM should jointly agree on a final scope of services designed to support the timely delivery of the project

should be formulated in advance by the selection committee to clarify points in the RFP response and to stimulate contrasting views among the respondents. Since the Owner will be placing the fate of the project into the hands of the CM, the compatibility between the goals and culture of the CM and those of the Owner is a critical consideration. On large or complex projects, where the competition is close, two or more rounds of interviews may be necessary (keeping in mind, however, that preparing for interviews can be extremely costly for a consultant).

Price as a Part of the Proposal.

As is the case with any professional service contract, the issue of price should not enter into the ranking of CM firms based on their qualifications. The selection committee should keep in mind that the CM will be a trusted part of the Owner's project team and that the most important factors are the capabilities of the selected CM.

Some Owners will request a cost proposal as a part of the RFP. This can be useful in evaluating the thought given to the approach to the project and the proposer's organization for it. Price proposals included as part of the RFP response may also save time in the negotiation of the agreement.

Unless the RFP is extremely detailed and specific on the issues of cost, the total costs of two proposals will probably not be comparable. Scopes of work as envisioned by each proposer may not be the same, particularly in assumptions about staffing levels. Qualifications of personnel may be sufficiently different to cause significant difference in price as well as level of service. Costs or multipliers (of cost) may be structured so as to appear lower than they effectively are. One proposer's direct cost may be included in the multiplier or assumed to be furnished by others. In essence, costs in the proposal stage are very soft numbers and should be analyzed in detail and with great care before comparisons are made.

When price proposals are solicited with the RFP, they may be required to be submitted in a separate, sealed and labeled envelope to be opened only when the qualifications-based selection phase has been completed.

Negotiation and Development of Scope of Services and Cost.

Upon evaluation of the responses to the RFP, the firm judged most qualified is requested to provide a proposed scope of services. After thorough discussions designed to assure that both parties are in agreement on the desired level of service, the selected CM prepares a written scope of services proposal.

Decisions made and approaches discussed at this time will ultimately affect the success or failure of the project. Definition of necessary tasks and the application of estimated labor and expense to each task is an efficient way to develop a budget. To be addressed in the scope of services are:

- Development of a specific project scope statement
- Development of procurement strategy
- Development of a project schedule and budget
- Acquisition of special consultants
- Acquisition of Designers
- Acquisition of Contractors and Suppliers
- Quality, cost and schedule control
- Testing, startup and turnover

The scope of services should include deliverables or other tangible methods for measuring performance. Where applicable, physical examples of reports or other expected outcomes should be included or referenced. CMAA's *Construction Management Standards of Practice* is not intended to be a scope statement in support of a contract, but it provides information about the functions typically provided by a CM.

The Owner and the selected CM should jointly, through negotiation, agree on a final scope of services based on the selected CM's scope proposal and designed to support the timely delivery of the project. Development of a CM budget grows out of this scope and is the first step in the detailed planning of the project.

If the Owner and the most qualified CM are not able to reach agreement on price and scope, negotiations are commenced with the next qualified firm.

Methods of Paying for Services

Several methods are recognized and commonly used in the compensation of firms for professional construction management services. All result from a negotiation between the Owner and the CM as to the proper level of staffing for particular tasks that constitute the CM's scope of services.

Salary Times Multiplier Plus Direct Expenses.

A typical approach is based on a CM's direct salaries times a multiplier. The multiplier is a number that is derived from the sum of the CM's indirect salary costs (such as FICA and unemployment insurance and salary benefits) and overhead costs (general and administrative office and other indirect costs) divided by the total salaries paid. This ratio is used by the CM to recover these costs. An agreed profit rate is then applied to the product of the direct salary times the multiplier. Direct project expenses are paid separately. Frequently, an administrative or handling charge may be made on the direct expense.

Salaries are the actual salaries of the individuals working on the project. Direct expenses are the necessary and ordinary expenses associated with the CM's performance. These may include items ranging from paper and pens, to automobiles, travel, separate offices, furniture, computers, software, etc. Some Owners may provide office space or buy some equipment for the use of the CM during the project to avoid lease payments. Some direct expenses may be avoided by use of Owner assets.

Billing Rates.

An alternative to the use of salary times multiplier is the use of classified billing rates. These rates are typically based on average salaries for a specified range of employee skills, experience and education. An amount of money is added based on the CM's overhead and profit multiplier and the resultant sum is used for all individuals in that classification. The classifications have to be carefully defined to avoid confusion.

Cost Plus Fixed Fee.

Some payment arrangements fix the amount of fee (profit) that the CM will be paid to a lump sum. These arrangements also spell out how and in what increments the fee will be paid. The CM is paid actual salaries times a

Compensation
for professional
Construction
Management
services results from
a negotiation
between the Owner
and the CM as to
the proper level of
staffing for the
scope of services

The use of
standard forms
increases the
predictability of
project outcomes
and the consistency
of pricing

multiplier to cover all overhead costs and a separate lump sum as profit. The Owner should recognize that payment of the fee should be related to time, progress or other factors.

Fee as a Percent of Construction Cost.

This form of compensation is not recommended as it is arbitrary and not related to the effort that may be required. For example, a greater effort may be required for a smaller dollar value project due to technical complexity or schedule compression.

Standard Contract Forms

A number of organizations publish contract forms related to the design and construction industry. CMAA provides a number of model forms of agreement specific to the implementation of construction management services for use by CMs and Owners:

- **CMAA Document A-1** Standard Form of Agreement Between Owner and Construction Manager (for Agency); or
- **CMAA Document GMP-1** Standard Form of Agreement Between Owner and Construction Manager (where a Guaranteed Maximum Price will be provided).

Other published standard forms compatible with these CM agreements are:

- **CMAA Document A-2** Standard Form of Contract Between Owner and Contractor
- **CMAA Document A-3** General Conditions of the Construction Contract; Owner-Contractor Contract
- **CMAA Document A-4** Standard Form of Agreement Between Owner and Designer
- **CMAA Document GMP-2** Standard Form of Contract Between Construction Manager and Contractor
- **CMAA Document GMP-3** General Conditions of the Construction Contract; Construction Manager-Contractor Contract

The advantages of CMAA standard forms of agreement are:

- They provide the most detailed specification of the duties of the CM.
- The Owner-CM agreement is fully integrated with the Owner-Designer, General Conditions and Owner/CM-Contractor agreements.

Use of standard forms increases the predictability of project outcomes, increases the consistency of pricing, and simplifies management. The forms are regularly updated and maintained consistent with the industry practice. Standard forms may be modified as required by the project or the Owner's needs, but such modifications should be undertaken only with the advice of an attorney knowledgeable of the forms and the implications of changes to them.

MAY 2008 MONITORING REPORT

EXECUTIVE LIMITATIONS

MONTHLY

General Executive Constraints #9

Page 7

There shall be no conflict of interest in awarding purchases or other contracts.

CEO's Interpretation and its justification: If any employee or the Board members have interest in, own or have relations that own any company that GCCC does business with, we are to be notified up front.

Data directly addressing the CEO's interpretation: No purchases were made during the month from businesses in which Board members or employees have any interest.

EXECUTIVE LIMITATIONS

MONTHLY

General Executive Constraints #10

Page 7

The President shall not allow for purchases without first giving consideration to local businesses, with a maximum 10% premium to local businesses.

CEO's Interpretation and its justification: For all purchases \$2,500 and over, a bid sheet is sent to all known vendors and a 10% consideration is made to local businesses before awarding the bid.

Data directly addressing the CEO's interpretation: Purchases over \$2,500 were reviewed. Local businesses were given consideration when their bid price was less than 10% more than vendors outside our area.

EXECUTIVE LIMITATIONS

MONTHLY

Asset Protection

#5

Page 12

The President shall not make any purchase (a) of over \$2,500 without having obtained comparative prices with consideration of quality; (b) of over \$10,000 without competitive bids and due consideration regarding cost, quality, and service; and (c) of over \$20,000.

CEO's Interpretation and its justification: The interpretation of this is exactly as stated: a) no purchases are made over \$2,500 without comparative bids with consideration of quality; b) over \$10,000 without competitive bids regarding quality, cost and service and c) over \$20,000 without approval of the Board or approval of a contract to pay by the Board. Annually, the Board approves our utilities providers and these are paid without Board approval as are contracts that the residential life has with Chartwells – the contract is approved in advance.

Data directly addressing the CEO's interpretation: Bid sheets were attached to all requisitions over \$2,500, unless the items purchased were covered under the campus annual bids or were a single source provider.

Purchases over \$10,000 requiring bid sheet:

- Check #178608 to Medical Education Technologies for \$85,266.00 for 2 ESC simulators. A bid sheet was attached indicating a single source provider. The Board approved this purchase at the February 20, 2008 board meeting.
- Check #178827 to Gaumard Scientific Co. for \$55,556.44 for birthing neonatal and pediatric simulators. A bid sheet was attached indicating a single source provider. The Board approved this purchase at the February 20, 2008 board meeting.
- Check #178878 to Proprius Investments Inc. for \$15,000.00 for a double wide trailer. Bid sheet was attached indicating a single source vendor.
- Check #179029 to United Power & Battery for \$23,686.00 for power supply and line conditioning. A bid sheet was attached indicating the lowest bid was accepted. The Board approved this purchase at the March 12, 2008 board meeting.

Payments over \$10,000 not requiring bid sheets:

- Check #178596 to Gateway Companies, Inc. for \$12,452.00 for 12 PCs and 2 notebooks. No bid sheet was required as these items were purchased under the 07-08 campus bid.
- Check #178606 to Lee Construction for \$70,326.90 for work done on the apartments. The Board previously approved this project at the November 14, 2007 board meeting.
- Check #178619 to Seminole Energy Services for \$26,985.73 for utilities.
- Check # 178717 Chartwells for \$41,573.60 for multiple invoices.
- Check #178720 to City of Garden City for \$33,749.27 for utilities.
- Check #178937 to Blue Cross and Blue Shield for \$118,748.03 for May health insurance premiums.



STUDENT UNIVERSAL 2008

SUMMARY

Over 300 students between 7th and 12th grade attended Student Universal on March 27, 2008, from schools all over Southwest Kansas including Cimarron, Scott City, Moscow, Sublette, Ingalls, South Gray, Stanton County, Ulysses, Bucklin, Spearville, Jetmore, Leoti, Liberal and Dodge. They were entertained by the Hyper Overtones, a great band from Scott City High School and the keynote speaker, Monte Selby was a big hit with students of all ages. Monte uses music to encourage students to make positive choices for their lives, which went hand in hand with the theme of the day, "Positive Anything is Better than Negative Nothing". Everyone left with a t-shirt with the theme printed on the back. Each student attended 4 break-out sessions in addition to the keynote speaker's address.

The Student Advisory Council members did a great job conducting and assisting with the sessions designated for the 7th - 9th grade students. Each student attended four of the following sessions: Guitar Hero, Time Management, Team Building, Respect for One Another, Developing Positive Habits, and Cyberbullying and Internet Safety.

Grades 10 - 12 attended four out of these six sessions: Positive Thinking/Positive Choices, What Makes Students Feel Connected, Did You Know, Community Service Opportunities, DDR and Student Health and College 101.

It was a positive collaboration between Garden City Community College and Southwest Plains Regional Service Center. The day's activities went smoothly, and the campus students and staff were extremely helpful and well organized. It was a positive, fun filled day for the students, staff and the presenters.

The winning combination of motivated, mature students, caring sponsors, a great facility and detailed planning made the day enjoyable for everyone. Thank you to all of the schools that sent students and sponsors, the presenters, Garden City Community College staff and students, and to the students who attended; each of you played a part in making the day such a success!

OWNERSHIP LINKAGE
CORRESPONDENCE #2 - EMAIL FROM CASSIE RUPP, FORMER STUDENT

To: Ron Schwartz

I am so happy to hear from you!

KU is great and the Kansan is an incredible experience thus far! I'm a graphic designer for the advertising staff... I get to design print & online ads as well as promotional materials for national and local clients. The client list for the UDK is incredible too... The day after we won the Championship, the press run for the paper was 58,000 and views at kansan.com were close to 90,000! My online ad just happened to be on the main page that day too. It's definitely exciting knowing that my work is viewed by that many people! There was a line of people clear down Jayhawk Blvd. wanting to get their copies of the Kansan.

I still miss GCCC though! I honestly wish I could have spent a few more years there... it went by way too fast. I'll always have a great appreciation for all the people there, the opportunities, the support, and encouragement. It is a GREAT school with fantastic faculty, staff, administration... everything. A lot of incredible things you just don't get to see at a university.

It's too bad that the Silhouette staff is so small this year! Hopefully in the future more people will take advantage of the chance to be a part of it.

Tell everyone hello! Hopefully I'll be making my way that direction soon.

Best,
Cassie

Cassie Rupp
Creative
The University Daily Kansan
1435 Jayhawk Blvd., Room 119
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(o)785.864.4383 (c)620.397.3857 (f)785.864.5261
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GARY P. MUSSELMAN, EXECUTIVE DIRECTOR
Assistant Executive Directors: Cheryl Gleason, Rick Bowden, David Cherry, Francine Martin, Reggie Romine
Member of the National Federation of State High School Associations

April 18, 2008

Thank You!

Jim McAllister
Garden City Community College
801 Campus Dr
Garden City KS 67846

Regional Music Festival: *"A valuable classroom for our high school musicians."*

Thank you for providing great organization and opening up your facilities for our music festival. Please pass on my special appreciation to your secretaries who also play a huge role in making this day a success. It is because of educators like you that we are able to provide quality fine arts opportunities to Kansas Kids! I was fortunate to drop by a few sites and see first hand the hard work being put forth. You all have wonderful staff and student volunteers. It certainly takes a team effort. Over time, I will do my best to alternate site visits from year to year to allow me to see all of you in action.

On behalf of the Association, I would once again like to invite you to host. Will your facilities be available on Saturday, March 28, 2009 for the Regional Music Festival? Please FAX the enclosed form to advise us of your intentions.

With appreciation,

Reggie Romine
Assistant Executive Director

enc: Reply Form (in Manager's copy)

cc: Dr Carol Ballentyne, President

A grateful
heart
is a happy
heart...

Hi Carol!

My sincerest appreciation
for the opportunity to speak at
the Symposium! What an experience!!
Thank you for providing such great
leadership in your guidance for such
a great College. It was an honor to
be invited by Mr. Charles Macey.
He was a great help with his
advice and patience.
I am not so easily convinced
that my words are important.
However, I did it for my
points. - Thank you
again for your
great leadership!
God Bless!

...my heart is both.

Thank you so much.

Your friend

Dolores Marie Lopez

OWNERSHIP LINKAGE
CORRESPONDENCE #6 – Email re: Orchestra Program

From: Julie M Christner [mailto:julie.m.christner.iofy@statefarm.com]
Sent: Tuesday, April 29, 2008 10:37 AM
To: Carol Ballantyne
Subject: Mr. Beyer

Dr. Ballantyne:

Wanted to touch base with you to let you know that I continue to be impressed with your choice of hiring Mr. Beyer as strings instructor for GCCC. My daughter, Maddy, is a sophomore at GCHS and is currently taking lessons with Mr. Beyer. I cannot say enough about the dedication and skill that Mr. Beyer has poured into the strings program and I am confident, in time, that the program will grow and flourish under his competent guidance.

As you may remember, I was extremely upset when Dr. Hallberg was let go last spring. I did email you last fall to let you know I was pleased by her replacement and very happy to have Mr. Beyer giving lessons... As I stated, I am just continually impressed by the efforts of Mr. Beyer. He is setting up a summer camp with college conductors/instructors that, I am sure, will rival KU's summer program in a few years! Mr. Beyer continually shows how in touch he is with the needs of our students and the impressive thing is he is actually able to deliver!

Wanted to let you know, personally, that under Mr. Beyer's tutelage, Maddy received a I rating at State Contest on, not only her solo, but also her quartet, that Mr. Beyer tutored. For the first year of instruction with any student, that success is phenomenal. I am a very proud parent, of course, but the most amazing part of this is I cannot take one bit of credit for this accomplishment other than having Maddy in private lessons through The Strings Academy. My husband has been seriously ill and had to have open heart surgery and I had to leave the entire preparation for regionals and state to Mr. Beyer. My attention was completely diverted to my husband's recovery and I cannot tell you how pleased we were with the result. I give credit to Mr. Beyer for keeping Maddy on track and giving her the self-confidence and skills necessary to compete successfully with students throughout the state. As a parent that takes a very active role in their child's life, being able to hand that off, in time of a very serious health crisis, was invaluable to Maddy.

