

**December 3, 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 on **Wednesday, December 10, 2008**. **The meeting will be held in the Endowment Room, Beth Tedrow Student Center**, community college campus.

***5:15 p.m.***

***Go through the regular cafeteria line for dinner***

***5:30 p.m - 6:00 p.m.***

***Retirement Reception honoring Darla Daniels in the Portico***

***6:00 p.m.***

***Regular meeting in the Endowment Room***

### **THE AGENDA**

#### **CALL TO ORDER**

- A. Comments from the Chair
- B. Open comments from public
- C. Report from Student Government Association
- D. Report from Charles Claar, Lewis, Hooper & Dick, re: 2007-08 audit

#### **CONSENT AGENDA**

- A. Approval of minutes of previous meeting (November 12)
- B. Submit financial information to the auditor
  - o B1 Financial information—Revenues
  - o B2 Financial information—Expenses
  - o B3 Financial information—Cash in Bank
- C. Approval of personnel actions
- D. Acceptance of 2007-08 audit
- E. Approval of amended 2006-2009 negotiated agreement
- F. Approval of High Southwest Plains Network (HSPN) contract (2009-1014)
- G. Approval of MOU with Finney County, re: purchase of radio communications system
- H. Approval of media lab, if bids exceed \$20,000

#### **POLICY REVIEW**

- A. Monitoring Reports and ENDS
  - o A1 Monitoring Report—Monthly
  - o A2 Monitoring Report—Semi-Annual

## **POLICY REVIEW** (continued)

### **B. Ownership Linkage**

- B1 Letter from a student in woodworking class
- B2 Email from Regent Janie Perkins

### **C. Board Process and Policy Governance Review**

Discuss date for Board Retreat: January 17 or 24?

## **REPORTS**

### **A. President Carol Ballantyne**

- A1 Incidental Information
- A2 Athletic Report—Fall Sports
- A3 Finalized Mill Levy (2008 Abstract)
- A4 Draft copy of AQIP Quality Program Summary
- A5 Comparison of tuition and fees between GCCC and Regents
- A6 GEMS Career Fair (Guys and Girls in Engineering Math and Science)
- A7 Life During College—Your Guide to Success (book from SSS)
- A8 Spring 2009 Inservice (January 12)

### **B. Recap of KACCT/COP meeting held at Cloud County Dec. 7-8**

### **C. Report from Finney County Economic Development Corp.**

## **Upcoming calendar dates:**

<u>Dec. 11:</u>	Annual Christmas Open House at Carol's home; come-and-go 4:30-8:30 p.m.
<u>Jan. 12:</u>	Spring Semester Inservice
<u>Jan. 14:</u>	Regular monthly meeting—dinner at 5:30 p.m.; call to order at 5:45 p.m.
<u>Jan. 17 or 24?</u>	Board Retreat
<u>Feb. 5:</u>	Legislative Dinner in Topeka (sponsored by Finney County)
<u>Feb. 9-11:</u>	ACCT Legislative Summit in Washington, DC - WHO PLANS TO GO?
<u>Feb. 11-12:</u>	KBOR meetings in Topeka and KACCT/PTK/COP Celebration
<u>Feb. 17 or 23 ?</u>	Need to change date of regular meeting in February because of scheduling conflicts; or we could combine the February agenda with the March agenda
<u>Feb. 18-20:</u>	AQIP Quality Check-Up
<u>March 11:</u>	Regular monthly meeting—dinner at 5:30 p.m.; call to order at 5:45 p.m.

### **Executive Session**

#### **Adjournment**

Sincerely,

Ron Schwartz, 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, Work Force Development*

# MEETING OF TRUSTEES OF THE GARDEN CITY COMMUNITY COLLEGE

**November 12, 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  
Judy Crymble, Dean of Technical Education  
Cathy McKinley, Dean of Continuing Education and Community Services  
Cricket Turley, Director of Human Resources  
Steve Quakenbush, Director of Information Services & Publications  
Scott Smythe, Director of Information Technology  
Marsha Elyn Wright, Faculty Senate  
James McAllister, College Instructor  
Emily Behlmann, *Garden City Telegram*

5:30 p.m.: Trustees went through the cafeteria line for dinner

5:45 p.m.: Regular meeting in the Endowment Room

**COMMENTS FROM THE CHAIR.** Chair Schwartz called the regular session to order at 5:45 p.m. and made the following comments:

- Welcomed everyone to the meeting.
- Congratulated USD #457 on the successful bond issue to build a new high school!
- Congratulated Director Ryan Peterson, the cast, and the stage crew for a tremendous production of *Beauty and the Beast*!
- Congratulated the Meats Judging team, the Criminal Justice team, and the Football team for successful seasons!
- Congratulated the Academic Excellence Challenge Team for finishing in top places at recent tournaments and wished them a successful day tomorrow as they hosted a quiz bowl tournament for the local fifth graders.
- Extended best wishes to the Men and Women Basketball Teams as they participated in the Pepsi Classic this weekend!

- Congratulated Coach Steve Gorton and the Men's Soccer Team for winning the Region VI Tournament and the Great Plains District Tournament! Extended best wishes as they head to the National Tournament next week in Phoenix!
- Extended best wishes to everyone involved with the annual Exploration Day scheduled for November 19<sup>th</sup>; 500+ juniors and seniors were expected on campus to see what kind of education and training it would take to get into the career field of their choice.

**OPEN COMMENTS FROM PUBLIC.** Chair Schwartz noted that no one had registered to make comments.

### **REPORT FROM STUDENT GOVERNMENT ASSOCIATION**

SGA students had scheduling conflicts this evening so no report was given.

### **REPORT FROM FACULTY SENATE**

Trustees had previously received a 14-page document highlighting educational learning activities and professional accomplishments as reported by faculty, and Marsha Wright, Junior Senator, encouraged Trustees to read the report at their leisure. Wright stated that the faculty strived for excellence in their professions, in their classrooms, and in their students. Trustees had recently received a copy of the second edition of *Carpe Verbum*, GCCC's annual literary anthology, and congratulated Wright for her leadership in publishing that document. She explained that some of the creative writing students who had provided prose or poetry for this year's edition had also submitted work for publishers!

In response to a question from the Board regarding whether faculty viewed service on employee committees as a burden or an honor, Wright said most faculty saw it as part of their jobs when committee work involved student learning—which was a reward; however, if the committee work was simply “busy work” it could be a burden because it took time away from the goal of learning.

Trustees expressed appreciation for all that the faculty did for the college, and Wright said that she would pass those words of encouragement on to her colleagues.

### **CONSENT AGENDA**

Chair Schwartz asked if Trustees wished to pull any items on the Consent Agenda for the purpose of discussion; no one did. Ballantyne asked that the report from Human Resources be updated to reflect the retirement of Darla Daniels, effective December 19, 2008. In addition, Ballantyne introduced Carol “Cricket” Turley as the new Director of Human Resources. Chair Schwartz then asked for a motion approving the Consent Agenda.



***MOTION:*** Clifford moved, seconded by Worf, that the Consent Agenda items be approved as presented - with the exception of Daniels' retirement. He then amended the motion to accept Daniels' retirement with great regret. Motion carried 6-0.

Approved actions follow:

**APPROVED MINUTES** of previous meeting held on October 8, 2008, as written.

**SUBMITTED FINANCIAL INFORMATION TO THE AUDITOR**, as presented.

**APPROVED PERSONNEL ACTIONS**, as presented - see attached lists.

**APPROVED SABBATICAL COMMITTEE'S RECOMMENDATION REGARDING JAMES MCALLISTER'S REQUEST FOR SABBATICAL LEAVE FOR FALL SEMESTER 2009**, as presented.

James McAllister plans to pursue his Ph.D. in music

## **POLICY REVIEW**

### **MONITORING REPORTS and ENDS REPORT**

Trustees indicated that they had received and reviewed the monitoring reports (monthly and semi-annual; copies included in the electronic Board packet).

The Academic Advancement report compared grade point averages of GCCC graduates to other students at public universities in Kansas. The results reflected those of previous years, indicating GCCC transfer students outperformed native students at every reporting campus, with the exception of Pittsburg State University.

The Board packet also included an AQIP update for the action project related to Data-Enhanced Assessment of Learning.

### **OWNERSHIP LINKAGE**

Trustees received several pieces of correspondence from owners expressing their appreciation for various college activities:

1. thank you note from Lupe Lopez for the use of the Portico and big screen TV so a group of newly registered voters could watch the presidential debates on the Spanish channel
2. thank you letter from the Mexican Fiesta Association for supporting the 2008 Community Mexican Fiesta
3. thank you note from the family of Merl Wilson (former Director of Physical Plant) for the memorial gift

4. thank you note from Downtown Vision expressing appreciation for GCCC's volunteer and financial support.

Clifford reported that he had received a question from an owner about the hiring of retired GCCC Athletic Director Dennis Perryman as a temporary consultant. Ballantyne explained that Perryman was hired on a temporary basis after the resignation of Athletic Director Vic Trilli. Bob Larson was promoted from Assistant AD to AD, taking Trilli's place, and Greg Greathouse, HPER Division Director, was promoted to Larson's former position of Assistant AD. Both Larson and Greathouse were still handling their teaching responsibilities, plus Greathouse continued to handle athletic training responsibilities when necessary. Perryman was working with the Broncbuster Athletic Association and with various procedures and documentation to ensure compliance with athletic regulations.

Clifford thanked Ballantyne for the explanation and acknowledged that the Board had approved the recommendation last month without question because it would have been "getting into the means." Owners, however, sometimes asked questions involving the means.

Clifford also reported that he was at Garden City High School today and had an opportunity to observe a huge turnout of students attending a meeting informing them about the newly created scholarship for GCHS and HHS students who were taking dual credit classes!

Worf reported that a citizen had told her about the excellent service she had received during the Admissions process!

## **BOARD PROCESS AND POLICY GOVERNANCE REVIEW**

Chair Schwartz indicated that he would like the Board to get even more involved with the community. One way to do this would be to put a Powerpoint presentation together highlighting success stories and then sharing that presentation with the various clubs, organizations, etc. Ballantyne said she would ask staff to draft a plan and bring it back to the Board for its consideration and input. In addition, the Annual Report had just been published and the annual listening tours to two outreach communities had just been completed—both of those activities helped inform owners of the multitude of opportunities available at GCCC.

Trustees briefly discussed the need to have another Board Retreat to review the Policy Governance document. Chair Schwartz noted that he would work with Ballantyne and would get a retreat scheduled for mid-to-late January.

## **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
- FISAP Report - Pell Grant expenditures for 07-08 were \$1,565,103; the number of eligible aid applicants was 1,156

- Bookstore Report – The college continued to be pleased with Follett Higher Education Group, who had operated the Broncbuster Bookstore since 1997. The college receives a 5% commission on gross sales; this past year's commission was \$38,797.
- Title V External Evaluation – the report showed that GCCC was doing an excellent job of maintaining compliance with Title V regulations
- Chair Academy Report (leadership development) – Jean Warta, B&I Director, had recently attended the Academy for Leadership and Development and had written an extensive report detailing the training she had received and how she planned to use those skills in various leadership roles on campus, such as the Internal Governance Core Committee. Ballantyne stated that GCCC was fortunate to be able to send staff to the Chair Academy, and we were building internal leaders because of this effort.
- Health Insurance Update – Ballantyne reported that the college was conducting a series of informational sessions for faculty and staff before switching to a new Blue Cross Blue Shield plan in January. The college received a 28% increase in premiums October 1<sup>st</sup>, which brought the cost of a \$1,000/\$2,000 deductible policy to \$546.52 for an employee only policy and \$1,679.69 for a family plan. An outside consultant (Alan Schumacher of Maverick Consulting) was hired to review options and ultimately recommended that the best solution was to offer two levels of coverage involving a Health Savings Account.

Ballantyne noted that the Board had previously approved paying for staff's individual plans; faculty were in the third year of a three-year agreement and had asked to re-open negotiations to discuss this situation. Ballantyne also said that plans were also in progress for building a better wellness program.

- Article regarding faculty member Clint Alexander – featured his dissertation project at Texas Tech University
- Tax credits – Ballantyne and Wigner were working on a plan to promote the tax credit opportunity.

## **REPORT FROM ACCT LEADERSHIP CONGRESS**

Schwartz, Douglass, Worf, Brandenburger, Ballantyne, and Daniels shared highlights from the conference which focused on the theme of "The American Promise: Combating poverty through education—the role of Community College Trustees."

## **RE-CAP OF LEGISLATIVE DINNER AND JOINT BOARD MEETING WITH GCCC/DCCC/SCCC**

Trustees felt that there was tremendous discussion at the dinner and deemed the event a success even though no legislators were able to attend. They were very pleased that Regent Janie Perkins was able to attend.

## **REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORP.**

Schwartz reported current happenings, as follows:

- Eric Depperschmidt was in Topeka today testifying before the Joint Commission on Economic Development
- The housing study should be finished by the first of December
- A new restaurant was going in at the airport
- FCEDC was reviewing the plan written by Bill Fruth five years ago

## **UPCOMING CALENDAR DATES.** Chair Schwartz reviewed the following:

- Nov. 13-15: Pepsi Basketball Classic
- Dec. 10: Regular monthly meeting
- Dec. 11: Annual Christmas Open House at Carol Ballantyne's home
- Jan. 12: Spring Semester Inservice
- Jan. 14: Regular monthly meeting
- Jan. ?? Board Retreat to discuss Policy Governance document – discuss next month
- Feb. ??? Need to change date of regular meeting in February because of scheduling conflicts – will discuss possible dates next month
- Feb. 9-11: ACCT National Legislative Summit in Washington, DC – is anyone going?
- Feb. 11-12: KBOR meetings in Topeka and KACCT/PTK/COP Celebration
- Feb. 18-20: AQIP Quality Check-Up visit

## **ADJOURNMENT**

There being no further business to come before the Board, Chair Schwartz asked for a motion to adjourn the meeting.