Because of the excellence of the Strings Academy and the instructors at GCHS I took on re-energizing the GCHS Orchestra Booster Club. I am raising money to offer scholarships for students to attend private lessons and summer camps. I feel that Garden City now has the advantages of larger cities and I am confident GCHS and GCCC orchestra programs will grow and be envied.

What I do want to make very clear is that any program worth having is going to take time to grow. People in Garden City are not used to having a Strings Director working for their children. I am doing my very best to get students and parents to see that this is, indeed, what Mr. Beyer is offering. Advancement for their students.

The college, itself, could help promote Mr. Beyer and his programs. What I want to avoid is, myself, looking like I am wanting publicity for Maddy, when in fact, while I am so very proud of her, it is Mr. Beyer that I am wanting to promote. The summer camp that he is arranging completely floored me as to the work he has put into obtaining instructors/conductors from large schools/colleges. I am so impressed. Garden City and GCCC should be very proud. I, myself, am going to contact the paper to see if they will run a story on the camp, but if there is encouragement from the college, as well, I feel the GC Telegram will give the summer camp and Mr. Beyer the publicity required to make his efforts a complete success!

Thank-you for your time. Thank-you for giving Garden City Mr. Beyer and for the Strings Academy. I know how much Maddy has benefited and I also know how much will be offered to other orchestra students as time goes on.

Have a great day!

Julie M. Christner



Commerce Bank

215 North Main
Post Office Box F
Garden City, Kansas 67846

April 24, 2008

Dr. Carol Ballantyne
President, GCCC
801 Campus Drive
Garden City, KS 67846

Dear Carol:

Thanks so much for joining us on Wednesday morning at the college. I appreciate your willingness to share information about the college and community with our group.

You and your staff have done a tremendous job developing the college to meet the needs of so many people in Western Kansas. I know you and others have worked hard to make this success happen.

Your time and friendship are greatly appreciated. Thanks for your service to our community.

Sincerely,

Richard D. Harp
President
Commerce Bank
Garden City, Kansas

(620) 276-5709
richard.harp@commercebank.com

Carol

Thanks for allowing us to
hold part of our market
manager's meeting at the
College last week. We thought
it would be good to show off
the college. A favorable impression
was had by all.

Thanks again

Craig Whalen



Commerce Bank

718 Main
Post Office Box 10
Hays, Kansas 67601-0010
(785) 625-6542

April 29, 2008

Dr. Carol Ballantyne
President
Garden City Community College
801 Campus Drive
Garden City, KS 67846

Dear Dr. Ballantyne:

Thank you for hosting our Commerce Bank market meeting in your fine facilities.

We want to thank you for your banking relationship and also for working with Dr. Hammond and Fort Hays State University in providing high quality education for Western Kansas residents.

Sincerely,

Thomas L. Thomas
President

Deron O'Connor
Senior Vice President

Raymond Haas
Vice President



KANSAS BOARD OF REGENTS

www.kansasregents.org

Dick Hedges

Regent

1102 S. Horton
Fort Scott, KS 66701
(620) 223-3664
dhedges@cebridge.net

REGENTS OFFICE
1000 SW Jackson St., Suite 520
Topeka, KS 66612-1368
(785) 296-3421

Dear Carol,
Thank you for the opportunity to
tour your campus and meeting
with your administrative team.
It is obvious you have done an
excellent job of reaching out to
the community with a variety of
programs and activities. Your
concern for helping students
through the enrollment process
in creating a welcoming
atmosphere was apparent
throughout the tour.
Sincerely, *Dick*

CITY OF GARDEN CITY
POLICE DEPARTMENT

304 N. 9TH STREET
GARDEN CITY, KANSAS 67846

JAMES R. HAWKINS
CHIEF OF POLICE

620-276-1300
FAX: 620-276-1313
OR 620-276-1314

May 1, 2008

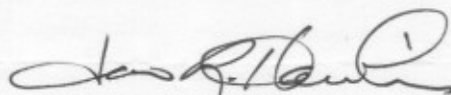
Garden City Community College
c/o Dee Wigner
801 Campus Drive
Garden City, KS 67846

Dear Mrs. Wigner,

On behalf of the Garden City Police Department I would like to take this opportunity to thank you for your generous donation to the thirteenth annual Cop-Shop-Classic Basketball Tournament.

This annual tournament continues to build a strong relationship between the Garden City Police Department, Garden City businesses and the citizens of Garden City and we are proud that you have chosen to help sustain this endeavor.

Once again, thank you for your support of the Garden City Police Department.



James R. Hawkins
Chief of Police

LONG RANGE PLAN 2008-2013

Garden City Community College

The Garden City Community College Board of Trustees has devoted a series of discussions, beginning in January of 2008, to identifying major priorities for guiding the college through the next five years.

Each priority for the term of 2008-2013 is linked to the college mission statement and guiding objectives:

GCCC exists to produce positive contributors to the social and economic well being of society.

- Essential skills
- Academic advancement
- Work preparedness
- Personal enrichment
- Workforce development

Culmination of the long range planning process has resulted in the creation of five major objectives for the five years to come.

LONG RANGE OBJECTIVES

(1) Strengthen partnerships to serve and attract more learners

Develop partnerships to grow an effective local workforce comprised of area residents, and to increase enrollment of traditional and non-traditional-age students

Potential means of accomplishment:

- Communication with young people and parents on the value and importance of trade and technical careers in Southwest Kansas and the global economy
- Partnerships to make more technical career learning opportunities available
- Education and training to meet agricultural workforce needs
- Education and training in building trades skills
- Effective research on business and industry workforce needs
- Instruction in basic skills for employees of local and area businesses
- Coordination with area high schools on the availability of trade and technical learning
- Coordination with area high schools on the increasing enrollment in paramedic, firefighter and law enforcement learning
- Employee training in Spanish skills and cultural understanding for area businesses
- Professional development learning opportunities in clerical, nutrition, health and related fields
- Exploration of employer tuition reimbursement for business learners
- Explore expanded internships to enhance career learning experiences

(2) Develop facilities to meet career learning needs

Expand the Penka Building of Practical Arts and Sciences, and renovate the Warren Fouse Science and Math Building, as well as additional facilities

Potential means of accomplishment:

- Construct skilled nursing addition, as designed, for the Penka Building
- Complete planned Penka Building upgrades related to skilled nursing addition
- Complete planned upgrades for the Fouse Building and related facilities
- Use of grant and donation dollars, to accommodate health care career education needs
- Development of GCCC Meat and Animal Science Program facilities

(3) Place recruiting emphasis on students and their families

Communicate education and quality of life opportunities to all segments of GCCC's service area population

Potential means of accomplishment:

- Improvements in accessibility and life enrichment features in the Pauline Joyce Fine Arts Building
- Improvements in accessibility and life enrichment features in the Dennis Perryman Athletic Complex
- Adaptation to emerging student recruitment technologies
- Adaptation to learning needs of immigrant population
- Exploration of individual incentives for specific career learning
- Promotion of learning opportunities for non-traditional students
- Creation of added events to draw young people to the campus
- Expansion of hours and events in arts, entertainment and athletics
- Exploration of tuition cost coverage for concurrent and dual credit high school students
- Stronger emphasis on advising and counseling for program completion

(4) Accomplish deferred maintenance of facilities

Develop and carry out ongoing plan for maintenance of buildings and grounds

Potential means of accomplishment:

- Use of state-created tax credits for completion of deferred maintenance projects
- Use of state-created zero interest loans for completion of deferred maintenance projects
- Emphasis on community development aspect of campus physical improvements

(5) Build stronger bonds with other governing bodies

Develop working relationships with local and area educational and governmental boards

- *USD 457 and USD 363*
- *Garden City Commission*
- *Finney County Commission*
- *Dodge City and Seward County Community Colleges*
- *Emerging tri-city/Golden Triangle affiliation*

Potential means of accomplishment:

- Regular observation of meetings of other boards and commissions
- Scheduled meetings with other boards and commissions
- Individual trustee discussions with members of other boards and commissions
- Individual staff member discussions with personnel from other public entities

Development of priorities

Discussions leading to these priorities began when the board hosted a community input breakfast Jan. 12, and continued through a subsequent planning retreat, as well as designated segments of each monthly trustee meeting thereafter. The process was based on answering five key questions:

- What local and area economic development needs should the college meet?
- What local and area workforce training needs should the college address?
- What local and area quality of life concerns should GCCC focus on?
- What bilingual training needs are important in Southwest Kansas?
- What new or enhanced community services should the college provide?

Under the policy governance system used by the six-member elected board, trustees define GCCC's mission and objectives, and charge the president with responsibility for meeting those objectives within established parameters. The board's emphasis is on the objectives – the “ends” or outcomes. The president and GCCC employees focus on the means of attaining them.

This five-year long-range plan will serve as a guide for creating each of GCCC's annual plans in the years ahead, as well as in making decisions, placing priorities, allocating resources and responding to needs and challenges faced by the institution.

**Incidental Information
GCCC Board of Trustees
May 2008**

Doug Beyer successfully recruited the **conductor of the Salina Symphony** for the summer string camp, who in turn invited him (Doug) to perform with the Salina Symphony on May 4 in their performance of Beethoven's Symphony No. 9.

The **National ACJA/LAE 2008 Conference and Competition** was held in Kansas City, MO on April 6-11, 2008. Over 450 college students and professionals competed in the competition and the conference. Colleges included Florida State University, Sam Houston State University, and numerous other community colleges and universities from across the nation.

GCCC's Criminal Justice Competition Team brought home 4 national awards. The GCCC' Criminal Justice Competition Team consisted of the following: Melissa Hall, Cody Kennedy, Amanda Scully, Steven Medina, Guatalupe Nunez and Danny Jimenez. Instructors David Rupp and Linda Morgan competed in the professional division. **National Awards:** Amanda Scully, Danny Jimenez and Cody Kennedy took 2nd in Crime Scene Investigation. Morgan placed 1st in Female Physical Agility Age Group 35 yrs +; 1st in ACJA Knowledge and 2nd in Police Administration written exams.

Our disk golf course here on the GCCC campus was visited on Tuesday, April 22, by Bill Leslie, the owner of **several disk golf courses in New Mexico**; and who is fairly prominent in the sport and has participated in the Amateur World Disk Golf Championships one or more times. Mr. Leslie called ahead and told our student activities coordinator, Dane Hernandez, that he's attempting to play the sport on at least one course in each of the 50 states, and ours here in Garden City fits into his schedule. We don't have much more information, except that he's planning to meet Dane in GCCC's Beth Tedrow Student Center at 1:30 p.m. on the 22nd, so he can play the course

The **2008 Academic Educational Challenge Team** competed in the state tournament held in Colby. The tournament started with pool play Friday and ended on Saturday with double elimination. Five out of ten teams qualified from Friday's pool play for Saturday's bracket tournament. The GCCC Team consisting of Audrey Robinson, Brandi Heintz, Heidi Hall, Justin Elad, Erin Bartel, Taylor Collins, Matt Heintz, and Sean Nanthavongdounsy qualified for Saturday's round by high average points. We had a great tournament having an average score that beat out 3 other 3-1 teams from pool play. Our record from pool play was 1-3, but the three rounds lost were by a total of 15 points, so our high average put us in for Saturday. The bracket play for Saturday had 6 teams from the west and two teams from the east, so our side of the state has been much more difficult all year. Colby won the tournament with Pratt 2nd. Our team placed 5th, but it was our best showing of the year. If you see any of the team members, please congratulate them on a successful season and tournament. We will be losing 6 of the 8 team members from the team. This is a great group of young people and they represented GCCC well all year.

Regional Solo & Ensemble Festivals took place around the state. Viola student Maddy Christner earned a rating of I, which sent her to the state level. The viola quartet Doug Beyer coached (which included two of his viola students – Maddy and Jordan) also earned a I. This past Saturday was the State Festival in Emporia. Maddy Christner earned a I rating at the state level which is very difficult to achieve, as did the viola quartet. This is proof of the impact the Academy and private lessons for students can have.

The following individuals committed to working at the **String Camp this summer:**

- Benjamin Morris-Cline – FHSU Music Dept. Chair & Professor of Cello/Bass – he will be conducting the Symphony & Chamber Orchestras

- Ken Hakoda – KWU Professor of Choral Music/Conductor-Salina Symphony – he will be conducting the Philharmonic Orchestra
- Dr. Tami Lee Hughes – KU Professor of Violin – she will coach the 1st violin sections of the Symphony and Chamber Orchestras and run the All-State Clinic for violin
- Dr. Cora Cooper – KSU Professor of Violin/Viola – she will coach the 2nd violin sections of the Symphony and Chamber Orchestras and run a second All-State Clinic for violin if we need a second class
- Sarah Baxter – KNU Professor of Strings – she will coach the viola sections of the Symphony and Chamber Orchestras and run the All-State Clinic for viola
- Mark Foley, the Professor of Bass at WSU has agreed to participate as well, but must verify the dates before he can confirm.

Tyler Scales and Zack Parkin will be calling on Casper, WY. Scales, a bareback rider for the Garden City Community College **Rodeo Team**, and Parkin, a bull rider, qualified for the College National Finals Rodeo when GCCC concluded regular season competition recently at the Southeastern Oklahoma State Rodeo in Durant, Okla. Parkin, from the Kansas community of **Pomona**, and Scales, from **Whitewater, Colo.**, each finished second in their events in the Central Plains Region standings of the National Intercollegiate Rodeo Association, earning the right to ride in the CNFR June 15-21 in Casper, Wyo.

As a team, GCCC finished third overall at Durant on the men's side of the ledger, but the Garden City women failed to score any points in the competition April 25-27, despite a stand-out showing the previous week in action at Fort Hays State University. Those team finishes put Garden City at sixth place in the men's regional standings – the second highest of any community college -- and the women at 10th for the 2007-2008 season, which included a total of 10 fall and spring rodeos across Kansas and Oklahoma.

2008 KANSAS JAYHAWK COMMUNITY COLLEGE CONFERENCE *SOFTBALL* ALL CONFERENCE TEAMS

Players were nominated by their coaches and then voted upon by opposing coaches, who did not vote for their own players, in their respective divisions. The teams which appear below represent the top players at their position, or more in some cases of ties, who received the most votes.

WESTERN DIVISION:

FIRST TEAM ALL-CONFERENCE

Short Stop:	Megan Hamilton	Garden City CC
Outfield:	Becky Diehl	Garden City CC

HONORABLE MENTION ALL-CONFERENCE

Second Base:	Kristen Bahr	Garden City CC
Third Base:	Cassidee Leprey	Garden City CC
Utility Player:	Joni Stegman	Garden City CC

2008 REGION VI DIVISION I SOFTBALL

FIRST TEAM ALL-REGION

Shortstop:	Megan Hamilton	Garden City CC	Fr
Utility:	Joni Stegman	Garden City CC	So
Outfield:	Becky Diehl	Garden City CC	So

SECOND TEAM ALL REGION

Second Base:	Kirsten Bahr	Garden City CC	So
Pitchers:	Taylor Cange	Garden City CC	Fr

2008 KANSAS JAYHAWK COMMUNITY COLLEGE CONFERENCE BASEBALL ALL-CONFERENCE TEAMS

Players were nominated by their coaches and then voted upon by opposing coaches, who did not vote for their own players, in their respective divisions. The teams which appear below represent the top players at their position, or more in some cases of ties, who received the most votes.

WESTERN DIVISION

SECOND TEAM ALL-CONFERENCE

<u>POSITION</u>	<u>NAME OF PLAYER</u>	<u>COLLEGE</u>
Short Stop:	Cass Via	Garden City CC
Pitchers:	Bryce Butt	Garden City CC

HONORABLE MENTION ALL-CONFERENCE

Outfield:	Ben Warner	Garden City CC
-----------	------------	----------------

Larry Johnston, Dee Wigner and Kate Covington met with Blaine Davis and Lee Construction for a walk through of the **Director of Residential Life's apartment and the two efficiency apartments**. There were numerous items needing attention. The contractor will work on those items and notify us for another inspection.