*Douglass moved, seconded by Worf, that meeting adjourn. Motion carried 6-0. Meeting adjourned at 7:50 p.m.*

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Darla J. Daniels  
Deputy Clerk

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Carol E. Ballantyne, Ph.D.  
Secretary

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Ron Schwartz  
Chair of the Board

# REVENUES

12-04-08

Garden City Community College  
Annual Budget Report Ending 11/30/2008  
Options - All Statuses

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Fiscal Year: 2009

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	1,230.00-	674,737.00-	1,445,168.00-	770,431.00-	53.31
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	24,174.00-	190,443.00-	435,000.00-	244,557.00-	56.22
11-00-0000-00000-4003 AUTOMATION ELECT C	0.00	0.00	12,854.00-	25,000.00-	12,146.00-	48.58
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	5,005.00-	208,260.00-	350,000.00-	141,740.00-	40.50
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	931.00	58,312.00-	125,000.00-	66,688.00-	53.35
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	120.00	26,760.00-	52,000.00-	25,240.00-	48.54
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	690.00-	107,262.00-	220,000.00-	112,738.00-	51.24
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	48.00	10,704.00-	21,000.00-	10,296.00-	49.03
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	511.80-	3,579.66-	45,000.00	48,579.66	107.95
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	30.00-	1,747.00-	15,000.00-	13,253.00-	88.35
11-00-0000-00000-4512 VENDING MACHINES :	0.00	1,096.20-	4,237.56-	12,000.00-	7,762.44-	64.69
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,401,731.00-	2,831,491.00-	1,429,760.00-	50.49
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	0.00	8,859,467.00-	8,859,467.00-	100.00
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	204,269.77-	593,728.00-	389,458.23-	65.60
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	3,411.60-	8,785.00-	5,373.40-	61.17
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	48,068.03-	129,467.00-	81,398.97-	62.87
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	24,691.00-	24,691.00-	100.00
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	230.71-	17,478.00-	17,247.29-	98.68
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	145,215.20-	49,018.00-	96,197.20	196.24-
11-00-0000-00000-4902 INTEREST INCOME :	0.00	10,655.20-	58,739.23-	200,000.00-	141,260.77-	70.63
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	40.54-	40.54-	100,000.00-	99,959.46-	99.96
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	1,360.75-	25,732.09-	90,000.00-	64,267.91-	71.41
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	5,629.43-	26,053.85-	80,000.00-	53,946.15-	67.43
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	960.00-	6,439.67-	15,000.00-	8,560.33-	57.07
Totals for FUND: 11 - GENERAL	0.00	50,283.92-	3,218,827.91-	15,654,293.00-	12,435,465.09-	79.44

12-04-08

Garden City Community College  
Annual Budget Report Ending 11/30/2008  
Options - All Statuses

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Fiscal Year: 2009

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
61-00-0000-00000-4103 TAX CREDIT DONATIO	0.00	2,000.00-	18,000.00-	130,208.00-	112,208.00-	86.18
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	0.00	487,711.00-	487,711.00-	100.00
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	11,201.93-	32,778.00-	21,576.07-	65.82
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	187.07-	482.00-	294.93-	61.19
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	2,663.35-	0.00	2,663.35	0.00
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	1,354.00-	1,354.00-	100.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	12.51-	959.00-	946.49-	98.70
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	8,252.96-	0.00	8,252.96	0.00
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	2,000.00-	40,317.82-	653,492.00-	613,174.18-	93.83

**EXPENSES**

12-04-08

Garden City Community College  
Annual Budget Report Ending 11/30/2008  
Options - All Statuses

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Fiscal Year: 2009

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	0.00	0.00	9,154.21	9,154.21	100.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	30.50	17,275.15	71,168.63	269,392.00	198,192.87	73.57
DEPARTMENT: 11020 - HUMANITIES	141.98	8,335.72	30,239.15	118,972.00	88,590.87	74.46
DEPARTMENT: 11021 - ENGLISH	0.00	29,503.10	101,487.58	346,580.00	245,092.42	70.72
DEPARTMENT: 11022 - SPEECH	0.00	9,720.14	36,180.88	120,945.28	84,764.40	70.08
DEPARTMENT: 11023 - PHILOSOPHY	0.00	537.38	1,074.76	0.00	1,074.76	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	0.00	4,552.00	4,552.00	100.00
DEPARTMENT: 11025 - JOURNALISM	0.00	4,968.73	21,008.67	58,280.00	37,271.33	63.95
DEPARTMENT: 11026 - BROADCASTING	0.00	4,247.94	17,043.52	68,875.00	51,831.48	75.25
DEPARTMENT: 11030 - ART	20,270.00	9,329.14	22,982.72	129,761.08	86,508.36	66.67
DEPARTMENT: 11031 - DRAMA	202.75	9,468.39	39,095.53	101,658.00	62,359.72	61.34
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	7,843.36	25,013.80	72,649.00	47,635.20	65.57
DEPARTMENT: 11033 - INST MUSIC	1,187.93	21,711.24	66,466.45	198,340.42	130,686.04	65.89
DEPARTMENT: 11040 - SCIENCE	177.45	34,128.97	140,517.12	373,511.39	232,816.82	62.33
DEPARTMENT: 11050 - MATH	0.00	25,912.21	99,436.74	313,944.90	214,508.16	68.33
DEPARTMENT: 11060 - SOCIAL SCIENCE	232.12	51,106.53	157,251.77	468,682.00	311,198.11	66.40
DEPARTMENT: 11070 - HEALTH & PHYSICAL	220.00	19,485.73	91,532.32	241,650.00	149,897.68	62.03
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	6,891.57	31,061.27	99,351.00	68,289.73	68.74
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	296.04	1,228.56	1,013.00	215.56	21.27
DEPARTMENT: 11081 - READING	0.00	5,228.91	20,921.40	89,445.00	68,523.60	76.61
DEPARTMENT: 11082 - ESL	0.00	5,221.08	19,021.31	58,079.00	39,057.69	67.25
DEPARTMENT: 11083 - COLLEGE SKILLS	2,470.00	252.98	2,705.32	15,045.00	9,869.68	65.60
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	64.99	2,039.99	4,838.00	2,798.01	57.83
DEPARTMENT: 11095 - FORENSICS COMPETIT	0.00	28.37	2,885.70	11,745.00	8,859.30	75.43
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	21,906.00	1,650.86	11,550.19	220,000.00	186,543.81	84.79
DEPARTMENT: 12011 - MID-MANAGEMENT	0.00	5,315.49	12,325.28	33,251.00	20,925.72	62.93
DEPARTMENT: 12012 - MCSE/CISCO	0.00	2,404.58	9,604.65	34,028.00	24,423.35	71.77
DEPARTMENT: 12013 - OFFICE EDUCATION	0.00	4,194.85	16,707.76	56,468.00	39,760.24	70.41
DEPARTMENT: 12014 - FINNUP LAB	0.00	4,815.83	19,641.75	67,764.00	48,122.25	71.01
DEPARTMENT: 12200 - ADN PROGRAM	188.73	34,643.37	143,234.59	462,156.00	318,732.68	68.97
DEPARTMENT: 12201 - LPN PROGRAM	382.89	19,458.02	56,333.64	170,574.00	113,857.47	66.75
DEPARTMENT: 12202 - EMT	850.52	14,648.86	60,486.57	157,685.00	96,347.91	61.10
DEPARTMENT: 12203 - ALLIED HEALTH	507.93	11,980.42	46,022.95	125,385.00	78,854.12	62.89
DEPARTMENT: 12210 - AGRICULTURE	414.19	4,230.38	20,149.48	49,731.00	29,167.33	58.65
DEPARTMENT: 12211 - MEAT JUDGING	1,281.29	3,777.31	26,915.06	80,087.00	51,890.65	64.79
DEPARTMENT: 12220 - AG EQUIPMENT & MEC	4,020.06	15,519.09	72,513.39	181,829.76	105,296.31	57.91
DEPARTMENT: 12230 - AUTO MECHANICS	2,653.52	10,894.33	39,716.36	119,249.00	76,879.12	64.47
DEPARTMENT: 12240 - CRIMINAL JUSTICE	450.73	14,162.88	50,846.59	180,379.22	129,081.90	71.56
DEPARTMENT: 12241 - FIRE SCIENCE	164.33	9,304.98	24,782.03	68,275.00	43,328.64	63.46
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	538.25	2,867.00	2,328.75	81.23
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,489.39	41,219.26	123,791.00	82,571.74	66.70
DEPARTMENT: 12260 - DRAFTING	0.00	1,399.45	2,798.90	9,101.00	6,302.10	69.25
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	359.15	30,688.01	166,940.26	397,517.84	230,218.43	57.91
DEPARTMENT: 12271 - AUTOMATION ELECTRI	1,080.00	4,218.49	15,460.54	53,232.00	36,691.46	68.93
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	278.72	5,225.30	23,322.09	111,245.00	87,644.19	78.78
DEPARTMENT: 12273 - WELDING	0.00	13,181.81	38,386.11	99,135.08	60,748.97	61.28
DEPARTMENT: 12280 - BUILDING TRADES	942.24	2,764.15	5,956.97	15,094.00	8,194.79	54.29
DEPARTMENT: 12290 - FINNEY COUNTY LEAR	0.00	6,347.01	31,045.51	75,728.00	44,682.49	59.00
DEPARTMENT: 21100 - INSTITUTIONAL RESE	0.00	5,813.88	28,255.74	75,383.00	47,127.26	62.52
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	866.15	1,905.53	8,074.00	6,168.47	76.40
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	4,951.78	29,320.24	79,594.00	50,273.76	63.16
DEPARTMENT: 41000 - LIBRARY	8,484.32	12,528.68	65,426.34	183,047.00	109,136.34	59.62

DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	10,327.25	43,949.00	123,399.00	79,450.00	64.38
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	65,121.28	154,660.77	290,808.00	136,147.23	46.82
DEPARTMENT: 42001 - DEAN OF ACADEMICS	474.80	2,711.60	34,654.20	110,370.72	75,241.72	68.17
DEPARTMENT: 42002 - OUTREACH	429.00	0.00	527.33	58,858.00	57,901.67	98.38
DEPARTMENT: 42003 - FACULTY SENATE	6,525.00	414.88	2,940.15	32,363.00	22,897.85	70.75
DEPARTMENT: 42005 - DEAN OF TECHNICAL	578.87	12,314.11	58,294.11	161,269.32	102,396.34	63.49
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	13,281.70	52,165.49	167,278.00	115,112.51	68.82
DEPARTMENT: 42007 - BRYAN EDUCATION CE	0.00	4,869.87	22,595.61	60,046.00	37,450.39	62.37
DEPARTMENT: 43000 - TRANSITION	0.00	1,108.88	3,548.91	0.00	3,548.91-	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	13,848.33	68,864.04	184,736.00	115,871.96	62.72
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	0.00	29,818.00	29,818.00	100.00
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	0.00	11,907.00	11,907.00	100.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	100.00	12,069.12	63,320.96	149,859.00	86,438.04	57.68
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	76.32	4,876.68	9,450.00	4,573.32	48.39
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	22,701.05	103,281.11	293,953.00	190,671.89	64.86
DEPARTMENT: 50030 - ADMISSIONS	383.82	15,232.58	75,216.53	203,796.00	128,195.65	62.90
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	10,900.28	54,060.46	145,815.00	91,754.54	62.93
DEPARTMENT: 50050 - STUDENT HEALTH SER	8.00	3,298.99	16,994.72	51,320.00	34,317.28	66.87
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	1,153.33	13,753.20	209,218.02	370,794.00	160,422.65	43.26
DEPARTMENT: 55001 - MEN'S BASKETBALL	5,923.80	22,674.35	66,592.37	120,715.00	48,198.83	39.93
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	3,135.46	16,180.98	48,740.20	105,883.00	54,007.34	51.01
DEPARTMENT: 55003 - MEN'S TRACK	736.00	2,551.39	17,849.81	40,381.00	21,795.19	53.97
DEPARTMENT: 55004 - WOMEN'S TRACK	711.00	2,551.39	17,399.79	39,346.00	21,235.21	53.97
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	3,507.92	4,927.71	25,797.01	85,476.95	56,172.02	65.72
DEPARTMENT: 55006 - FOOTBALL	0.00	21,536.02	146,020.47	286,859.00	140,838.53	49.10
DEPARTMENT: 55007 - BASEBALL	6,955.50	6,515.14	46,734.10	119,214.00	65,524.40	54.96
DEPARTMENT: 55008 - VOLLEYBALL	192.00	3,339.20	32,490.97	58,951.00	26,268.03	44.56
DEPARTMENT: 55009 - WOMEN'S SOCCER	470.00	1,971.16	20,177.81	35,469.00	14,821.19	41.79
DEPARTMENT: 55010 - MEN'S SOCCER	125.00	4,667.61	38,339.21	75,514.00	37,049.79	49.06
DEPARTMENT: 55012 - CHEERLEADING	1,000.00	5,083.03	18,192.73	35,882.00	16,689.27	46.51
DEPARTMENT: 55013 - DANCE TEAM	0.00	1,029.41	6,771.59	23,329.00	16,557.41	70.97
DEPARTMENT: 55014 - RODEO TEAM	5,716.24	9,784.92	51,421.45	120,060.00	62,922.31	52.41
DEPARTMENT: 55018 - INTRAMURALS & STUD	0.00	601.22	2,951.52	8,312.00	5,360.48	64.49
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	4,389.12	38,733.46	109,362.00	70,628.54	64.58
DEPARTMENT: 61000 - PRESIDENT	22,401.00	46,597.56	180,414.49	384,113.05	181,297.56	47.20
DEPARTMENT: 61001 - BOARD OF TRUSTEES	1,064.73	9,657.26	16,347.96	27,600.00	10,187.31	36.91
DEPARTMENT: 61005 - ATTORNEY	0.00	2,094.67	5,621.51	22,500.00	16,878.49	75.02
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	25,553.00	40,067.04	383,531.33	1,269,885.00	860,800.67	67.79
DEPARTMENT: 62010 - HUMAN RESOURCES	1,288.65	6,791.12	34,729.82	131,317.00	95,298.53	72.57
DEPARTMENT: 62011 - ADA COMPLIANCE	1,297.96	6,719.24	32,661.51	61,241.00	27,281.53	44.55
DEPARTMENT: 62050 - ONE-TIME PURCHASES	79,585.00	125,720.11	415,138.93	313,160.00	181,563.93-	57.97-
DEPARTMENT: 63000 - INFORMATION SERVIC	19,054.30	11,485.77	117,876.91	239,485.00	102,553.79	42.82
DEPARTMENT: 64000 - INFORMATION TECHNO	400.00	37,862.73	365,610.47	748,635.78	382,625.31	51.11
DEPARTMENT: 65000 - CENTRAL SERVICES	4,950.65	10,398.66	54,180.01	166,096.00	106,965.34	64.40
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	3,037.50	9,070.51	34,173.70	136,575.00	99,363.80	72.75
DEPARTMENT: 71000 - BUILDINGS	13,505.15	35,001.22	142,116.71	376,116.00	220,494.14	58.62
DEPARTMENT: 71005 - SCOTT CITY BLDG MA	421.26	1,461.07	12,926.99	27,849.00	14,500.75	52.07
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	0.00	4,050.00	4,050.00	100.00
DEPARTMENT: 72000 - CUSTODIAL SERVICES	920.45	44,870.66	212,275.54	586,748.00	373,552.01	63.66
DEPARTMENT: 73000 - GROUNDS	3,537.50	11,755.53	59,748.13	205,536.00	142,250.37	69.21
DEPARTMENT: 73001 - ATHLETIC FIELDS	2,810.40	4,631.01	9,616.20	38,635.00	26,208.40	67.84
DEPARTMENT: 74000 - VEHICLES	1,162.43	16,674.76	52,353.26	385,267.00	331,751.31	86.11
DEPARTMENT: 75000 - CAMPUS SECURITY	200.00	12,880.70	57,075.29	150,194.00	92,918.71	61.87
DEPARTMENT: 76000 - INSURANCE	300.00	4,799.62	100,080.06	289,172.00	188,791.94	65.29
DEPARTMENT: 77000 - UTILITIES	78.92	46,469.00	214,169.71	564,800.00	350,551.37	62.07
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	170.45-	1,570.82-	62,000.00	63,570.82	102.53
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	2,091.00	9,020.00	6,929.00	76.82
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	41.00	7,790.00	33,087.00	25,297.00	76.46
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	2,052.00	3,000.00	948.00	31.60
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	0.00	76,978.00	136,575.00	59,597.00	43.64
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	12,318.00	12,318.00	25,000.00	12,682.00	50.73

DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	24,308.00	49,938.00	25,630.00	51.32
DEPARTMENT: 94000 - STUDENT CENTER	222.00	5,283.95	25,469.08	78,523.00	52,831.92	67.28
DEPARTMENT: 98001 - CHILD CARE	0.00	3,473.58	17,002.78	41,248.00	24,245.22	58.78
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FUND: 11 - GENERAL	288,813.99	1,342,762.69	6,276,236.37	16,705,094.00	10,140,043.64	60.70



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FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11031 - DRAMA	0.00	273.00	79,159.63	88,860.00	9,700.37	10.92
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,553.22	16,619.80	62,890.01	187,296.25	122,853.02	65.59
DEPARTMENT: 55001 - MEN'S BASKETBALL	64.32	90.57	509.95	8,422.00	7,847.73	93.18
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	269.10	5,000.00	4,730.90	94.62
DEPARTMENT: 55006 - FOOTBALL	115.50	0.00	1,342.35	3,000.00	1,542.15	51.41
DEPARTMENT: 55007 - BASEBALL	5,976.25	7.50	10.00	12,000.00	6,013.75	50.11
DEPARTMENT: 55008 - VOLLEYBALL	360.00	0.00	49.08	5,000.00	4,590.92	91.82
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	5,159.99	7,505.00	2,345.01	31.25
DEPARTMENT: 55012 - CHEERLEADING	0.00	261.00	863.53	1,200.00	336.47	28.04
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FUND: 14 - ADULT SUPPLEMENTARY ED	8,069.29	17,251.87	150,253.64	318,283.25	159,960.32	50.26

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FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	270.85	899.53	7,000.00	6,100.47	87.15
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,000.00	8,000.00	19,200.00	11,200.00	58.33
DEPARTMENT: 94000 - STUDENT CENTER	217.00	756.48	67,342.99	139,100.00	71,540.01	51.43
DEPARTMENT: 95000 - STUDENT HOUSING	2,708.34	110,609.83	399,982.07	1,097,148.00	694,457.59	63.30
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	8,069.00	8,069.00	0.00	0.00
DEPARTMENT: 98000 - COSMETOLOGY	399.44	4,377.44	41,972.12	113,955.00	71,583.44	62.82
DEPARTMENT: 98001 - CHILD CARE	609.65	2,825.44	10,727.31	30,000.00	18,663.04	62.21
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FUND: 16 - AUXILIARY ENTITIES	3,934.43	120,840.04	536,993.02	1,414,472.00	873,544.55	61.76

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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	159,454.31	1,514,089.80	103,687.51	1,410,402.29- 360.23-
FUND: 21 - FEDERAL STUDENT AID	0.00	159,454.31	1,514,089.80	103,687.51	1,410,402.29- 360.23-

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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	84.61	6,760.73	21,633.12	14,872.39	68.75
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	0.00	19,215.00	19,215.00	100.00
DEPARTMENT: 12200 - ADN PROGRAM	0.00	0.00	65.25-	0.00	65.25	0.00
DEPARTMENT: 12211 - MEAT JUDGING	0.00	365.40	4,470.69-	0.00	4,470.69	0.00
DEPARTMENT: 12273 - WELDING	1,815.78	0.00	4,803.44	12,896.14	6,276.92	48.67
DEPARTMENT: 13301 - ABE--INSTRUCTION	4,190.00	0.00	4,190.00-	11,800.00	11,800.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	395.02	42,601.96	217,498.48	482,883.02	264,989.52	54.88
DEPARTMENT: 42000 - DEAN OF LEARNING S	1,587.57	10,797.94	107,243.31	297,689.19	188,858.31	63.44
DEPARTMENT: 42005 - DEAN OF TECHNICAL	54,261.55	12,716.86	47,222.40	154,298.00	52,814.05	34.23
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	49.35	14,844.63	60,772.65	316,732.79	255,910.79	80.80
DEPARTMENT: 45011 - SCIENCE LAB ACTIVI	0.00	0.00	0.00	77,311.00	77,311.00	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	12,799.77	33,749.81	248,828.93	730,450.17	468,821.47	64.18
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	284,299.48	531,599.48	247,300.00	46.52
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FUND: 22 - RESTRICTED GRANTS	75,099.04	115,161.21	968,703.48	2,656,507.91	1,612,705.39	60.71

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FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	3,220.00	719.97	524.29-	13,000.00	10,304.29	79.26
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	20,028.00	20,028.00	100.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	15,355.00	25,352.50	9,997.50	39.43
DEPARTMENT: 61000 - PRESIDENT	0.00	0.00	0.00	600.00	600.00	100.00
DEPARTMENT: 63000 - INFORMATION SERVIC	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	1,000.00	1,000.00	100.00
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FUND: 23 - OTHER RESTRICTED FUNDS	3,220.00	719.97	15,830.71	60,980.50	41,929.79	68.76

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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	15,795.50	36,438.65	175,697.43	468,500.79	277,007.86	59.13
DEPARTMENT: 13305 - ABE--STAFF DEVELOP	0.00	20.00	2,982.60	11,342.00	8,359.40	73.70
=====						
FUND: 24 - ADULT BASIC EDUCATION	15,795.50	36,458.65	178,680.03	479,842.79	285,367.26	59.47

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FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	337,164.37	29,479.49	158,850.65	653,492.00	157,476.98	24.10
FUND: 61 - CAPITAL OUTLAY	337,164.37	29,479.49	158,850.65	653,492.00	157,476.98	24.10

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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	62,469.67-	0.00	62,469.67	0.00
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	0.00	0.00	715.60-	0.00	715.60	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	67,461.53-	0.00	67,461.53	0.00
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FUND: 63 - DEBT RET--COP	0.00	0.00	130,646.80-	0.00	130,646.80	0.00



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FUND: 64 - COP FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	885,003.48	0.00	76,858.52	0.00	961,862.00-	0.00
FUND: 64 - COP FUND	885,003.48	0.00	76,858.52	0.00	961,862.00-	0.00

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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	26,311.54	16,128.60	65,012.33	336,637.54	245,313.67	72.87
DEPARTMENT: 99001 - STUDENT NEWSPAPER	4,932.64	549.99	4,232.03	52,750.00	43,585.33	82.63
DEPARTMENT: 99002 - STUDENT MAGAZINE	32.64	0.00	137.31	53,000.00	52,830.05	99.68
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FUND: 71 - ACTIVITY/ORGANIZATION FD	31,276.82	16,678.59	69,381.67	442,387.54	341,729.05	77.25

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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	350.00	0.00	350.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	5,677.00	0.00	5,677.00-	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	2,654.00	0.00	2,654.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	3,442.00	0.00	3,442.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	5,506.00	0.00	5,506.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	41.00-	7,648.00	0.00	7,648.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	881.00	0.00	881.00-	0.00
DEPARTMENT: 12211 - MEAT JUDGING	0.00	0.00	4,692.00	0.00	4,692.00-	0.00
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	41.00-	6,843.00	0.00	6,843.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	5,245.00	0.00	5,245.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	881.00	0.00	881.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	1,598.00	0.00	1,598.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	7,007.00	0.00	7,007.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	82.00-	49,249.00	0.00	49,249.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	3,483.00	0.00	3,483.00-	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	7,358.00	0.00	7,358.00-	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	3,483.00	0.00	3,483.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	3,401.00	0.00	3,401.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	2,315.00	0.00	2,315.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	82.00-	9,896.00	0.00	9,896.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	15,571.00	0.00	15,571.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	246.00-	148,020.00	0.00	148,020.00-	0.00

12-04-08

Garden City Community College  
Annual Budget Report Ending 11/30/2008  
Options - All Statuses

Page: 13

Fiscal Year: 2009

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	21,225.48	129,992.87	270,000.00	140,007.13	51.85
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	21,225.48	129,992.87	270,000.00	140,007.13	51.85

12-04-08

Garden City Community College  
Annual Budget Report Ending 11/30/2008  
Options - All Statuses

Page: 14

Fiscal Year: 2009

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	94,725.00-	0.00	94,725.00	0.00
=====						
FUND: 89 - OTHER	0.00	0.00	94,725.00-	6,500.00	101,225.00	557.31

As of 11/30/2008

		Amount	% Rate
<b>Cash in Bank:</b>	Commerce Bank	\$ 458,433.29	0.0500%
	Security State - Scott City	\$ 24,071.04	0.0000%
	State Municipal Invest. Pool	\$ 19,952.56	0.1520%
	Landmark National Bank	\$ 2,660,972.06	0.9700%

Investments:

Institution	Type	Amount	% Rate	Beg. Date	End Date
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
Commerce Bank	CD	\$ 2,000,000.00	2.4900%	05/30/08	12/01/08
First National Bank	CD	\$ 2,000,000.00	2.7100%	05/30/08	12/01/08

## **CONTRACTS FOR APPROVAL**

### **December 10, 2008**

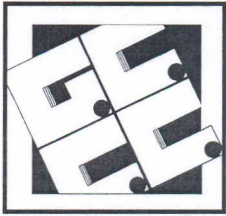
#### **Part-time Assignments**

Colin Lamb	SGA Sponsor	\$1,944.20
Ryan Ruda	SGA Sponsor	\$1,944.20

#### **Contract Addenda**

The full-time faculty members listed below have completed additional course work, which entitles them to a salary adjustment, as follows:

		<b><u>Adjusted Salary for 2008-09</u></b>
Elizabeth Wampler	From Level 1, Line 5 to Level 2, Line 7	\$49,484.23
Leslie Foster Wenzel	From Level 2, Line 14 to Level 3, Line 15	\$41,531.82



# Garden City COMMUNITY COLLEGE

Dec. 3, 2008

**To:** Board of Trustees

**From:** Cricket Turley, Director of Human Resources

## New Hires

### Return from active duty – Iraq

Ron George – Grounds and Maintenance

### Separations

Debby Elwood, Advisor/SSS Counselor, effective Nov. 30, 2008

### Retirements

Darla Daniels, Executive Secretary to the President, effective Dec. 19, 2008

## Transfers/Promotions

### Vacancies

Advisor/SSS Counselor

Asst. Director of Physical Plant

Asst. Volleyball Coach (volunteer, part-time)

Asst. Women's Basketball Coach (volunteer, part-time)

Campus Security Officer

English Instructor

Executive Secretary to the President

Refugee Coordinator



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

(Presented to Payroll for Payment 8/25/08)

LOCATION/INSTRUCTOR	CLASS	SALARY LEVEL/ SEMESTERS TAUGHT	
		AMOUNT	
Penner, Jacqueline J.	Nursing Home Med. Aide (Certified Medication Aide) Supervision of Clinical Activities: \$100.00/student x 12 students = \$1,200.00 HELR103-90 (5/22/08 – 7/24/08) 11-00-0000-12203-5230	\$ 1,200.00	L1/L11
<b>TOTAL OUTREACH FACULTY CONTRACTS</b>		<b>\$ 1,200.00</b>	
11-00-0000-12203-5230 - \$ 1,200.00			

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

(Presented to Payroll for Payment 8/25/08)

INSTRUCTOR	CLASS	AMOUNT
Kolbeck, Kent M.	Optometrist - Give 'em the Pickle (CONT400-03) 1.5 contact hour(s) @ \$33.33/hour (21 students) 7/16/08, W, 4:30 - 6:00 p.m. 14-00-8004-31000-5270	\$ 50.00
Sturdevant, Cheryl E.	Area Mental Health Center (CONT200-02) 2 contact hour(s) @ \$30.00/hour (39 students) 7/30/08, W, 9:00 - 11:00 a.m. 14-00-8004-31000-5270	\$ 60.00
Unruh, Troy R.	QuickBooks Advanced (COMP703-11) 8 contact hour(s) @ \$30.00/hour (10 students) 7/8/08 - 7/10/08, T-Th, 8:00 a.m. - 12:00 p.m. 14-00-8004-31000-5270	\$ 240.00
Unruh, Troy R.	City/County-Leadership & Building (CONT610-01) 2 contact hour(s) @ \$30.00/hour (43 students) 7/17/08, Th, 7:00 - 9:00 p.m. 14-00-8004-31000-5270	\$ 60.00
Unruh, Troy R.	Leadership & Bldg A Team Culture (CONT610-02) 2 contact hour(s) @ \$30.00/hour (46 students) 7/18/08, F, 8:00 - 10:00 a.m. 14-00-8004-31000-5270	\$ 60.00
<b>TOTAL NON-CREDIT FACULTY CONTRACTS</b>		<b>\$ 470.00</b>
14-00-8004-31000-5270 \$ 470.00 (Business & Industry)		

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**GARDEN CITY COMMUNITY COLLEGE  
PAYMENTS TO OUTREACH COORDINATORS  
SUMMER SEMESTER 2008  
Presented to Payroll for Payment 8/25/08**

<b>Location</b>	<b>Coordinator</b>	<b>Total Student Cr. Hr.</b>	<b>Rate of Pay</b>	<b>Salary</b>	<b>Contract Totals</b>
Dighton	Debra D. Dowell	18	\$6.75/cr. hr.	\$ 121.50 <u>200.00</u> Base	\$ 321.50
Leoti	Janis M. Kreutzer	51	\$6.62/cr. hr.	\$ 337.62 <u>200.00</u> Base	\$ 537.62
Tribune	William H. Wilson	30	\$6.04/cr. hr.	\$ 181.20 <u>200.00</u> Base	\$ 381.20
<b>TOTAL OUTREACH COORDINATOR PAYMENTS</b> 11-00-0000-42002-5220					<b>\$1,240.32</b>

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

(Presented to Payroll for Payment 8/25/08)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>
Munoz, Jessie L.	CDL Exam Preparation - Spanish (TECH200-06) 14 contact hour(s) @ \$30.00/hour (6 students) 8/9/08 - 8/16/08, S, 9:00 a.m. - 5:00 p.m. 14-00-8004-31000-5270	\$ 420.00
<b>TOTAL NON-CREDIT FACULTY CONTRACTS</b>		<b>\$ 420.00</b>
14-00-8004-31000-5270	\$ 420.00 (Business & Industry)	