The Physical Plant assisted with the set up and tear down of the **Endowment Auction and the Relay for Life** walk. Work has begun to prepare the campus for graduation activities.

Leaking **underground gas lines** were replaced at the athletic complex. The leak occurred between the gas meter and the building entrances.

Several interviews were conducted for the two vacancies in **Physical Plant: Director of Physical Plant and Skilled Maintenance HVAC**. Reference calls are being made.

Requests for proposals were sent out for **asbestos abatement** in the science and math building. Options are being explored for the repair/replacement of the north boiler. Offices were remodeled in the Academic building in preparation of Barbara Larson and Shelley Meier's office relocation.

The custodians are extremely busy preparing for graduation as well as cleaning their regular buildings and covering for others that are not on duty. Once the semester is over, **deep cleaning will begin in the residential life area**. At the SGA awards ceremony, the Physical Plant received a plaque for **outstanding service to the campus**.

More work has begun at **Tangeman Fields Complex**. The outfield fence has been moved in to the designated distance and made permanent. Yellow safety capping for the top of the fence has been installed as well. New foul poles were also installed when the fence was completed. A quick coupler water source has been installed on the softball field so that a larger hose can be used to water the infield dirt as needed. The softball field has

been fertilized and watering has begun. Work continues with installation of the irrigation booster pump control at Tangeman Fields. Work continues to repair irrigation leaks as they are discovered.

The grounds department has been busy on the main and east campus as well **doing prep work for the track to be used by the Christian Academy for their annual track meet and getting the tennis courts ready for use by the USD 457 tennis teams.** Irrigation check has begun on the campus and several main lines have been repaired as well as sprinkler heads, etc. Mowing and trimming has started as the grass begins to green up and grow.

SGA purchased several new plants for the BTSC and were planted by that group for the earth day celebration. Aquila purchased **15 new trees for the BTSC as part of the earth day celebration.** The trees were planted by several of their employees. Football and soccer fields were painted for their practices and the athletic fields have been over seeded with grass.

During the month of April 2008, **the switchboard handled 2171 day time telephone calls** and 213 night time telephone calls for a total of 2384. During the Month of April 2008, 8266 first class pieces of mail were posted with a total of \$4503.36 from the postage account. Business Reply Envelopes returned with \$350.15 from the postage account. Bulk Mail completed and sent to the post office included mail from Football with recruiting letters sent to the following: 310 to South Carolina and Louisiana, 427 to Georgia, 366 to Kansas and 521 to Florida; Admissions, CECS, Trio and Instrumental Music for a total of \$522.16 from the postage account.

Central Services reports that the monthly numbers for April are 115 **printing jobs** along with 539 copy requests from instructors and staff. Total printing impressions in the shop were 189,800. Printing jobs included registrar, financial aid and admissions forms, a new summer strings brochure for the SWKS Music Academy along with the academy brochure, football recruiting letters, student activities posters and forms for Educational Talent Search. Also, printed were a new Accommodations Handbook, women's soccer summer handbook, math handbook, TLC handbook, nursing application packets and summer line schedules, plus ammonia lab sheets and the Endowment auction catalogs. Purchase Order forms for the Business Office were printed and assembled. One hundred DVDs were created for nursing recruitment.

Spring enrollment for currently enrolled students began on April 7th. The front counter has been busy with new enrollments as well as students clearing up their spring bills. Kim Harrison and Dena Harrison assisted with the first early enrollment day for all students on Saturday, April 19. An early enrollment day for football players was held April 25 and an open early enrollment day was held April 28.

Business Office staff has been involved with webinars for the **Department of Labor Employment Training Administration Community-based grant.** During the month of April there have been 2 live webinars and 4 pre-recorded webinars to attend.

Cyd Vagher presented information at the April 30 New Staff Orientation seminar. The Business Office staff received training and was set up with **access to Image Now.** The first projects that are underway are scanning and linking vendor information forms and student information release forms. This will allow easier access to information for staff as well as eliminate the need to store paper documents.

The first meeting of **the Title V Internal Monitoring Committee** was held April 28. The committee was given formation regarding their role in monitoring the progress toward achieving the grant goals and objectives.

Meetings were held with Cosmetology and Ammonia Refrigeration staff members to **streamline some student enrollment and billing processes.**

During the month of April, the Payroll Dept. along with the IT department finalized **testing on and implemented the new Pay Advice Online service through our GCCC Website and BusterWeb.** Employees may now view their pay information online, regardless if they are paid through direct deposit or hard copy

check. The information is in a very easy to read format and offers more than the previous detail. Descriptions of deductions, clearly defined current and year-to-date amounts, and W-4 elections are just some of the changes. Employees may view any pay information, by month, from January 2006 through the current month. To help those who have never logged into BusterWeb, letters and memos were sent to help instruct employees how to gain access to their online pay information. In addition, two training sessions were held prior to the April 25 pay date with additional training sessions scheduled in the first part of May for Physical Plant employees.

Our local Commerce Bank helped to set up the **latest direct deposit platform referred to as ACH Pass-Thru through Commerce Connections**. Sending a test file through the Pass-Thru revealed that modifications to how the actual direct deposit file is structured had to be made in order for the uploaded file to be accepted. Our IT department was able to make the modifications and the two April direct deposit files were successfully uploaded on the first try.

The part-time Payroll Assistant resigned her position the first of April. The payroll work-study worked very hard with the coordinator to meet the **payroll deadlines**. The department hopes to have the vacancy filled no later than the middle of May.

Residential Life has had a **semester that will never be forgotten**. The sudden death of freshman, Kevin Wilson in early February left a lasting impression on all of us. Thanks to the great support of the whole campus our students are doing very well. I commend GCCC for all the support they gave us in our time of need. We truly are a huge family.

We are **up in numbers for student housing for the next year** and getting ready for the summer repairs and painting. We are currently housing summer students as well as interns from Tyson Foods, KU School of Pharmacy, Wheatland Electric, and Pioneer Seed and numerous summer camps and seminars.

The 08-09 **Resident Assistants will arrive on July 31 for the training and orientation** and to ready the halls for the arrival of some of the student athletes on August 5, football on August 7 and the rest of the student residents on August 9 and 10. We are looking forward to summer to get moved into the newly renovated areas, to rest and get caught up and ready for the Fall.

The **1st Annual Motorcycle “Ride for the Future”** went extremely well. Approximately 48 riders (and 1 restored Mustang) plus passengers participated in the event. The weather tried to cooperate in the morning, but the wind gusts in the afternoon made for some challenging riding. The goals for the 1st year of Ride for the Future were two-fold: 1) Partnership building across SW Kansas between public safety agencies and riders in a fun event before another statewide disaster like Greensburg, ice storms or floods OR national disaster like 911; and 2) Establishing an activity to fund Department of Public Safety (Fire, EMST and Criminal Justice) scholarships. After all bills were paid, \$1,176.25 is the amount available for scholarships – not bad for a first-time event!

The **partnership building goal was accomplished**. The majority of the riders were public safety professionals. We have set the stage for an annual event which will provide a scholarship resource for public safety students for years to come. The Endowment Association is working with the DPS faculty to pay the bills and then determine the amount raised for scholarships. More information to follow!

#Participants:	48 Total Rider Registrations with 16 Passenger Registrations
#Sponsors and door prize donors:	60
#Public Safety agencies involved:	63
Approx # volunteers on-site:	32

The National American Criminal Justice Association/**Lambda Alpha Epsilon (ACJA/LAE) 2008 Conference** was held in Kansas City, MO in April. Over 450 college students and professionals competed in the competition and the conference. GCCC’s CJ Competition Team brought home 4 national awards – 2nd in Crime

Scene Investigation; 1st in Female Physical Agility Age Group 35 years+; 1st in ACJA Knowledge and 2nd in Police Administration written exams.

Fire Science students must pass state and national International Fire Service Accreditation Congress (IFSAC) written and practical skills tests (administered by KU instructors) upon completion of each Fire Science course. **GCCC Fire Science students have a 100% pass rate for the 2007-08 academic year.** These students have set the standard for future students! Larry Pander is pleased to announce that eight Fire Science students will graduate this year.

As part of the Perkins Reserve grant, **a video has been scripted and will be produced to promote the Ammonia Refrigeration, Industrial Maintenance Technology, and Welding Technology programs.** The video will be produced in three chapters that will allow it to be shown in total or by sections as appropriate to the audience being targeted.

Results from the **online healthcare education survey** showed that, in addition to a continued need for RN's, LPN's, CNA's and CMA's, there is also a need for PTA's (#1 choice), Radiology Techs, Respiratory Therapists, Medical Office Assistants and Pharmacy Technicians.

The process of creating a **PTA program (the program targeted by the grant)** is still being researched. A questionnaire was sent to schools that have a PTA program requesting input about program development, employment needs, curriculum and number of enrolled students. Three schools responded with useful information. One school was contacted by phone for additional information including general education classes, curriculum, clinical requirements, and cost. Mary Adam at Pioneer Health Network has offered to link us to their participating hospitals in mid-May for an interactive meeting to notify area hospitals of GCCC's PTA research and to get their feedback and/or support.

Enough information has been collected that **PTA appears to be a viable program** for GCCC. A report will be presented to the Board of Trustees to formally request approval to proceed.

The Allied Health Coordinator continues to work with current instructors and industry partners (i.e. nursing homes). **Additional CNA instructors are being sought.** The coordinator is pursuing a couple of potential instructors. Added instructors and classes will enable students to complete the CNA prerequisite to the nursing programs more quickly.

The RT program will be promoted in the summer edition of the "Insider". **A brochure is in development and will be shared with SCCC to ensure all necessary information is included.** Upon completion, this brochure will be printed and made available to college and area high school counselors, GCCC science faculty, adult learning center advisors, and others who might help to promote this program to GCCC service area students.

Congratulations for the following Educational Talent Search Students:

--Adriana San Juan for a Successful Talent Show – her buff project; all proceeds of donations and food items went to Emmaus House.

--McKenzie Hunter of Holcomb High School for a silver medal in the National Scholastics Arts Contest in New York City. Her work will be featured in a student exhibit in Washington D.C. at the Corcoran Gallery this summer.

--Abraham Rodriguez, Ivon Damian, Alicia Perkins for speaking at the Southwest Service Center Hispanic Leadership Conference at Dodge City Community College to 212 Junior high students from surrounding counties and serving on a role model panel.

--Rebecca Hands won first place in the garment design competition for FCCLA – she received a perfect score of 100! She received a gold medal and a certificate.

--The ETS students who volunteered their time to make the Kansas Mission of Mercy Dental Clinic a success.

--Alyssa Davis – has a full ride to Kansas Wesleyan University to study education

--Crystal Weippert has been accepted to Wichita State University

--Brittany Talbott has been nominated to be a spokesperson for National Bone Marrow Donors Program. Her senior buff project was to sign people up for the Bone Marrow Registry. Brittany, a cancer survivor, is also singing a prayer for the Relay for Life in Garden City in May.

--Ivon Damian has received additional financial aid to pay for room and board at Kansas State University.

--Ivon Damian for receiving a Lulac Scholarship.

--Alyssa Davis for getting a "1" rating at state in forensics and for going to Las Vegas for Nationals in Duo Acting.

--Oscar Rodriguez for winning 3rd place on JV at a local tennis tournament

--Marissa Dugan received a PEO scholarship to attend the school of her choice, which is KU

--Adriana San Juan received an Oddfellows Scholarship to attend GCCC.

--Vanessa Rodriguez for receiving the Bernadine Sitts Scholarship

--Isidrio Arguella for a silver medal from the FCCLA state competition in the area of job shadowing in nutrition

--To the following students for receiving an academic letter: Bianca Martinez, Nancy Nguyen, Brittany Barrett Shannon McNeill, Christina Nguyen, Tiffany Nguyen, Abraham Rodriguez, Jacob Agrim, Johanna Baez-Diaz, Carly Champlin, Frances Clifford, Alyssa Davis, Marissa Dugan, Makenzie Gottsonper, Ernesto Mendoza, Myranda Munoz, Vanessa Rodriguez, Brandon Tran, Katlin Tremmel, Crystal Weippert.
(Kim Nguyen and Gloria Johnson – former upward bound students.)

--Jimmie (Clint) Stewart for receiving the outstanding male senior award from Lulac with a scholarship.
(Currently attending GCCC)

--Maria Gomez for receiving the outstanding female senior award form Lulac with a scholarship.

--Long Tran for winning the Southwestern Arts award and scholarship for a Garden City High School Senior.

--Maria Gomez for receiving an education scholarship for teachers.

--Moses Padilla for receiving the Frederick and Isabell Finnup Foundation Scholarship to GCCC.

--Abraham Rodriguez for being one of 4 students selected from across the nation to speak at the National Youth Leadership Summit in Washington, DC this summer. He attended the conference in San Francisco last year and as a result of his participation and application will be a speaker this year.

--Vanessa Rodriguez for receiving the Wal-mart Scholarship

--Jimmie (Clint)Stewart, Maria Gomez, Ivon Damien and Alma Martinez for receiving Lulac Scholarships.

The staff attended training and **MO-KAN-NE Conference**. Three staff presented a training session entitled "YOU TOO CAN BE A TRIO TECHIE", introducing cps, website design, photo-shop and actually instructed participants on how to make a movie. Garden City Community College is the only Trio program in Missouri, Kansas or Nebraska that has entered the University of Washington Website design contest and is teaching students how to make websites!

42% (22/52) of the students **receiving an academic letter** are currently ETS students and 2 were former Upward Bound students.

Educational Talent Search received an award from the Ladies Auxiliary to the Veterans of Foreign Wars of the United States recognizing our program for **the support of the troops serving overseas**. ETS has collected and sent 16 boxes of food snacks to the troops along with letters of support through the VFW. (The former Upward Bound was also recognized).

The Folkloric Dancers which includes 3 Educational Talent Search students danced for the volunteers and workers that worked at the **Kansas Mission of Mercy Dental Clinic**. They were very entertaining.

The Director of Talent Search, Debbie Berkley, was on the local planning committee for **Kansas Mission of Mercy (KMOM) free dental clinic in Garden City** designed to give dental care to those without dental insurance or regular access to dental care, her subcommittee was to secure grant funding for the project. She also worked the event along with many other volunteers including Trustee Marilyn Douglass, Itzel Rodriguez, Vic Trilli, Bob Larson, some members of the football squad from the college who volunteered at the event which served 1,776 patients including 401 children. The donated care was \$830,700 based on Medicaid prices.

The **Adult Learning Center** had its first on-line GED graduate with Nhu Huynh successfully completing all five subjects of the test. Overall, though, we need to make changes to the on-line program. The ALC has officially started its GED Jail program. To date, nine student-inmates are participating. Adult Learning Center staff completed the TIAN Math Year 2 program offered by KBOR. The purpose of the training is to help students increase their level of skills while still in the adult basic education program, thereby reducing the need for college level developmental classes.

ABE/ESL transition program now has approx. 75 students who have registered in WorkKeys and 38 students have taken the required tests to qualify for a WorkReady certificate. All but two students have been contacted about college enrollment. Also each student who came in for their cap and gown and was contacted and invited to visit about going to college. Linda will be doing some phone contacts to these students after they have a bit of time to think about it. She will be calling students who couldn't start in the spring but showed interest in wanting to go to college to see if the spring will work for them. In the planning stages is a couple of Career Days. Beef Products, Inc., Dillon's and the GCCC Production Technology instructor and welding instructor will visit with the students on May 19 and again in June. The ESL transition classes will also be invited to participate.

During the last two months one highlight of our work has been the intensive media response generated by the **Underage Town Hall Meeting at Alta Brown Elementary School**. The coverage included print, live radio, television news media and several publications that were distributed through the media. It included one front page article in the Garden City Telegram, several interviews of coalition members on live radio, and KSN TV coverage on the 10 pm news on the night of the event.

The **Seeds of Hope Jail ministry**, which receives technical assistance from the Prevention Center, attained non-profit status this quarter and also, recorded introductory materials with which to promote their efforts. The initiation of GED classes in the law enforcement center, in collaboration with the GCCC Department of Continuing Education and Community Service, is now in progress.

LifeSkills, a program that the Prevention Center trains presenters for, continues to spread throughout the region.

The Prevention Center has initiated a technical assistance role for the **Garden City "CTAG" Coalition (Citizens Totally Against Graffiti)**, which features broad representation from multiple community sectors, including law enforcement, judicial, social service, education, business, media, faith-based organizations, community corrections, and the YMCA. We will be providing technical assistance and focused funding support for their efforts in the areas of community safety, substance abuse, community disorganization, neighborhood groups, methamphetamine manufacture and distribution, and community awareness.

For Business & Industry, the month of April saw large numbers of people being trained through contracts with four businesses. This equals **161 extra people on campus!** Also in April we partnered to plan and implement the Finney County Job Fair. There were 45 businesses and 250 job seekers within the 6-hour event. Another fair is being planned for September. The second series of Supervisory Training began and we are offering that free to the campus faculty and staff again this quarter. All of the topics are new.

April was a quiet month for Personal Enrichment but not for **Kids' College!** The schedule looks much like it did in 2006 and earlier. Classes will run for an hour and forty five minutes, 8am to 4:15pm, Monday through Friday. Enclosed in your packet is a copy of the Summer Fun catalog. The intent of the catalog is to provide parents and guardians all the information available about summer activities in one handy publication. For a few Kids' College classes, we've got new partners. We are partnering with St. Catherine Hospital to offer a class called Mini Medics 101. It's all about the goings on in the hospital. We have also partnered with the City of Garden City to offer Garden City Rules! It's a class that will examine the legal workings of a city in Kansas. These new partnerships are very exciting!

For personal enrichment classes, we had a quiet month. At the end of April, we had a total of **156 participants**. At the end of the fall semester in 2007, we had 164 participants. I do believe we will surpass that number for spring 2008.

The **2008 Women's Conference** happened on April 11 and we had 45 participants. This conference came about again because of the wonderful people that were able to come together and make it happen. It was sponsored by GCCC, GC Rec, GC Area Chamber of Commerce, Girl Scouts of Kansas Heartland, Finney County K-State Research and Extension, Finney County Women's Chamber and Golden Plains Credit Union. It was a huge success and many people would like to know when it will happen again. We are in the planning stages for next year. We got loads of press coverage from the local TV station, The Garden City Telegram and from KBUF, the local AM radio station.

We celebrated our annual **HEP Graduate Reception** last Saturday, May 3rd at Mary Queen of Peace Church in Ulysses where most of our graduates for this year, from all the sites, attended this event with their families. Also in attendance were Dr. Bob Fanning, Topeka; Nancy Harness and husband, Father Jim Dickens and all the members of the staff from all the sites. Twenty two students who participated in Project Destiny last year will participate in this year's GCCC Commencement Ceremony on May 10th. There are five from our site in Scott City, seven from Ulysses, one from Lakin and one from Johnson plus our students from Garden City.

Our newest site in Lakin at St. Anthony's Catholic Church is now equipped and running. We have **12 students enrolled in our program who qualified for HEP**. In Syracuse, we have six students who will start their preparation for GED Official exams this summer. They will be touring our campus this week to meet our facilities and GCCC staff.

Bryan Education Center:

- Basic Computer Skills, a one college credit course, was held with 5 students enrolled.
- The ACT was administered to 19 students with the assistance of 2 administrators.
- Scott County Extension held their lunch n learn program with 6 participants.
- Pat Veesart from KSBDC presented Steps to Start Up seminar with 6 participants.
- The BEC set up an informational booth at the Lane County Health Fair in Dighton where over 200 patrons attended. Handouts and pamphlets from the Southwest Kansas Regional Prevention Center were distributed as well as information from the Bryan Education Center.
- The director administered 13 Compass placement tests.
- The director proctored 3 students taking online EduKan courses.
- Selling on eBay workshop was held with 3 students attending.

April was another active month for the GCCC KSBDC. In addition to our regular client work we presented workshops on **Ag Tourism and Human Resources** as well as three startup workshops in Dodge City, Scott City and Garden City. Crissy and Pat both attended the Rural Angel Investor meeting in Hays and the entire staff took part in training for WebCats, our client information system for the KSBDC. Pat was part of the interview committee for the FHSU KSBDC business specialist position. She also assisted Chip Marcy with the GCCC Economics Forum as a facilitator

Admissions Department is very excited about the attendance at the Spring 2008 **Early Enrollment Days!** Comparing the first four dates for 2008 to the first four dates for 2007, enrollment numbers have increased by 42 students, 536 enrolled hours, or 35.73 FTE. 82 more guests attended with the students this year as well. We are calling students to help this trend continue.

Admissions and Financial Aid went to **Bernadine Sitts Intermediate Center** and spoke with 43 fifth grade students about going to college. Students were very attentive and asked lots of questions. We hope that the seeds were planted, and we will see these students in future years at GCCC!

300-350 guests attended the **after graduation reception** in the cafeteria on Saturday, May 10.

Report from **Student Activities regarding end-of-the-year events:**

April 10th-Student Activities had Movie Tickets for Students to go to the Movies. A lot of students came by the BTSC to get tickets.

April 16th- Student Activities had an Ice Cream Social in the BTSC and had many visitors.

April 24th Student Activities had a Sand Volleyball Tournament the evening of the Student Awards Assembly.

April 28th Student Activities had Funny Photos on Campus. The Photographer took 222 pictures that day.

May 8th Student Activities had an event Massages before Finals weeks. The students enjoyed having their back, arms and hands rubbed.

The Assessment Center has been very busy – staff proctored 78 EduKan finals during Spring semester and 85 EduKan finals during the semester last Fall.

2005-2007 Program Review

Ammonia Refrigeration

Program Mission:

Garden City Community College Ammonia Refrigeration Program, in partnership with industry, exists to enhance the Ammonia Refrigeration Operator's level of safety and theoretical knowledge.

Recruiting Strategies

- The ammonia program's most effective recruiting has been, and continues to be done by word-of-mouth. Of the estimated 30,000 (iiar 2003) active ammonia refrigeration operators, approximately 15% have attended classes at Garden City Community College since the program's inception in 1996. Contractors that attend classes at Garden City Community College recommend our program to their customers across the nation. Operators that have attended our classes will sometimes seek new employment, and recommend our program to their new employer. Refrigeration managers will often recommend our program to each other during the course of their business dealings.
- Program Staff annually attend 2 to 4 industry trade shows, and exhibit in a majority of them. During these trade shows, staff present papers, attend workshops, participate in industry committees, and maintain relations with industry leaders.
- The program continues to distribute the tri-fold program description pamphlet to industry and government agencies that regulate and monitor the industry. The pamphlet has also been reprinted in Spanish for distribution to Central America.
- The program maintains an updated web presence at <http://www.nh3gccc.com>. On this web site prospective customers can view class descriptions, equipment descriptions, check schedules, register, and contact any or all of the staff from the program. Extensive work has gone into the web site to make it more user friendly, and to increase the priority on the major search engines.
- Program Staff have participated in "recruitment drives" on the way to, and the way from, trade shows and conventions. During these drives staff visit prospective customers and speak face to face with managers about the benefits and particulars of the program.

Retention Strategies

- OSHA (Occupational Safety and Health Administration) requires that all operators involved with handling hazardous materials undergo refresher training at a minimum of every 3 years. What that training must involve is generally left to the industry for the most part. By introducing a new class in our program approximately every 3 years, the program provides a convenient method for meeting government requirements. 106 students, almost all of them returning students, have attended the program's newest offering, Technician I.
- The program staff continues to provide customers with help involving reference materials, interpretations of government regulations, reviews of existing and planned designs, troubleshooting current process deficiencies, and other miscellaneous consulting.
- Program Staff involvement in Industry trade associations committees and standards development has kept the Garden City Community College name in circulation among industry leaders. The recently released final draft of the Ammonia Refrigeration Training Guideline (ARTG-GDL1) from iiar includes an appendix of Work Keys data collected by

Garden City Community College utilizing program students. This guideline is expected to be used extensively throughout the ammonia refrigeration industry and may potentially be used by federal agencies during the policy making process.

Curriculum Development

- Written evaluations are collected from every student at the end of a seminar. These surveys are used to track trending in industrial requirements so that future seminars can be tailored to fit industry needs. These surveys have been collected for over 10 years.
- Technician I class was developed and added in 2005. This class covered an area of instruction not previously covered, that had been requested by students and employers.
- Technician II class is under development with a 2009 projected kick-off date. This class is also a direct response to industry requests.
- Program Staff attend workshops and subscribe to industry news letters and magazines to monitor cutting-edge technology to ensure curriculum retains relevancy.
- Industry partners donate equipment that are samplings of state-of-the-art equipment for use as training aids.

Professional Development

- Attend workshops and presentations given by industry leaders to keep knowledge of current technology up to date.
- Participate in trade association committees and contribute to the creation of industry guidelines and standards.
- Maintain memberships in several trade associations (iia, RETA, IARW, IAFIS, etc.).
- Participate in College IG Committees.
- Participate in College Staff development activities.

Successes

- Reversed a 13% decline in enrollment during the 05-06 fiscal year to a 20% increase in enrollment during the 06-07 fiscal year.
- Assisted trade associations and industry leaders in publishing the ARTG-GD1 Ammonia Refrigeration Training Guideline.
- Launched the Technician I class, which has had 106 students to date.
- Teamed with iia to create a scholarship program for Ammonia Refrigeration Operators.
- Teamed with RETA to create a scholarship program for Ammonia Refrigeration Operators.
- Hosted the naming ceremony for the Gary Jarmer Technical Annex.
- 794 students attended seminars during the 05-06 (360 students) and 06-07 (433 students) fiscal years. This is an approximate \$3,374,500 infusion of dollars into the community.
- Approximately \$1,000,000 was collected in fees and tuitions by the College; 505 Operator I @ \$1185.00, 169 Operator II @ \$1285.00, 74 Technician I @ \$1285.00, and 45 PSM/RMP @ \$1185.00.

Challenges and What we have learned

- Confusion still exists between the Garden City Community College's Ammonia Refrigeration Program and a local competitor. On going informational campaigns are being continued to alleviate confusion.

- Keeping Laboratory Equipment updated continues to be a challenge to the program. The high costs of the equipment keep the program reliant on industry support for major upgrades.
- Safety concerns in the laboratory have prompted the creation of an equipment replacement program to maintain the level of safety at an acceptable level. As older equipment reaches the end of its serviceability, it is replaced with updated versions, usually with the assistance of industry partners.

Active Partnerships with Industry

Industry Partner	Level of Participation (Equipment Donations, Advisory, Scholarships, Instructor Training, etc.)
Honeywell Analytics	Ammonia Sensors, Instructional materials, Control Station for Sensors, Portable Gas Sensor
LaRoche Industries	Instructional materials
Vilter Manufacturing	Instructional materials
Tatro	Piping for the 5 th system
M&M Systems	Instructional materials, Evaporator cut-away, Consulting
Camco Lubricants	Instructional materials
Marking Systems Incorporated	Instructional materials
Tempest Technology	Instructional materials
Refrigerating Specialties	Instructional materials
518 Companies, 537 Plants (sites), 50 States, and 6 foreign countries	Training Partners

Program Review Summary Sheet

2007-2008

Ammonia Refrigeration

Annual Data

Year	Number of Sections offered				Average Class Size				Overall Enrollment				Dept-Generated Credit Hours			
	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Outreach	EduKan	Total
2004-2005	43	0	0	43	9	0	0	9	398	0	0	398	1194	0	0	1194
2005-2006	43	0	0	43	8	0	0	8	360	0	0	360	1080	0	0	1080
2006-2007	40	0	0	40	11	0	0	11	433	0	0	433	1299	0	0	1299

Semester Data

Attrition Rate				
Semester	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	0.00%	NA	NA	0.00%
Spring	0.00%	NA	NA	0.00%
Summer	0.00%	NA	NA	0.00%
2005-2006				
Fall	0.00%	NA	NA	0.00%
Spring	0.00%	NA	NA	0.00%
Summer	0.00%	NA	NA	0.00%
2006-2007				
Fall	0.00%	NA	NA	0.00%
Spring	0.00%	NA	NA	0.00%
Summer	0.00%	NA	NA	0.00%

Success Rate				
Semester	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	100.00%	NA	NA	100.00%
Spring	100.00%	NA	NA	100.00%
Summer	100.00%	NA	NA	100.00%
2005-2006				
Fall	100.00%	NA	NA	100.00%
Spring	100.00%	NA	NA	100.00%
Summer	100.00%	NA	NA	100.00%
2006-2007				
Fall	100.00%	NA	NA	100.00%
Spring	100.00%	NA	NA	100.00%
Summer	100.00%	NA	NA	100.00%

NA = No courses taught during the semester

Annual Revenue Generated

Year	Cr. Hrs	In-State Tuition Revenue	Out-State Tuition Revenue	Margin of Error	Total Revenue	Amount Discounted	Initial Net Revenue Generated	Dept Expenses	Cost per Cr. Hr.	Net Revenue Generated	Net Rev. per Cr. Hr.
2004-2005	1,194	\$138,525	\$396,753	NA	\$535,278	NA	\$535,278	\$458,377	\$383.90	\$76,901	\$64.41
2005-2006	1,080	\$32,836	\$422,934	NA	\$455,770	NA	\$455,770	\$378,069	\$350.06	\$77,701	\$71.95
2006-2007	1,299	\$35,414	\$516,631	NA	\$552,045	NA	\$552,045	\$385,131	\$296.48	\$166,914	\$128.49

**Annual Revenue calculated as Summer, Fall, Spring and includes EduKan

2005-2007 Program Review

AUTOMATION AND ELECTRICAL DEPARTMENT

Program Mission

Provide world-class training for traditional and non-traditional participants in skills related to electrical and automation for the purpose of enhancing educational and employment opportunities, job performance, and productivity.

Recruiting Strategies

Direct contact with prospective participants is always the best strategy. Indirect contact occurs through word-of-mouth from satisfied participants as well as through employers/supervisors, counselors, mail, email, radio, television, telephone, and the web. Although frequently found as part of industrial training, the short term seminar format is not found in many schools where participants have access to college credit and this does give an advantage. Several students who have taken GCCC seminars are in process or have completed AAS degree programs utilizing the credit.

Maintaining the equipment used in the training is also important in promoting the seminars as a way to advance the knowledge of workers in the latest technologies.

Retention Strategies

Retention of industrial participants is usually not a problem. The hands-on nature of the automation and electrical classes promotes sufficient interest on the part of traditional students to the point that they usually will stick with a class. However, one must be watchful and intervene soon when students miss too much class.

Curriculum Development

Curriculum is developed in response to industry needs. These needs are perceived as contact with industry participants, supervisors, and employers generate this information. The challenge is to develop curriculum flexible enough to meet the needs of as many types of participants as possible without stretching available resources too thin.

Professional Development

The technical nature of automation and electrical requires that much of professional development take place with seminars or workshops delivered by industrial providers knowledgeable in the technologies. Instructors have attended training for software and equipment used in industry so that it could be shared in the classroom.

Classroom instructional skills are obtained and polished through courses and or workshops delivered largely as part of local resources (such as the short workshops held on campus) but may also be obtained through web based educational resources.

Successes

Promotion of seminars in the Ammonia refrigeration seminars has developed a larger base of participating companies in automation/electrical. This has helped bring some of the seminars back to a comfortable enrollment level.

Portions of the automation and electrical courses will be integrated into the BPI and Tyson training programs. This will not only provide training for current as well as prospective employees of both companies but will offer an avenue for current traditional students to receive industry type training without necessarily being tied to company employment. Utilizing shorter certificate level training blocks is being considered to enhance the value of the training to a broader base of participants.

Challenges and What we have learned

Packaging training in a format that will allow flexibility for a variety of participants (employed – not employed; traditional student – non traditional student) has and will continue to be a challenge.

Maintaining a satisfactory level of participation in the automation/electrical seminars has been a challenge. More aggressive exposure of the offering of automation/electrical seminars to ammonia refrigeration participants has resulted in an increase in the level of participation. Mixing traditional classes and seminars at an instructional level is another challenge. Conflicts result in the use of instructional time and resources requiring a creative approach in order to maintain the integrity of both methods of delivery.