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

(Presented to Payroll for Payment 9/25/08)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>
Lamb, Tracy E.	C.N.A. Refresher (ASAH101-03) 10 contact hour(s) @ \$30.00/hour (7 students) 6/27/08 - 6/28/08, F-S, 5:00 - 9:00 p.m. 14-00-8001-31000-5270	\$ 300.00
<b>TOTAL NON-CREDIT FACULTY CONTRACTS</b>		<b>\$ 300.00</b>
14-00-8001-31000-5270	\$ 300.00 (Allied Health)	

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

(Presented to Payroll for Payment 9/25/08)

<b>PROVIDER/INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>	<b>SALARY LEVEL/ SEMESTERS</b>
<u><b>LAKI</b></u>			
Hoover, Kevin R	Certified Nurse Aide 5 cr.hr. x \$ 470 (9 students) HELR-102-LK (7/28/2008-9/30/2008) 0 x 0 = 0 11-00-0000-12203-5220	\$2,350.00	L3/5
<b>TOTAL OUTREACH FACULTY CONTRACTS</b>		<b>\$2,350.00</b>	

u

**GARDEN CITY COMMUNITY COLLEGE  
ADDITIONAL PAYMENTS TO OUTREACH CENTERS  
FOR FACILITY USAGE  
SUMMER SEMESTER 2008  
Presented for Payment 9/5/08**

<b>Location</b>	<b>Total Student Cr. Hr.</b>	<b>Rate of Pay</b>	<b>Total</b>
USD 215 (Lakin)	45	\$5.00	\$ 225.00
USD 467 (Leoti)	3	\$5.00	\$ 15.00
<b>TOTALS</b>	<b>48</b>		<b>\$ 240.00</b>

**GARDEN CITY COMMUNITY COLLEGE  
ADDITIONAL SERVICE CONTRACT PAYMENTS TO OUTREACH COORDINATORS  
SUMMER SEMESTER 2008  
Presented for Payment 9/25/08**

<b>Location</b>	<b>Coordinator</b>	<b>Total Student Cr. Hr.</b>	<b>Rate of Pay</b>	<b>Salary</b>	<b>Contract Totals</b>
<u><b>LAKIN</b></u>					
USD 215	Praveen K. Vadapally	45	\$5.91/cr. hr.	\$ 265.95	\$ 265.95

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

**\$ 265.95**

c: Brungardt  
Ballantyne  
Wigner  
Vagher (P.O.'s)

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

(Presented to Payroll for Payment 9/25/08)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
<b><u>MAIN</u></b>			
Grasser, Travis	Strategic Team Building I 1 cr.hr. x \$500 (8 students) CRIM-165-03 (8/16/2008-10/3/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$500.00	L4/9
Gundy, Jason	Beginning Tennis 1 cr.hr. x \$400 (6 students) HPER-114-90 (8/13/2008-10/8/2008) 0 x 0 = 0 11-00-0000-11070-5260	\$400.00	L1/1
Hornbeck, Debra	Strategic Team Building I 1 cr.hr. x \$470 (8 students) CRIM-165-06 (8/16/2008-10/3/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$470.00	L3/1
Lisk, Martha A	College Skills Development 1 cr.hr. x \$470 (26 students) PCDE-101-04 (8/13/2008-10/8/2008) 0 x 0 = 0 11-00-0000-11083-5260	\$470.00	L3/11
Musick, Sidni A	College Skills Development 1 cr.hr. x \$470 (5 students) PCDE-101-90 (8/13/2008-10/8/2008) 0 x 0 = 0 11-00-0000-11083-5260	\$470.00	L3/7
Smith, Marci L Terry J. Lee and Marci L. Smith are team-teaching PCDE-108-01 (1 cr. hr.)	Lead Challenge 1 cr.hr. x \$470 (15 students) PCDE-108-01 (8/14/2008-8/28/2008) 0 x 0 = 0 11-00-0000-11083-5260	\$470.00	L3/3
Unruh, Brandy L	Strategic Team Building I 1 cr.hr. x \$500 (8 students) CRIM-165-02 (8/16/2008-10/3/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$500.00	L4/4
Wells, Sarah R	College Skills Development 1 cr.hr. x \$400 (22 students) PCDE-101-13 (8/13/2008-10/8/2008) 0 x 0 = 0 11-00-0000-11083-5260	\$400.00	L1/1
<b>TOTAL ADJUNCT FACULTY CONTRACTS</b>		<b>\$3,680.00</b>	

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**GARDEN CITY COMMUNITY COLLEGE  
ADJUNCT FACULTY CONTRACTS**

**FALL, 2008**

(Presented to Payroll for Payment 9/25/08)

INSTRUCTOR	CLASS	SALARY LEVEL/ SEMESTERS TAUGHT	
		AMOUNT	
Mantzke, Alonna J.	Certified Nurse Aide 5.01 FLC x \$470.00 (9 students) HELR-102-90 (8/18/2008 - 9/24/2008) 11-00-0000-12203-5260	\$ 2,354.70	L3/20

**TOTAL ADJUNCT FACULTY CONTRACTS**

**\$ 2,354.70**

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

**FALL, 2008**

(Presented to Payroll for Payment 9/25/08)

INSTRUCTOR	CLASS	AMOUNT
Donecker, Grace M.	IV Certification for PN (ASAH110-05) 66 (48 hr. classroom + 18 hr. clinical) contact hour(s) @ \$25.00/hour (6 students) 7/29/08 - 9/4/08, M-T-W-Th-F, 8:00 a.m. - 5:00 p.m. 14-00-8001-31000-5270	\$ 1,650.00
Homm, Michael J.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-33) 2 contact hour(s) @ \$30.00/hour (17 students) 8/23/08, S, 3:00 - 5:00 p.m. (Assistant Range Officer) 14-00-8033-31000-5270	\$ 60.00
Kolbeck, Kent M.	Excel Fundamentals (COMP301-20) 8 contact hour(s) @ \$33.33/hour (5 students) 9/11/08 - 9/12/08, Th-F, 1:00 - 5:00 p.m. 14-00-8004-31000-5270	\$ 266.64
Lappin, Jerry B.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-33) 10 contact hour(s) @ \$30.00/hour (17 students) 8/23/08, S, 7:00 a.m. - 6:00 p.m. (Lead Instructor) 14-00-8033-31000-5270	\$ 300.00
Prewitt, Robert D.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-33) 4 contact hour(s) @ \$30.00/hour (17 students) 8/23/08, S, 1:00 - 5:00 p.m. (Range Officer) 14-00-8033-31000-5270	\$ 120.00
Soldner, Jerry L.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-33) 3 contact hour(s) @ \$30.00/hour (17 students) 8/23/08, S, 9:00 a.m. - 12:00 p.m. (Legal) 14-00-8033-31000-5270	\$ 90.00

**TOTAL NON-CREDIT FACULTY CONTRACTS**

**\$ 2,486.64**

14-00-8001-31000-5270	\$ 1,650.00	(Allied Health)
14-00-8004-31000-5270	\$ 266.64	(Business & Industry)
14-00-8033-31000-5270	\$ 570.00	(Public Safety)