Active Partnerships with Industry

Industry Partner	Level of Participation (Equipment Donations, Advisory, Scholarships, Instructor Training, etc.)
Tyson Fresh Meats	Advisory, Donated Instructor training materials and equipment.
BPI	Advisory
Sunflower Electric	Advisory as well as some donated demo equipment.
Stanion Wholesale Electric	Advisory, electrical equipment donations, educational discounts on software as well as equipment.
Training Partners	Seminar training provided to 71 different entities including 60 different plants (representing 54 different companies), 8 individuals, and 3 municipalities. A sampling of companies include Sunflower Electric, Tyson, BP-Amoco, Kindermorgan, National Beef, Heartland Mills, Inland Container, Cargill Meat Solutions, Davis Electric, etc.

Program Review Summary Sheet

2007-2008

Motor Controls

Annual Data

Year	Number of Sections offered				Average Class Size				Overall Enrollment				Dept-Generated Credit Hours			
	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Outreach	EduKan	Total
2004-2005	10	4	0	14	3	2	0	3	26	9	0	35	73	27	0	100
2005-2006	6	0	0	6	4	0	0	4	22	0	0	22	64	0	0	64
2006-2007	5	0	0	5	8	0	0	8	42	0	0	42	122	0	0	122

Semester Data

Attrition Rate				
Semester	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	0.00%	0.00%	NA	0.00%
Spring	0.00%	0.00%	NA	0.00%
Summer	0.00%	NA	NA	0.00%
2005-2006				
Fall	0.00%	NA	NA	0.00%
Spring	0.00%	NA	NA	0.00%
Summer	0.00%	NA	NA	0.00%
2006-2007				
Fall	0.00%	NA	NA	0.00%
Spring	0.00%	NA	NA	0.00%
Summer	0.00%	NA	NA	0.00%

Success Rate				
Semester	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	100.00%	100.00%	NA	100.00%
Spring	100.00%	100.00%	NA	100.00%
Summer	100.00%	NA	NA	100.00%
2005-2006				
Fall	100.00%	NA	NA	100.00%
Spring	100.00%	NA	NA	100.00%
Summer	100.00%	NA	NA	100.00%
2006-2007				
Fall	100.00%	NA	NA	100.00%
Spring	100.00%	NA	NA	100.00%
Summer	100.00%	NA	NA	100.00%

NA = No courses taught during the semester

Annual Revenue Generated

Year	Cr. Hrs	Instate Tuition Revenue	Outstate Revenue	Margin of Error	Total Revenue	Amount Discounted	Initial Net Revenue Generated	Dept Expenses	Cost per Cr. Hr.	Net Revenue Generated	Net Rev. per Cr. Hr.
2004-2005	112	\$11,218	\$18,935	NA	\$30,153	NA	\$30,153	\$66,630	\$594.91	-\$36,477	-\$325.69
2005-2006	64	\$14,055	\$16,975	NA	\$31,030	NA	\$31,030	\$44,153	\$689.89	-\$13,123	-\$205.05
2006-2007	122	\$29,358	\$25,517	NA	\$54,875	NA	\$54,875	\$43,338	\$355.23	\$10,722	\$87.89

**Annual Revenue calculated as Summer, Fall, Spring and includes EduKan

2005-2007 Program Review

EMERGENCY MEDICAL SERVICES TECHNOLOGY

Program Mission

To educate and equip pre hospital emergency medical professionals for service to the SW Kansas and surrounding area.

Recruiting Strategies

Recruited at the high school level
Assisted in high school health and safety classes
Met with multiple potential students who are now enrolled

Retention Strategies

Strengthening working relationships w/existing and new clinical & FI sites
Developed needs assessment from students as to what they felt was important
Explored distance learning by utilizing internet based delivery, as well as ITV for all levels of EMS training
Digitally recorded classes for future podcast as well as internet streaming capability

Curriculum Development

Developed needs assessment with industry partners
Offered Training Officer I/II Course with special emphasis on distance learning module
Finalized syllabi to indicate curriculum alignment with nursing curriculum
Faculty exchange between nursing and EMST programs

Professional Development

Secure funding for travel to facilitate involvement on Kansas Board of EMS committee
Re-structure current curriculum
Published several program identifying article/advertisement per issue in KEMSA Chronicle magazine.
Active involvement with KS BEMS list serve

Successes

Involvement at state level on curriculum change
Invitation to be speaker at KEMSA conference
Regular exposure in the KEMSA quarterly magazine
Increased enrollment from 5 to 6 with over 14 others actively working on pre regs

Challenges and What we have learned

The use of adjunct instructors and the lack of consistent full-time instructors presented continuity challenges within the instructional program. This challenge has been addressed.

Development of distance learning opportunity offered its share of challenges as instructors learned how to build a relationship with outreach students.

Advisory council has been excellent in its feedback as to what the programs successes and challenges are. They have been instrumental in the achievement made here. What we have learned is that it is important to maintain consistent contact with these providers and keep them

informed as to the successes and challenges we face. They are happy for us when we succeed and they are willing to help when they know about the challenges. However, they must know early enough to effect the desired change.

Active Partnerships with Industry

Industry Partner	Level of Participation (Equipment Donations, Advisory, Scholarships, Instructor Training, etc.)
Finney County EMS	Field Internship, Important partner for guidance
Seward County EMS	Field Internship
Ford County Fire and Rescue	Field Internship
St. Catherine's Hospital	Clinical internship
Grant County EMS	Advisory Council Member
Albert Gaines M.D.	Medical Director
Colby Community College	Advisory Council
Dodge Community College	Advisory Council
Grant County EMS	Advisory Council
Kansas Heart Hospital	Clinical Internship
Pioneer Health Network	Advisory Council
Seward County Community College	Advisory Council

Program Review Summary Sheet

2007-2008

EMST

Annual Data

Year	Number of Sections offered				Average Class Size				Overall Enrollment				Dept-Generated Credit Hours			
	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Outreach	EduKan	Total
2004-2005	11	2	0	13	8	9	0	8	92	17	0	109	582	148	0	730
2005-2006	8	0	0	8	11	0	0	11	88	0	0	88	580	0	0	580
2006-2007	8	1	0	9	5	9	0	5	39	9	0	48	268	108	0	376

Semester Data

Attrition Rate				
Semes-ter	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	10.53%	0.00%	NA	7.27%
Spring	0.00%	NA	NA	0.00%
Summer	0.00%	NA	NA	0.00%
2005-2006				
Fall	4.26%	NA	NA	4.26%
Spring	3.33%	NA	NA	3.33%
Summer	0.00%	NA	NA	0.00%
2006-2007				
Fall	0.00%	NA	NA	0.00%
Spring	0.00%	0.00%	NA	0.00%
Summer	0.00%	NA	NA	0.00%

Success Rate				
Semes-ter	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	89.47%	100.00%	NA	92.73%
Spring	100.00%	NA	NA	100.00%
Summer	100.00%	NA	NA	100.00%
2005-2006				
Fall	91.49%	NA	NA	91.49%
Spring	96.67%	NA	NA	96.67%
Summer	88.89%	NA	NA	88.89%
2006-2007				
Fall	100.00%	NA	NA	100.00%
Spring	100.00%	88.89%	NA	96.55%
Summer	100.00%	NA	NA	100.00%

NA = No courses taught during the semester

Annual Revenue Generated

Year	Cr. Hrs	Instate Revenue	Outstate Revenue	Margin of Error	Total Revenue	Amount Discounted	Initial Net Revenue Generated	Dept Expenses	Cost per Cr. Hr.	Net Revenue Generated	Net Rev. per Cr. Hr.
2004-2005	793	\$71,182	\$8,247	\$2,147	\$81,576	\$5,188	\$76,387	\$135,934	\$171.42	-\$59,547	-\$75.09
2005-2006	580	\$50,428	\$6,334	\$4,508	\$61,269	\$3,682	\$57,587	\$98,314	\$169.51	-\$40,727	-\$70.22
2006-2007	376	\$37,130	\$4,839	\$1,721	\$43,690	\$2,792	\$40,898	\$93,168	\$247.79	-\$52,270	-\$139.01

**Annual Revenue calculated as Summer, Fall, Spring and includes EduKan

2005-2007 Program Review

Program Title

Department of Nursing Education

Program Mission The mission of the Garden City Community College Nursing Program is to meet the need for nurses in the health care system and to provide the diverse community an opportunity for education in the nursing at the practical nursing and associate degree nursing level. The nursing department provides a career ladder for individuals who choose nursing. Nursing education at Garden City Community College provides relevant knowledge and skills that enable the graduate to contribute to society as a nurse.

Recruiting Strategies

- Hired one full-time faculty
- Maintained and expanded clinical facilities for student experiences
- Enhanced communication among professionals including KSNA, Pioneer Health Network, SCH, retirement care homes, advanced postsecondary degrees institutions, and the CLS Allied Health center of excellence
- Participated in KUSON grant to support mentoring of students in nursing school and recruitment of local students and nurses to nursing careers and educational advancements.
- Developed a recruitment video
- Worked with Advisory committee to identify ways to increase graduate and employer survey responses
- (Annually) Host Lakin 6th grader students for career exploration
- (Annually) Host Career Exploration Day

Retention Strategies

- Hired one Lab Skills Coordinator to help meet the learning needs of students
- Gathered and analyzed retention data to identify the cause of attrition.
- Developed a selection matrix to identify students most ready to enter nursing and successfully complete the program
- Work with Science division to identify science prerequisites for PN and ADN programs
- Initiated plan to advise students using COMPASS, Nelson Denny, Michigan, and ATI TEAS assessment test
- Penka Building computer lab was established and is being utilized for all program testing and computerized assisted instruction.
- Initiated complementary support system to enhance retention to include tutoring, on line tutorials, and integration of high tech lab practice, and developed a tool to select the best qualified candidates for entry into PN and ADN programs
- Expanded Blackboard usage to administer tests, create test banks, and distribute student information
- Evaluated PN and ADN level one textbooks to determine alignment of curriculum which resulted in the adoption of new textbooks.
- Classroom multi-media equipment was updated.
- Encouraged positive attitude of success for faculty and students.

- Enhanced practice lab by adding a patient simulator and a variety of training aides to support instruction.
- Partnered with other community colleges to develop scenarios to utilize patient simulator more effectively
- Utilized ATI as supplemental instruction for all nursing programs
- Utilized concept mapping to foster critical thinking in PN and ADN programs
- Moved higher level skills to Nursing II to "level" expectations
- Developed and enhanced a working relationship with the reading instructors to provide appropriate support for students.
- Utilized a local physician to augment learning experiences
- Utilized Finney County EMS to augment learning experiences.
- Students participated in the Criminal Justice Disaster Drill

Curriculum Development

- Hired a consultant to evaluate and recommend changes for new curriculum
- Redesigned the associate degree nursing program.
 - Approved by State Board of Nursing and Kansas Board of Regents Spring 2007
 - New program includes and optional exit for students wishing a Practical Nursing Certificate
- Initiated IV certification course for practical nurses.
- Participated in the state-wide initiative for a core PN curriculum
- (Annually) Perform an evaluation of the practical and associate degree nursing programs to ensure continuous improvement and a positive learning environment.

Professional Development

- All nursing faculty have attended "Bootcamp for Nurse Educator"
- All nursing faculty have been trained on human patient simulators
- All nursing faculty have been involved with scenario design for use with simulated experiences.
- (Annually) attend Kansas Council of Associate Degree Nurses Educators Fall Forum
- Nursing Faculty are actively involved in College Committees
- Nursing Faculty are pursuing advanced degrees in nursing
- Director is pursuing a PhD in Education with a focus in Community College Leadership
- Director is a member of the Kansas State Board of Nursing Education Committee
- Reviewed and updated all internal policies and procedures related to program organizational chart. Ensure that they align with state and national standards.
- Supported Datatel implementation
 - Participated in Datatel training
- Increased the success of students with developmental education needs
 - Participated in instructional strategies workshops and in-services to support the unique learning needs of students
- Increased the success of ESL students
 - Participated in instructional strategies workshops and in-services to support the unique learning needs of ESL students
- Supported integration of AQIP with planning and internal governance
 - Participated in internal governance committee work

Successes

- Achieved National League For Nursing Accreditation Commission's accreditation for eight more years
- Practical Nursing graduates achieved 100% pass rate on state board of nursing licensure tests (2006 and 2007).
- Associate Degree Nursing graduates achieved 100 % pass rate on state board of nursing licensure tests (2006)
- Nursing Department has been recognized by the Kansas State Board of Nursing for pass rates that exceed the state and national averages in 2005, 2006 and 2007.
- Received approval of the new associate degree nursing program by the State Board of Nursing and Kansas Board of Regents Spring 2007
- Retention for first semester associate degree program was 84% in Fall 2005
- Retention for first session PN program was 80% in Spring 2006

Challenges and What we have learned

- Retention for first semester associate degree program was 57% in Fall 2006
- Retention for the first session of practical nursing program was 56% Spring 2007
- We have learned that attrition has many facets and a holistic approach is needed to improve retention.
- The NCLEX passing standards have been increased for both the practical nursing and registered nursing exams.
- Critical thinking is a key component for success in nursing. Incorporating more simulation will challenge the students to think critically regarding the care of their patients
- Exams need to be continually evaluated to ensure appropriate content and level of difficulty.

Active Partnerships with Industry

Industry Partner	Level of Participation (Equipment Donations, Advisory, Scholarships, Instructor Training, etc.)
St. Catherine Hospital	Membership on the Advisory Committee and Inter-institutional Committee, collaborative partners for the simulation lab housed in their facility, and provide clinical opportunities.
Garden Valley Retirement Village	Membership on the Advisory Council and provide clinical opportunities.
Homestead (Terrace Garden)	Membership on the Advisory Council and provide clinical opportunities.
High Plains Retirement Village	Membership on the Advisory Council and provide clinical opportunities.
Sandhill Orthopaedic & Sportsmedicine Clinic	Provide clinical opportunities
Area Mental Health	Membership on the Advisory Council and provide clinical opportunities.
Bob Wilson Memorial Hospital	Membership on the Advisory Council
Greeley County Hospital	Membership on the Advisory Council

Lane County Hospital	Membership on the Advisory Council
Kearny County Hospital	Membership on the Advisory Council
Scott County Hospital	Membership on the Advisory Council
Wichita County Hospital	Membership on the Advisory Council
Finney County Health Department	Membership on the Advisory Council and provide clinical opportunities. Partnered with Finney County Health Department to provide flu shots to local industries and community residents
Larned State Hospital	Provide clinical opportunities
Kansas Council of Associate Degree Nurse Educators	Advisory and state level nursing leadership
Kansas Council of Practical Nursing Educators	Advisory and state level nursing leadership
Kansas State Nurses Association	Advisory and state level nursing leadership
National League of Nursing	Advisory and national level nursing leadership
Kansas State Board of Nursing	Advisory and state level nursing leadership
University of Kansas School of Nursing	Collaborated with KU to promote BSN and MSN program delivery in southwest Kansas

Program Review Summary Sheet

2007-2008

RN

Annual Data

Year	Number of Sections offered				Average Class Size				Overall Enrollment				Dept-Generated Credit Hours			
	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Outreach	EduKan	Total
2004-2005	6	0	0	6	18	0	0	18	110	0	0	110	830	0	0	830
2005-2006	6	0	0	6	16	0	0	16	95	0	0	95	834	0	0	834
2006-2007	6	0	0	6	20	0	0	20	121	0	0	121	1042	0	0	1042

Semester Data

Attrition Rate				
Semester	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	13.79%	NA	NA	13.79%
Spring	5.77%	NA	NA	5.77%
Summer	NA	NA	NA	NA
2005-2006				
Fall	17.65%	NA	NA	17.65%
Spring	2.27%	NA	NA	2.27%
Summer	NA	NA	NA	NA
2006-2007				
Fall	9.68%	NA	NA	9.68%
Spring	0.00%	NA	NA	0.00%
Summer	NA	NA	NA	NA

Success Rate				
Semester	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	86.21%	NA	NA	86.21%
Spring	92.31%	NA	NA	92.31%
Summer	NA	NA	NA	NA
2005-2006				
Fall	82.35%	NA	NA	82.35%
Spring	97.73%	NA	NA	97.73%
Summer	NA	NA	NA	NA
2006-2007				
Fall	88.71%	NA	NA	88.71%
Spring	100.00%	NA	NA	100.00%
Summer	NA	NA	NA	NA

NA = No courses taught during the semester

Annual Revenue Generated

Year	Cr. Hrs	Instate Revenue	Outstate Revenue	Margin of Error	Total Revenue	Amount Discounted	Initial Net Revenue Generated	Dept Expenses	Cost per Cr. Hr.	Net Revenue Generated	Net Rev. per Cr. Hr.
2004-2005	830	\$74,503	\$8,632	\$2,247	\$85,382	\$5,430	\$79,951	\$380,366	\$458.27	-\$300,415	-\$361.95
2005-2006	834	\$72,511	\$9,107	\$6,482	\$88,101	\$5,295	\$82,806	\$321,874	\$385.94	-\$239,068	-\$286.65
2006-2007	1,042	\$102,898	\$13,411	\$4,769	\$121,078	\$7,737	\$113,341	\$435,117	\$417.58	-\$321,776	-\$308.81

**Annual Revenue calculated as Summer, Fall, Spring and includes EduKan

Program Review Summary Sheet

2007-2008

Practical Nursing

Annual Data

Year	Number of Sections offered				Average Class Size				Overall Enrollment				Dept-Generated Credit Hours			
	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Out-Reach	EduKan	Total	On-Campus	Outreach	EduKan	Total
2004-2005	6	0	0	6	14	0	0	14	81	0	0	81	232	0	0	232
2005-2006	6	0	0	6	9	0	0	9	56	0	0	56	218	0	0	218
2006-2007	6	0	0	6	13	0	0	13	79	0	0	79	297	0	0	297

Semester Data

Attrition Rate				
Semester	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	0.00%	NA	NA	0.00%
Spring	15.49%	NA	NA	15.49%
Summer	0.00%	NA	NA	0.00%
2005-2006				
Fall	NA	NA	NA	NA
Spring	7.69%	NA	NA	7.69%
Summer	5.88%	NA	NA	5.88%
2006-2007				
Fall	NA	NA	NA	NA
Spring	15.79%	NA	NA	15.79%
Summer	0.00%	NA	NA	0.00%

Success Rate				
Semester	On-Campus	Out-Reach	EduKan	Total
2004-2005				
Fall	100.00%	NA	NA	100.00%
Spring	84.51%	NA	NA	84.51%
Summer	100.00%	NA	NA	100.00%
2005-2006				
Fall	NA	NA	NA	NA
Spring	92.31%	NA	NA	92.31%
Summer	94.12%	NA	NA	94.12%
2006-2007				
Fall	NA	NA	NA	NA
Spring	78.95%	NA	NA	78.95%
Summer	100.00%	NA	NA	100.00%

NA = No courses taught during the semester

Annual Revenue Generated

Year	Cr. Hrs	Instate Revenue	Outstate Revenue	Margin of Error	Total Revenue	Amount Discounted	Initial Net Revenue Generated	Dept Expenses	Cost per Cr. Hr.	Net Revenue Generated	Net Rev. per Cr. Hr.
2004-2005	320	\$28,724	\$3,328	\$866	\$32,918	\$2,094	\$30,825	\$92,905	\$290.33	-\$62,080	-\$194.00
2005-2006	218	\$18,954	\$2,381	\$1,694	\$23,029	\$1,384	\$21,645	\$102,729	\$471.23	-\$81,084	-\$371.95
2006-2007	297	\$29,329	\$3,822	\$1,359	\$34,511	\$2,205	\$32,305	\$115,937	\$390.36	-\$83,632	-\$281.59

**Annual Revenue calculated as Summer, Fall, Spring and includes EduKan

From: <bob@la1lwib.org>
Date: 2008/05/02 Fri PM 05:15:29 CDT
To: <judycrymble@gcccks.edu>, <ythsrv22@finneycounty.org>
CC: <deb@la1lwib.org>

Subject: Friday May 2nd Special LAI Board Meeting

Marci and Judy: In light of the recent WIA rescission of Adult, Dislocated Worker and Youth formula funds and the anticipated reduction of allocations for PY2008 (Kansas is due to receive approximately \$3 million dollars less than last year) the LAI Board conducted a special meeting to consider options for LAI WIA Operations for PY2008.

The Board discussed the options and acted on a recommendation brought by a special task force of the LAI board who met in mid-April to look at the local area fiscal situation and how to proceed with service delivery in the upcoming year.

The recommendation was to not renew contracts with service providers for PY2008, but instead to request permission from the Governor to have the LWIB act as the Program Operator and hire staff to provide those services. After considerable discussion, the Board voted to accept the recommendation.

Be aware that this action was taken solely because of funding related issues and in no way reflects negatively any provider's performance.

Action items: A modification to the current Local Area I Plan will be posted on the LAI Website: www.kansasworkforceone.org

The plan will be available for a 30 day public comment period. All comments will be submitted to the KS Dept of Commerce for review. At the end of the 30 day period, barring a negative reply from the Governor in regard to permitting the LAI Board to provide program operations, the recommended change will proceed and the changes will take effect as of July 1, 2008.

Position Descriptions and applications for positions as staff of the Board will be posted on the LAI website next week. Interested individuals are welcome and encouraged to apply.

Current LAI Board Staff will make contact with contracted service providers next week to answer any questions and discuss this further with provider entities.

Thanks, Bob

Robert Dalke
Director
LAI Workforce Investment Board
Phone: 620-792-7032
Cell: 620-617-7105

Information Technology

Information Technology at Garden City Community College exists to provide, and to support administrative and educational efforts of faculty, students, and staff.

Information Technology Staff: The IT Department really has two teams within the department: the Infrastructure team and the Datatel Team with the IT Director. Each team has three positions.

The Infrastructure team is composed of the Network Manager (currently vacant), the Software Specialist (Andrew Gough), and the Computer Technician (currently vacant). This team is responsible for all connectivity, hardware, and software on campus. The team develops the criterion for purchasing the equipment for the bidding process and helps determine which vendor to recommend to the President and Board of Trustees. Their respective responsibilities require them to maintain and upgrade both hardware and software as needed and to work with the employees on campus to keep their hardware and software functioning. Troubleshooting is a big part of this team's responsibility. There is a need to constantly monitor servers for issues, make sure updates do not adversely affect hardware or software, and be aware of what vendors of hardware and software are doing that may affect the campus.

The Network Manager is responsible for administering, maintaining, planning upgrades and performing backups on Microsoft Windows domain servers and Microsoft Exchange; installation, configuring, and maintaining local and wide area network software, hardware, and network management systems within industry specifications (includes both on and off-site network needs) to ensure the integrity and reliability of college networks; assist in the developing of the college network plan and design; a security plan, policy and procedures, budgets and grants involving the usage of the college's networks; and manage network users, DHCP, DNS, LOG files monitoring, and document storage for employees.

There are several pieces of specialized software utilized on campus for which the Software Specialist is responsible: School Maestro—the grade book and attendance software; Blackboard—the course management software; Red Canyon—the sign-in software for Super Circuit; EMS—event management (calendar) software; Kioware—the kiosk software; Reading Plus, Better Reader, and Grammar Sense—software for the reading and ESL programs; Image Now—which interfaces with Datatel to hold images that are scanned; Destiny—the library software; Cornerstone—the lab “clean” software; GFI and Exchange—spam filter and email software; Salon Iris—the cosmetology software; Nod32—our virus software; Track-IT—the work-order software; Business Objects—the Crystal report deployment software. In addition, this position is responsible for testing new software before it appears on campus.

The Computer Technician provides hardware support for all faculty and staff computer needs and users which includes computers and printers, copiers, multi-media equipment, and wireless connectivity issues. The person in this position is in constant motion and normally found out and about campus. The Computer Technician is also responsible for

the maintaining of the computer labs on campus which requires working with faculty to make sure the required software is maintained.

The Datatel Team is composed of three programmers: Brenda Barrett (also the Assistant Director of IT), Linda Hill, and Jeff Southern. These positions are responsible for the on-going support of our administrative software and hardware. There are weekly updates to all parts of the software. The hardware needs to have windows updates and required “tweaks” as necessary.

Currently, Brenda and Linda are deep in the conversion of Benefactor (Endowment information) to Colleague. Originally Datatel supported both pieces of software. With the R18 version, Benefactor is being absorbed into Colleague. So far, 6 test passes for the conversion have been completed. As soon as Endowment, Brenda, and Linda are satisfied that the pass is clean and the data will not be corrupt when brought into Colleague or the current data in Colleague will be affected, the conversion will take place. The beta conversion meetings are still taking place every other week. It is the hope of all that there is an end in sight!

In addition to the conversion, Jeff has completed the modifications for the on-line advice for payroll. This process not only included the page modifications, but the creation of a new web security class for employees which had to take place so that employees could see their on line advice. This step also was necessary so that other web items planned for the future could happen. Jeff is also writing the screens and creating the tables necessary for Assignment Contracts. Soon those people dealing with the hiring and contracting processes will be able to utilize Colleague for creating contracts and reports.

Of course updates are never-ending. Linda Hill is our designated update person for Datatel. Before the updates are installed initially, the production database is cloned so that the updates are installed in one of two test databases. At that point Datacore members test the updates to find any issues/changes in their processes. Then Linda installs the updates in the production database. Hopefully, no surprises occur at that point.

Linda and Andrew work together on Image Now issues. We are in the process of finishing the deployment of the stations and working with various offices to teach them how to utilize Image Now/Scanning with and without Datatel connectivity. The Business Office is the latest group to start using these processes.

Some of other items that have been worked on in Datatel include, WebAdvisor, Satisfactory Progress for Financial Aid, computed columns in all parts of Datatel, ACT import for Admissions, end of year financial reporting, transcript issues, and the preparation/conversion from TSQL statements to C#. In addition, a new data server was installed and the data was converted from the old to the new server.

As IT Director, Mary Wilson, is responsible for the supervision of the staff and the coordination of the installation and configuration of computers and peripherals on campus, acts as liaison to database vendor for any problems, corrections or other items related to the administrative computing system; work with the computer staff to develop policies involving the computer

system on the campus; work with internal customers to develop software implementation and training; create documentation to assist end users; assess current campus software, hardware, and policies; coordinate software releases and installation tasks; make recommendations that fit the intuitional needs, and work to deliver the appropriate solutions. In addition, the Director maintains the employee databases through hiring and separation (contact, administrative system, and network) and access security.

We have all been really busy trying to fill the two vacant positions in the department. We have held four Network manager position interviews and two for the Computer Technician.

Information Technology is responsible for several budgets—IT General Fund, Technology Fee, the Kansas Technology Grant; and until just recently the Datatel COP fund. In addition, some of the Outreach Fee is utilized by IT for outreach projects.

Typical items purchased with budgets:

Purchased 2007-2008

Tech Fee

- Computers
- Document Readers
- Monitors
- Printers
- Screens
- Servers
- Sony DVD/VHS
- Tablet
- Misc cables, drives, mice, presentation devices,

COP Monies

- Datatel Server update
- UPS for Server Room

Outreach Fee

- Computers (BSEC Lab and Staff)
- Server (BSEC)

Information Technology Account

- Battery Backups
- Computers
- GBIC
- KVM Switches
- Laptops
- Monitors
- Printer
- Projectors
- Scanners
- Servers
- Switches
- Tablets
- Misc cables, jacks, drives, cases, surge protectors, mice jet-direct boxes,

Information Technology responds to its “clients” through Track-it and the Hot Phone (for emergency calls). Track-It is the software that allows any user on campus to enter a “work-order” for Information Technology (as well as two other departments).

Below are the types in which employees may enter a track it. The various types allow the IT staff to determine to whom the work order is routed. The individual types are assigned to IT staff members. It must be mentioned that Track It totals (below) probably represent 50% (at best) of requested support tasks. In addition, there are “in office” or “on going normal” tasks that do not appear on the Track It numbers.

Work Orders from 050107 to 043008

Comp Serv-- Benefactor	35	Comp Serv--Network - Internet	21
Comp Serv-- Miscellaneous	120	Comp Serv--Network - Troublesh	4
Comp Serv--BlackBoard/Maestro	7	Comp Serv--Network - Wiring	7
Comp Serv--Cancel Work Order	2	Comp Serv--New User	2
Comp Serv--Datatel	34	Comp Serv--Password Reset	4
Comp Serv--Datatel CF	15	Comp Serv--Printer Cart--Req	182
Comp Serv--Datatel HR	4	Comp Serv--Purch Equip Request	3
Comp Serv--Datatel Student Sys	19	Comp Serv--Software - COGNOS	2
Comp Serv--Email	28	Comp Serv--Software - COM100	2
Comp Serv--Hardware - Other	62	Comp Serv--Software - Crystal	15
Comp Serv--Hardware - PC	60	Comp Serv--Software - Office	23
Comp Serv--Hardware - Printer	39	Comp Serv--Software - Other	68
Comp Serv--Jenzabar/Reports	2	Comp Serv--Software - Windows	35
Comp Serv--Jenzabar/Technical	1	Comp Serv--Upgrades	6
Comp Serv--Network	36	Comp Serv--Virus Cleanup	2
Comp Serv--Network - Hardware	2	Total	842

In addition to these work orders, IT staff members, Brenda Barrett, Linda Hill, and Mary Wilson with Deanna Mann from Institutional Research, have worked on numerous Crystal Reports for data that is accessible on campus to various departments. To date we have about 230 different reports. These reports are secured by department. Some of the reports are for a set parameter other the parameters can be changed during the running of the reports. In addition, all of the attendance reports and a few others are emailed at least once week to the coach or whoever asks for them (i.e. Dee has asked for the Maintenance reports to be emailed once a week). IT is responsible for maintaining security and granting of access to Crystal reports. Most of the reports can be ran whenever the user needs the information.

Other IT Facts

1357	Network Nodes—Active places where printers, computers, laptops, etc. can plug into the network
1025	Different devices active on the network
762	Active Directory users (people or named machines that have permission to log into the network.
567	Identified as individual machines
386	Lab machines
75	Switches
35	Individual UPS (on switches and some computers)
32	Servers
19	Identified for multi-media use
12	Kiosk
6	Video-conferencing units
5	“plugged in” ImageNow stations

MEMORANDUM
Garden City Community College
Office of the President

TO: GCCC Board of Trustees
FROM: Carol E. Ballantyne, Ph.D.
DATE: May 12, 2008
RE: Audit of Carl Perkins 2006-07

On April 23rd and 24th the technical programs underwent an **audit of the 2006-07 Carl Perkins Program Improvement grant** to determine if all programs had followed federal regulations and guidelines. Each program was required to provide extensive documentation related to access, recruitment, retention, curriculum, instruction, resources, involvement of industry partners, articulation with secondary partners, graduation/pass rates/employment rates, and qualifications of faculty. Our KBOR auditors read through the mountains of evidence and were very pleased with the fact that we have integrated Perkins mandates into all aspects of program development and implementation. They were impressed to see the amount of close contact with employers, the involvement of students in the program evaluation process, the connection with secondary schools, the training partnerships, compliance with data collection and management, etc. At one point, during the exit interview, the auditors indicated that we are a model for the state!

It was interesting to learn that these visits will be **continuous under the new Perkins legislation** (as opposed to every 3-5 years). KBOR staff will be conducting annual on-site reviews on a regular basis to monitor different aspects of program management including data, program quality processes, and financials.

Although it took a great deal of effort to gather the information for the auditors, the **instructors and staff can be proud of their success** in meeting the needs of students while managing the cumbersome regulations that structure that success.



KANSAS BOARD OF REGENTS

1000 SW JACKSON • SUITE 520 • TOPEKA, KS 66612-1368

TELEPHONE – 785-296-3421
FAX – 785-296-0983
www.kansasregents.org

May 6, 2008

Mrs. Judy Crymble
Garden City Community College
801 Campus Drive
Garden City, KS 67846-6399

Dear Mrs. Crymble:

Enclosed please find the results of your Carl D. Perkins On-Site Monitoring visit. During the Perkins compliance review process, my staff confirmed many positive areas of institutional performance and effectiveness. The review process also identified one institutional noncompliance issue. All other institutional compliance issues reflect effective support of Perkins programs.