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

(Presented to Payroll for Payment 10/25/08)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
<u>MAIN</u>			
Ashlock, Bernard Lewis	Introduction to Counseling 3 cr.hr. x \$470 (3 students) ADDC-101-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$1,410.00	L3/5
Berkley, Deborah E	Elementary Ethics 3 cr.hr. x \$500 (5 students) PHIL-102-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11023-5260	\$1,500.00	L4/2
Bitikofer, Lyle K	Electricity III 3 cr.hr. x \$435 (5 students) INED-113-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-12272-5260	\$1,305.00	L2/2
Duran, Jerry B	Upholstery 3 cr.hr. x \$480 (9 students) INED-120-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-12280-5260	\$1,440.00	L1B/42
Erskin, Nadine Kay	Basic Manual Communication III 3 cr.hr. x \$400 (6 students) SPED-130-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$1,200.00	L1/18
Erskin, Nadine Kay	Basic Manual Communication I 3 cr.hr. x \$400 (7 students) SPED-120-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$1,200.00	L1/18
Fleming, Diane	Iss in Educ-Behav Mod 3 cr.hr. x \$500 (4 students) EDUC-113-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$1,500.00	L4/8
Harsha, Kenneth K	Accounting I 3 cr.hr. x \$600 (16 students) ACCT-102-01 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11010-5260	\$1,800.00	L4B/21
Heaton, Stephen C	College Algebra 3 cr.hr. x \$480 (27 students) MATH-108-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11050-5260	\$1,440.00	L1B/30

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PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
Hopkins, Julie	Comp Aided Drafting I (Engr) 3 cr.hr. x \$650 (4 students) DRFT-104E-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-12260-5260	\$1,950.00	L4C /11
Hopkins, Julie	Comp Aided Drafting I (Engr) 3 cr.hr. x \$650 (6 students) DRFT-104E-01 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-12260-5260	\$1,950.00	L4C/11
Keating, Bethanie F	Admin - Juvenile Justice 3 cr.hr. x \$470 (13 students) CRIM-108-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$1,410.00	L3/8
Kemper, Mary Catherine	Public Speaking 3 cr.hr. x \$480 (22 students) SPCH-111-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11022-5260	\$1,440.00	L1B/32
Kemper, Mary Catherine	Interpersonal Communication I 3 cr.hr. x \$480 (17 students) SPCH-113-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11022-5260	\$1,440.00	L1B/32
Lamb, Colin D Colin D. Lamb and Ryan J. Ruda are team- teaching PSYC-106-01 (2 cr. hr.)	Org. Leadership Development 1 cr.hr. x \$470 (7 students) PSYC-106-01 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$470.00	L3/13
Landgraf, Jeffrey J	Medical Terminology 3 cr.hr. x \$470 (14 students) EMIC-104-01 (8/14/2008-12/18/2008) 0 x 0 = 0 11-00-0000-12202-5260	\$1,410.00	L3/2
McClure, Timmey M	Gangs 3 cr.hr. x \$470 (14 students) CRIM-210-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$1,410.00	L3/2
Musick, Sidni A	High-Inter Speak/List in ESL 3 cr.hr. x \$470 (12 students) LANG-231-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11082-5260	\$1,410.00	L3/7
Neri, Juan A	Intro Computer Concepts & Appl 3 cr.hr. x \$435 (6 students) CSCI-1103-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11010-5260	\$1,305.00	L2/13

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PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
Nichols, Kip A	Bowling 1 cr.hr. x \$400 (9 students) HPER-118-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11070-5260	\$400.00	L1/14
Parks, Sharon L	Inter Speak & Listen in ESL 3 cr.hr. x \$400 (6 students) LANG-221-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11082-5260	\$1,200.00	L1/8
Pauley, Paul D	Strategic Team Building I 1 cr.hr. x \$470 (10 students) CRIM-165-01 (8/16/2008-10/3/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$470.00	L3/6
Purdy, William J.	Introduction to Social Work 3 cr.hr. x \$500 (5 students) SOCI-210-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$1,500.00	L4/2
Rainman, Valerie J	Elementary Spanish I 5 cr.hr. x \$480 (6 students) LANG-1322-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11020-5260	\$2,400.00	L1B/28
Rainman, Valerie J	Intro to Conv. Spanish I 2 cr.hr. x \$480 (15 students) LANG-130-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11020-5260	\$960.00	L1B/28
Rishel-Montez, Sabrina K	Jazz Dance 1 cr.hr. x \$400 (6 students) HPER-145-01 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11070-5260	\$400.00	L1/2
Routon, Timothy D	Machine Woodworking 3 cr.hr. x \$565.5 (5 students) INED-107-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-12280-5260	\$1,696.50	L2C/15
Routon, Timothy D	Wood Production Methods 3 cr.hr. x \$565.5 (8 students) INED-106-92 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-12280-5260	\$1,696.50	L2C/15
Ruda, Ryan James Colin D. Lamb and Ryan J. Ruda are team-teaching PSYC-106-01 (2 cr. hr.)	Org. Leadership Development 1 cr.hr. x \$470 (7 students) PSYC-106-01 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$470.00	L3/22

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PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
Rufenacht, Ross F	Gymnastics 1 cr.hr. x \$400 (13 students) HPER-152-01 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11070-5260	\$400.00	L1/1
Sisk, Bradley E	Emergency Medical Technician 12 cr.hr. x \$650 (9 students) EMRG-101-90 (8/13/2008-1/15/2009) 0 x 0 = 0 11-00-0000-12202-5260	\$7,800.00	L4C/22
Starkey, Jeffrey A.	Understanding Old Testament 3 cr.hr. x \$470 (21 students) LITR-230-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11020-5260	\$1,410.00	L3/3
Stubblefield, Robert E	Machine Woodworking 3 cr.hr. x \$470 (6 students) INED-107-03 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-12280-5260	\$1,410.00	L3/21
Thomas, Chevelle A	Pattern Study & Garment Const 3 cr.hr. x \$400 (7 students) HMEC-103-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$1,200.00	L1/2
Turner, Lynda E	College Math 3 cr.hr. x \$400 (23 students) MATH-105-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11050-5260	\$1,200.00	L1/1
Unruh, Robin R	Coun Spec Population-Addiction 3 cr.hr. x \$470 (5 students) ADDC-203-90 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$1,410.00	L3/3
Unruh, Robin R Pro-rate for 1 student/based on 4 students (\$470.00/cr. hr. x 1/4)	Field Practicum I 3 cr.hr. x \$117.5 (1 students) ADDC-1033-01 (8/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11060-5260	\$352.50	L3/3
<b>TOTAL ADJUNCT FACULTY CONTRACTS</b>		<b>\$53,365.50</b>	

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

(Presented to Payroll for Payment 10/25/08)

INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS TAUGHT
Heath, Reba M.	Certified Nurse Aide 5.01 FLC x \$470.00 (5 students) HELR-102-91 (9/3/2008 - 9/22/2008) 11-00-0000-12203-5260	\$ 2,354.70	L3/1
Heath, Reba M.	Certified Nurse Aide 5.01 FLC x \$470.00 (7 students) HELR-102-92 (9/3/2008 - 9/27/2008) 11-00-0000-12203-5260	\$ 2,354.70	L3/1
Keller, Patricia M.	Basic English 3.75 FLC x \$400.00 (17 students) ENGL-091-07 (8/13/08 - 12/11/08) 11-00-0000-11021-5260	\$ 1,500.00	L1/5
Keller, Patricia M.	English I 3.75 FLC x \$400.00 (25 students) ENGL-101-10 (8/13/08 - 12/11/08) 11-00-0000-11021-5260	\$ 1,500.00	L1/5
Landgraf, Jeffrey J.	First Responder 6.23 FLC x \$470.00 (7 students) EMIC-107-01 (8/13/08 - 12/11/08) 11-00-0000-12202-5260	\$ 2,928.10	L3/2
Mantzke, Alonna J.	Certified Nurse Aide 5.01 FLC x \$470.00 (10 students) HELR-102-93 (10/2/2008 - 11/13/2008) 11