The noncompliance issue concerns the proper expenditure of Perkins funds:

- Perkins funds were spent across fiscal years. FY 2007 dollars cannot be spent for activities occurring after June 30, 2007. The following information was found:

PO Number	Date	To	Amount	Date of Activity
PO 019697	02/01/07	Ryan Ruda for airline tickets for NCDA Conference	\$369.80	07/05/07 through 07/08/07
Amount to be returned			\$369.80	

Please review:

Education Department General Administration Regulations 34 CFR 74.28 and 34 CFR 76.707

- Total amount to be returned \$369.80

Please respond in writing by June 1, 2008 to the fiscal matter if you disagree. If you are in agreement these funds should be returned, please submit payment by June 30, 2008.

Again, thank you for your efforts in making all of your staff and resources available to my staff during the review process. If you have any questions or concerns, please do not hesitate to contact me at (785) 296-4921 or rjohnson@ksbor.org

Sincerely,

Rita A. Johnson
Senior Associate Director of Technical Education

cc: Dr. Carol Ballantyne
Don Richards
Susan Peck
Elaine Hillis

**SUMMARY OF PERKINS III ON-SITE MONITORING FY 2008
GARDEN CITY COMMUNITY COLLEGE – April 23 & 24, 2008**

A Perkins III on-site monitoring was conducted at your educational institution. The results of your Perkins III Monitoring are summarized as follows:

Item #	Item	Status of Documentation
1A.	Measures of Academic Attainment	Acceptable
1B.	Occupational/Vocational Skills Attainment	Acceptable
2.	Completion of Secondary School	N/A
3.	Completion of Postsecondary Programs	Acceptable
4.	Completion of Postsecondary Programs: Placement Rate	Acceptable
5.	Progress in Non-Traditional Programs: Enrollment	Acceptable
6.	Promotion of Non-Traditional Training and Employment	Acceptable
7.	Improvement of Academic and Technical Skills	Acceptable
8.	Rigorous Levels of Academic Standards	Acceptable
9.	Experience in All Aspects of An Industry	Acceptable
10.	Broad-Based Input	Acceptable
11.	Program Evaluation and Continuous Improvement	Acceptable
12.	Program Size	Acceptable
12.	Program Scope	Acceptable
12.	Program Quality	Acceptable
13.	Access to Special Populations	Acceptable
14.	Assistance to Special Populations	Acceptable
15.	Strategies to Prevent Discrimination against Special Populations	Acceptable
16.	Professional Personnel Development	Acceptable
17.	Use of Technology	Acceptable
18.	Internships and Mentoring for Students	Acceptable
19.	Internship Programs for Personnel	Acceptable
20.	Articulation Agreements	Acceptable

Item #	Item	Status of Documentation
21.	Counseling Services	Acceptable
22.	Progress Reports	Acceptable
23-A.	Record Maintenance for Purchase of Equipment	Acceptable
23-B.	Reporting Purchase of Equipment on Required Reports	Acceptable
23-C.	Use of Equipment for Its Intended Purpose	Acceptable
23-D.	Use of Equipment to Provide Services for A Fee	Acceptable
23-E.	State-Issued Equipment Tags	Acceptable
24-A.	Expenditure of Perkins Funds	Noncompliant*
24-B.	Accounting Records	Acceptable
24-C.	Vocational Account	Acceptable
24-D.	Non-Supplanting of Perkins III Funds	Acceptable
25.	Time Distribution Sheets	Acceptable

DOCUMENTATION TO BE SUBMITTED TO KBOR: None

*** Expenditure of Perkins Funds:**

- Perkins funds were spent across fiscal years. FY 2007 dollars cannot be spent for activities occurring after June 30, 2007. The following information was found:

PO Number	Date	To	Amount	Date of Activity
PO 019697	02/01/07	Ryan Ruda for airline tickets for NCDA Conference	\$369.80	07/05/07 through 07/08/07
Amount to be returned			\$369.80	

Please review:

Education Department General Administration Regulations 34 CFR 74.28 and 34 CFR 76.707

HIGHLIGHTS, CONCERNS, AND RECOMMENDATIONS:

Institution Name: Garden City Community College

HIGHLIGHTS

- Analysis of program graduates' WorkKeys scores indicates that students continue to perform at or above identified standards in Reading for Information, Applied Mathematics, and Locating Information.
- WIDS software was used to support the Nursing department in their work on curriculum revision and to support the KBOR Core Curriculum project for PN programs. Office Technology and Fire Science programs collaborated on the development of a program state core curriculum.
- Added on-line courses for Nursing Dosage Calculations, LPN Bridge course and Fire Fighter II.
- MOUs were renewed among the four community colleges in western Kansas to support distance learning for students enrolled in Paramedic and Respiratory Therapy programs.
- Initiated Automotive Technology Skills USA student organization and continued to engage students in TEL, Block and Bridle, ASN, SIFE, BPA)

- Articulation agreements were initiated in Agriculture, Animal Meat Science, Welding, Office Technology, Marketing Management, and Criminal Justice.
- All CTE programs have been approved by KDOC for access by One Stop customers.
- BSNT and Industrial Maintenance Technology programs have articulated with KSU-Salina to create seamless transition into B.S. engineering degree programs.
- The Paramedic and Automotive programs successfully achieved accreditation by CoAEMSP and NATEF respectively.
- Students who are required to pass industry-based licensure or certification achieved a high pass rate: 90% on all Fire certification tests, 100% for Certified Medical Aide and Home Health Aide, 100% for Associate Degree Nursing and 100% pass rate for Practical Nursing.
- All program instructors have maintained their required industry-based certifications.
- Initiated new Animal Meat Science partnership with Beef Products Inc. to provide paid quality assurance internships.
- Equipment and software upgrades have been implemented in several programs to ensure that students are gaining cutting edge skills.
- Industry partners continue to support all programs through participation in program advisory committees.
- Accommodations were made for students with special learning needs.
- GCCC Program Review, advisory committees, and the GCCC Strategic Planning process support on-going program evaluation.

CONCERNS

- Although we recognize that KBOR is working to standardize the data collection process, the transition is perceived as being confusing with faculty and support personnel required to redo their work as the definitions change.
- The transition to a new data collection process did not give colleges enough time to change their data collection and information management processes to align with the required format. Although there was a KBOR IR advisory committee providing input, that information did not get to the field in a timely manner so that we could be more proactive.
- GCCC is concerned that we will not receive credit for students who successfully complete coursework that leads to certification or degree programs. Short-term training (e.g. Fire Fighter I and II, Certified Nurse Aide, Cisco, etc.) and technical students who earn an Associate of Science degree (e.g. Nursing, Criminal Justice, Agriculture, Animal Meat Science, etc.) will not be counted in the institution's Pell count which in turn will negatively impact Perkins funding. In addition, not counting these students as CTE program graduates will negatively impact the perception that GCCC programs are successfully graduating students who have the knowledge and skills to enter the workforce.
- Recruiting and retaining non-traditional students is very difficult.

RECOMMENDATIONS

- KBOR, KDOL, KDOC, and industry partners will need to support those of us in field in our efforts to recruit non-traditional students. These agencies and partners need to fund the development and implementation of strategies that result in a statewide campaign (media campaign) to increase non-traditional enrollment and completion of CTE programs.
- Continue to streamline data collection. However, communication with the field should happen earlier in the academic year. The June IR conference to tell us what will be collected and how it will be collected causes great frustration. Colleges have collected data during the year based on precedence. New definitions and changes that are announced in June come when faculty are on summer break and not available to support the new data identification/management process. This information needs to come during the February Connecting Ed conference and Perkins meetings that faculty and administrative leaders must attend.
- Programs have undergone accreditation by national agencies which provide very explicit directions that allow them to successfully compile the required documentation. The 4 page monitoring report list is overwhelming to instructors. The process needs to be streamlined and made more "user friendly".
- Core curriculum projects have supported collegial sharing among institutions and their program instructors. This model should be used to support a variety of workshops and seminars that help programs identify best practices strategies related to recruitment, instruction, curriculum, data collection, etc.



The Economics of Immigration

Report to Board of Trustees May 14, 2008

Garden City Community College and the Business & Information Systems Division hosted a very successful, second Bi-ennial economic symposium, The Economics of Immigration April 11 & 12 on the GCCC campus. The topic this year was particularly relevant considering the ethnic make-up of Garden City, the significant rise in the immigrant population in Kansas and the current political debate. Feedback from all involved; the students, faculty, and business leaders in attendance felt that not only was this worth while & valuable event, but that the symposium succeeded in presenting the economic impact and aspects of immigration without degenerating into a political debate.

Once again, the weekend symposium represented a significant accomplishment! Students, faculty and community leaders all expressed how important it is to continue offering the event! In attendance were students and faculty from 8 different community colleges from the states of Kansas & Colorado as well as over a dozen local business and community leaders despite the community lobby meetings being held with legislators in Washington D.C. the same weekend. The symposium would not have been possible were it not for the teamwork and support from everyone on campus! Anyone present Saturday afternoon who had an opportunity to watch students practice their "craft" during the round tables realized how proud we are not only of our own GCCC students, but all of the visiting students as well. For no other reason than this, the quality of the student presentations was proof of the event's value and achievements.

In addition to the benefits GCCC & visiting students received by being able to apply their knowledge of class-room economics to their own local situation, the event dove-tailed nicely with GCCC's mission within the Garden City community. As an added benefit, GCCC received very nice local publicity including an editorial appearing in the April 10th edition of the Garden City Telegram and local TV coverage by KSN news.

GCCC is currently planning on hosting this event again in the spring of 2010, two years from now. Planning will begin in earnest next spring for this event. Coffeyville Community College, with the support of their Academic Dean, is already pursuing the possibility of hosting an economic symposium for 2009.

Chip Marcy

*Instructor of Economics & Event Organizer
May 14, 2008*

College Plan
2008-09

GCCC Strategic Priority		Goal/Outcome (Not Operational)		Measurable Objective	Tasks/Activities	Anticipated Completion Date
Helping Students Learn	1	Increase enrollment by 6%	1.1	Develop marketing strategies that keep up with technology, address career opportunities and promote the value of higher education.	Identify best communications method for potential students.	Spring 09
					Revise procedures for enrollment- advising- registration -payment with availability on the WEB	Spring 09
					Hold listening sessions with 3 communities annually	Spring 09
					Promote long range plan to the community	Fall 08
					Promote and market the value of importance of trade and technical careers to young people and their parents	Spring 09
					Increase website-based marketing	
			1.2	Develop focused recruitment and retention plans based on data.	Ensure current levels of financial aid access and student services needed for student success	Fall 08
					Implement student support systems model to connect with students and retain 3% more than 2007-08	Spring 09
					Train faculty and staff regarding recruitment strategies plan to include scholarship information	Spring 09
					Train faculty and staff regarding the retention strategies plan to include mentors, adjunct faculty training	Fall 08
					Transition 2% of ABE/ESL students to GCCC	Spring 09

College Plan
2008-09

GCCC Strategic Priority		Goal/Outcome (Not Operational)		Measurable Objective	Tasks/Activities	Anticipated Completion Date
					Recruit 1% more ADA students and ensure smooth transition to GCCC	Fall 08
					Increase number of assessment tests available and number of students taking the tests by 3%	Fall 08
					Have WEB advisor with all programs available to internal campus, test WEB registration	
					Assign recruitment territories for employee visits to h.s. events etc. and develop a plan	Fall 08
					Develop programs to meet industry and work ready certificates	
					Finalize professional courses articulation with KSU	Fall 08
					Establish agreement with 3 high schools to articulate courses.	Fall 08
					Develop and strengthen opportunities to attract students and parents to campus	Fall 08
					Provide required accommodations for ADA students	Fall 08
					Enhance campus activities by offering 2 more each semester and completing Phase II of the Tangeman field plan.	Fall 08 Spring 09
					Develop WEB design training for all. All departments will be on the Web site and 12% of the faculty	Fall 08
					Connect wireless in BTSC, portico and provide internet access to Fire Training Center and research a fast access to internet solution for the residential life area.	Summer 08

College Plan
2008-09

GCCC Strategic Priority		Goal/Outcome (Not Operational)		Measurable Objective	Tasks/Activities	Anticipated Completion Date
					Provide licensing and software to enhance student learning and advising opportunities	Fall 08
			1.3	Create a customer service model that includes all campus services and personnel and entices students to attend GCCC	Create an efficient learning environment that is clean, technologically enhanced and user friendly	Fall 08
					Maintain accreditation and transfer capabilities	Summer 08
					Enhance services on WEB for student ease in registration and payment	Fall 08 Spring 09
					Develop custodial plan for cleaning buildings efficiently	Spring 09
					Revitalize child care equipment	Fall 08
					Provide employee development program that includes technology enhancements, applications, campus sensitivity as well as job specific	Spring 09
Leading & Communicating	2	Increase employee retention by 3%			Train new campus personnel in major Datatel areas	Fall 08
					At least 2 people will be trained to operate the Trane HVAC system	Spring 09
					Increase usage in the TLC by 10%	Spring 09

GCCC Strategic Priority		Goal/Outcome (Not Operational)		Measurable Objective	Tasks/Activities	Anticipated Completion Date
					Provide one session at each inservice relating to sensitivity issues.	Spring 09
					Evaluate processes for hiring and employment practices, disseminate and put forms on the WEB.	Fall 08
Planning Continuous Improvement	3	Streamline GCCC policies and procedures to encourage student and employee retention and input	3.1	Ensure that policies and processes are user friendly and efficient	Review budget processes, put access and directions on the WEB, train users to access	Spring 09
					Streamline processes including those that assist with enrollment management, grants management and information access for employees	Spring 09 Summer 08 Fall 09
					Develop a procedure for writing grants and financially managing them.	Summer 08
					Develop a plan for deferred Maintenance and service contracts	Spring 09
					Develop an IT schedule for funding and replacing computer equipment and accessories	Fall 08
			3.2	Enhance safety and security measures for students and staff	Finalize crisis response plan and disseminate on campus with appropriate informational maps and evacuation plans posted in all buildings.	Fall 08

College Plan
2008-09

GCCC Strategic Priority		Goal/Outcome (Not Operational)		Measurable Objective	Tasks/Activities	Anticipated Completion Date
					Evaluate and revise as appropriate vehicle plan to ensure safety of students and staff when traveling.	Fall 08
					Develop and implement emergency communications to include email, text, radios and phones	Fall 08
					Analyze ammonia, Fire Science, Automotive, Art programs for safety of equipment and replace faulty areas	Fall 08
					Develop a plan for protection of college network and data	Fall 08
					Develop plan for ADA compliance of all buildings to include restrooms and doors	Spring 09
					Finalize room number signage plan and put a plan together to ensure that we put up the appropriate signage. Further develop external campus signage plan	Summer 08 Fall 08 Spring 09
					Plan and implement the addition of a chiller and boiler to ensure heating and cooling adequacy in all buildings.	Fall 08 Fall 10
					Update cafeteria kitchen and serving line for safety of students and employees	Summer 08

College Plan
2008-09

GCCC Strategic Priority		Goal/Outcome (Not Operational)		Measurable Objective	Tasks/Activities	Anticipated Completion Date
			3.3	Provide technological enhancements for students and staff	Develop a plan for distance learning services other than EDUKAN	Spring 09
					Provide access to kiosks in all buildings for students	Fall 08
					Provide smart classrooms in all classroom buildings and develop maintenance plan	Spring 09
					Develop plan for bandwidth that will allow fast internet service to all areas of the campus	Spring 09
					Develop outreach access to Assessment testing mobile lab	Fall 08
					Develop a plan for 21st Century Industry Technology in all programs on campus	Spring 09
					Allow employee access to "my documents" off site	Fall 10

Service Area:			Fall 2010	
		Projections and Future Initiatives		
GCCC Strategic Priority		Goal/Outcome (Not Operational)	Antic. Compl. Date	
		Academic Programs		
		Construction trades; credit and Continuing Education		
		Allied Health Programs		
		Develop partnerships that support "grow your own" programs		
		Interpreter		
		Short Term certificate programs		
		Golf		
		Tennis		
		WEB		
		Post Work Study Jobs on website	2010	
		Produce virtual campus tour for all media applications		
		Devote one staff member full time to website and one to graphic design	2010 +	
		Final implementation of Web Registration - both on and off-site	Aug 2009	
		Import course descriptions in Datatel and WebAdvisor	Aug 2009	
		Investigate and test ePayments for accounts payable and student refunds		
		Marketing the "plugged in" generation		
		Analyse current processes for efficiency		
		Processes		
		Investigate an means to provide tuition free courses to Finney County residents		
		Create ongoing assessment of community and service area needs.	2010 +	
		Design new campus visit guide	Sum 2010	
		Revamp New Student Orientation	Aug 2009	
		Complete 2010 U.S. Census campus requirements	2010	
		Add automated messaging option to Records Office phone lines	Dec 2009	
		Investigate shrink-wrap packaging for copy work and office supply orders	2010	
		Investigate use of automated telephone switchboard	2011	
		Biometric Time and Attendance	2011	
		Continue installation of Wireless solution	2010	
		Review Xerox contract	2008	
		Continue room numbering and room signs	2008	

	Construction/Renovation		
	Meet ADA requirements in all campus restrooms	2010 +	
	Install projection screen in DPAC - main gym	Aug 2009	
	Address ADA accessibility in DPAC and Williams Stadium	Aug 2009	
	Install humidity control in print shop	2009	
	Landscaping at the fire tower	2009	
	New submersible water well pump (north well)	2012	
	New irrigation system at Williams Stadium	2011	
	Upgrade pneumatic controls to DDC at Annex for comfort and savings	2010	
	Continuous tuck pointing on identified buildings for preservation	2009	
	Street and parking lot holes & cracks repairs for preservation	2010	
	Install vestibules at ACAD for energy savings		
	Upgrade campus fire alarm system	2010	
	Key/Lock Upgrade for exterior and interior doors	2010	
	Upgraded building entrances	2010	
	Connect Annex HVAC controls to DDC		
	Residential Life Complex		
	Install additional lighting outside East Units	Aug 2010	
	Purchase and Install key card lock systems	Aug 2010	
	Remodel kitchen in supervisor's West Hall apartment	Aug 2010	
	Upgrade fire alarm system in West Hall	Aug 2010	
	Domestic Water Supply in Dorms	2009	
	Hot cold water loop	2011	
	Renovate Cafeteria Dishwashing Area	2010	
	Install Islands in BTSC parking lot		
	Expand camera coverage in East Units, Apartments, BTSC, parking lot	2011	
	Steel frame doors in Apartments with deadbolts	2011	
	Handrails in West Dorm	2011	
	new windows for apartments	2011	
	Dennis Perryman Athletic Complex		
	Expand the weight room		
	Expand Super Circuit		

	add a therapy pool		
	indoor walking trail		
	Football expansion into the current weight room		
	Classroom out of the current Super Circuit.		
	Separate parking lot.		
	Expand and update Athletic Training rooms		
	Penka Building		
	Expansion of the Nursing and Allied Health Program Title V to build the addition	Fall 08	
	Upgrade the lab Corley Trust	Fall 08	
	Expand Cosmetology classroom, display, supplies and office	Summer 10	
	Science and Math Building		
	Remodeling 6 labs.	Summers 09,10	
	Remodel hallways – ceilings, floors, lights, classroom	Summers 09,10	
	Remodel and update lecture hall and the tiered classrooms	Summer 10	
	Replace the old seating with tables and chairs.	Summer 10	
	John Deere Ag Tech		
	John Deere loaned machinery from put under a roof		
	Another classroom		
	Dry storage of transmissions, engines, and other material		
	Public Safety/ Criminal Justice/Fire Science/ EMT/ Paramedic		
	Larger lab for the simulators		
	Forensics lab		
	Courtroom		
	Meats/Rodeo/Agriculture		
	Agriculture lab and rodeo facility		
	meats lab,		
	2 classrooms,		
	restrooms,		
	barn,		
	outdoor and indoor arena,		

		pens for rodeo stock and judging stock,		
		kill room,		
		scientific lab as well as meat cutting lab		
		acreage for crops and irrigation		
		Automotive		
		computer classroom		
		classroom		
		dry storage for mock ups		
		Pauline Joyce Fine Arts Building		
		100 more seats in the Auditotum		
		Expand scene shop, dressing rooms, green room, prop storage and costume shop.		
		Studio for Art		
		Drying space for Art		
		Outdoor sculpture area		
		Another instrumental music room		
		Another vocal room		
		Another band room,		
		Music library,		
		Instrument storage		
		Piano lab		
		Art gallery off the lobby		
		Studio/offices and practice rooms		
		4 classrooms		
		Classrooms and Storage		
		6 more regular smart classrooms that will hold 35 people.		
		Tangeman Fields		
		Add dugouts	one field completed	
		Put lights up on at least 2 fields,		
		Add 1 more scoring building;	HS field in process	
		Add batting cages,	2009	

	Add restrooms near the gazebo for football,		
	Fence the soccer area,	2013	
	Re-asphalt the track,	2012	
	Oil the parking lot on the west side,		
	Plant grass on the west side of the track	2013	
	Add more storage.		
	Thin out evergreens	2009	
	Library		
	Update the interior walls and ceilings in the lobby of the library.		
	Update lights and flooring study rooms need.		
	Academic Building - Finnup Lab		
	Move Finnup lab needs the old Financial Aid area		
	Move senior lab to old Financial Aid area		
	Create open lab that students and community could access from 7am – 10 pm		
	Cox Media Lab		
	Move interior wall	Summer 08	
	Dark room retrofitted for the broadcasting students use.	Summer 08	
	Faculty Offices		
	Remodel faculty offices using modular furniture in Vocational, Fine Arts, Penka, DPAC, Library.		
	Adjunct teachers to use for office space, use of telephone and computers in every building		
	University Classrooms		
	3-4 dedicated classrooms for ITV, Polycom and other 4 year programs to run classes		
	office set ups for the adjunct professors and the college reps to use.		



ACCT

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39th Annual Leadership Congress

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Wednesday, October 29 – Saturday, November 1, 2008

New York Marriott Marquis Times Square

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Community Colleges have made the American dream a reality for millions through innovative approaches to higher education and career preparation. The promise of community colleges is to ensure that every American could avail themselves of a higher education opportunity within reasonable commuting distance from his or her home. The commitment to provide access and address the educational and workforce needs of communities is more relevant than ever before. Education has been and will continue to provide the foundation in seeking solutions for our collective future in an increasingly competitive global economy.

CONGRESS REGISTRATION AND HOTEL RESERVATIONS OPEN: **MARCH 31, 2008**

ANNUAL AND REGIONAL AWARDS NOMINATIONS DEADLINE: **JULY 11, 2008**



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Draft Schedule-at- a-Glance

Tuesday, October, 28

8 a.m. – 8 p.m.
Leadership Academy **

Wednesday, October 29

7:30 a.m. – 5 p.m.
Registration

8 a.m. -12 noon
Tour Desk

8 a.m. – 8 p.m.
Leadership Academy **

Pre-Congress Academies: **

10 a.m. – 4 p.m.
Governance Leadership Institute

1 p.m. – 5 p.m.
Presidential Contracts & Conducting the Presidential Evaluation

1:30 p.m. – 4 p.m.
Policy Governance™, Traditional Models & Adaptations

Thursday, October 30

7 a.m. – 5 p.m.
Registration

8 a.m. – 10 a.m.
Opening General Session Breakfast *

10:15 a.m. – 11:30 a.m.
Concurrent Sessions

11:45 a.m. – 1:30 p.m.
General Session Luncheon *

1:45 p.m. – 4:30 p.m.
Concurrent Sessions

3:30 p.m. – 5 p.m.
Regional Meetings and Caucuses

4 p.m. – 5:30 p.m.
ACCT Town Hall Meeting

5:30 p.m. – 7 p.m.
Welcome Reception

Friday, October 31

8 a.m. – 4 p.m.
Registration

8 a.m. -12 noon
Tour Desk

8 a.m. – 11:30 a.m.
Concurrent Sessions

8:30 a.m. – 10:30 a.m.
Senate Meeting

12 p.m. – 2 p.m.
General Session Luncheon *

2:15 p.m. – 4:30 p.m.
Concurrent Sessions

3:30 p.m. – 4:30 p.m.
Roundtable Discussions

7 p.m. – 10 p.m.
Annual Awards Gala *

Saturday, November 1

8:30 a.m. – 10:00 a.m.
Roundtable Discussions

9:00 a.m. – 10:00 a.m.
Focus Group Discussion

10:15 a.m. – 12:15 p.m.
Closing General Session Brunch *

* Tickets Required

** Special Registration Required
Meeting and session times are subject to change.

ACCT Leadership Congress 2008 — Registration



REGISTRATION IS EASY!!!

- **Mail:** Registration form must be accompanied by check payable to "Association of Community College Trustees" (Not ACCT) or credit card information and mailed to: **Association of Community College Trustees, P.O. Box 714002, Columbus, OH 43271-4002.**
- **Fax:** Fax registrations to 330-963-0319. (will only be accepted with credit card information/signature)
- **On-line:** www.acct.org (Credit Card Transactions only)
- **Questions:** Call: 330-425-9330 or Email: acct@experient-inc.com

CANCELLATIONS: Must be in writing and submitted via fax to 330-963-0319 or emailed to acct@experient-inc.com. Refunds (less \$200 processing fee) will be issued for cancellations received by October 9, 2008. ***No refunds will be issued after that date.**

ATTENDEE INFORMATION: (please print clearly)

Last Name: _____

First Name: _____

Nickname for Badge: _____

Title: ☐ Trustee ☐ Board Chair ☐ College President

☐ Professional Board Staff: (title) _____

☐ Other: (please list) _____

College/Organization: _____

Address: _____

City/State/Zip: _____

Attendees E-mail: _____

Phone: _____

Fax for confirmation: _____

E-mail for confirmation: _____

Name of Guest Attending: _____

☐ Is this your first ACCT Congress? If so, please check here.

SPECIAL REQUESTS:

☐ Check here if you have physical or dietary needs and attach an explanation. ACCT will contact you.

HOTEL/HOUSING: ACCT is coordinating all hotel reservations. Your hotel reservation will not be processed unless accompanied by your Congress Registration. Please check one of the following:

- ☐ My housing form is attached
- ☐ I am a local resident and will not require housing
- ☐ I am sharing a room

COLLEGE TOURS: (No Charge. Please indicate 1st and 2nd choice.)

- | | | |
|--|------------------------------|------------------------------|
| Bronx Community College | <input type="checkbox"/> 1st | <input type="checkbox"/> 2nd |
| Borough of Manhattan Community College | <input type="checkbox"/> 1st | <input type="checkbox"/> 2nd |
| Queensborough Community College | <input type="checkbox"/> 1st | <input type="checkbox"/> 2nd |
| Hostco Community College | <input type="checkbox"/> 1st | <input type="checkbox"/> 2nd |

ACCT MEMBER REGISTRATION PACKAGE:

(Includes Thursday Breakfast, Thursday & Friday Luncheons, Friday Annual Awards Gala, and Saturday Brunch.) Please order tickets for guests below. Choose: (Check one.)

- ☐ Received by September 18: **\$950** \$ _____
- ☐ Received After September 18: **\$1150** \$ _____

ACCT MEMBER REGISTRATION:

(Meals not included.)

- ☐ Received by September 18: **\$525** \$ _____
- ☐ Received After September 18: **\$725** \$ _____

☐ ACCT LEADERSHIP ACADEMY: \$525

Participants of the ACCT Leadership Academy are also required to register for the Annual Congress

☐ ACCT Pre-Congress Chair's Institute: **\$175** \$ _____

ACCT Pre-Congress Academies: \$125 (each)

- ☐ Effective Board Governance \$ _____
- ☐ Presidential Contracts/Presidential Evaluation \$ _____

☐ If your College Board or Organization does not belong to ACCT, add \$200

(Join by November 1, 2008 and this additional fee will be credited towards membership)

REGISTRATION TOTAL \$ _____

ADDITIONAL TICKETS: Do not order tickets for Thursday Breakfast, Thursday, Friday, and Saturday Luncheons or the Friday Annual Awards Gala for person ordering package. You must pay a registration fee to be eligible to purchase individual tickets for you or your guests. Tickets may not be available on site.

FUNCTION	NO. OF TICKETS	TOTAL
General Session Breakfast (Thursday)	_____ @ \$60	\$ _____
General Session Luncheon (Thursday)	_____ @ \$80	\$ _____
General Session Luncheon (Friday)	_____ @ \$80	\$ _____
Annual Awards Gala (Friday)	_____ @ \$125	\$ _____
General Session Brunch (Saturday)	_____ @ \$80	\$ _____

TICKET TOTAL _____ \$ _____

GRAND TOTAL \$ _____

PAYMENT: (check one)

- ☐ Check (enclosed) ☐ MasterCard ☐ Visa
- (NOTE: American Express not accepted)

Credit Card Number: _____

Expiration Date: (Month/Year) _____

CVV2/CVC2/CID Code: _____

Name on card: (Please print) _____

Signature: _____

(I agree to pay the total amount according to the card-issuer agreement)

ACCT Leadership Congress 2008 — Hotel Registration



ACCT HOUSING PROCEDURES:

Please read carefully. Deadline for making hotel reservations is Friday, September 26, 2008.

ACCT is coordinating all hotel reservations. Your hotel reservation will not be processed unless accompanied by your Congress Registration. Hotels will not honor direct requests. Reservation requests must be submitted to ACCT's Registration and Housing and are filled on a first-come, first-served basis. Rooms and special group rates may not be available after the deadline.

- **INTERNET:** Visit ACCT's web site at www.acct.org
- **PHONE:** Call the ACCT Registration and Housing at (330) 425-9330
- **FAX:** Fax form to ACCT Registration and Housing (330) 963-0319 (Will only be accepted with credit card information/signature)
- **MAIL:** Mail to Association of Community College Trustees, P.O. Box 714002 Columbus, OH 43271-4002. Only fully completed forms accompanied by your Congress Registration will be accepted at the ACCT Registration and Housing.

Hotel room rate is subject to applicable state and local taxes (currently 8.375% New York State, 5% New York City), plus \$3.50 occupancy per room per night. To take advantage of the special rates, please book your reservation by Friday, September 26, 2008. Special requests cannot be guaranteed, however hotel will do their best to honor all requests. Hotel will assign specific room types upon check-in, based on availability.

CHANGES/CANCELLATIONS

Reservations may be changed or cancelled through the ACCT Registration and Housing until September 26. For cancellations after September 26, please contact the hotel directly.

ACKNOWLEDGEMENTS

ACCT Registration and Housing will send you an acknowledgement of your reservation. Please review all information for accuracy. If you do not receive your acknowledgement within 10 to 14 days or have questions regarding your reservation, please contact the ACCT Registration and Housing by phone (330) 425-9330 or by email acct@experient-inc.com. You will not receive a confirmation from the hotel.

PAYMENT/DEPOSITS

All reservation requests will require a credit card guarantee or a 1 night's deposit at time of booking. Personal checks, money orders or a valid major credit card will be needed for the deposit. Deposits will be refunded for rooms cancelled within 72 hours prior to arrival. Name changes to room reservations may be made up to 3 days prior to arrival at no charge.

CHECK PAYMENT

If you need to pay your hotel deposit by check, make check payable to New York Marriott Marquis, and mail it with a copy of your housing acknowledgement directly to the hotel after September 26. New York Marriott Marquis, 1535 Broadway, New York, NY, 10036. All checks must be received at least two weeks prior to your arrival to secure your reservation.

CREDIT CARD PAYMENT (PREFERRED METHOD):

(Please check one.)

- ☐ American Express ☐ Diners Club ☐ MasterCard
☐ Visa ☐ Discover

Credit Card Number: _____

Expiration Date: (Month/Year) _____

CW2/CVC2/CID Code: _____

Name on card: (Please print) _____

Signature: _____

ROOM PREFERENCE (RATES):

Special Requests are subject to availability and cannot be guaranteed prior to arrival. Check appropriate boxes:

- ☐ Standard Single (\$255.00)
☐ Corner King (\$297.00)
☐ Times Square View (\$297.00)
(\$20.00 for each additional person)

GUEST INFORMATION:

First Name: _____

Last Name: _____

College/Organization: _____

Address: _____

City, State, Zip: _____

Daytime phone: _____

Fax: _____

E-mail: _____

Sharing Room with: _____

Arrival: (Check in 4:00 p.m.) _____

Departure: (Check out 11:00 a.m.) _____

- ☐ If you are a person with a disability and require any auxiliary aids, services, or other accommodations, check here and describe your accommodation needs:
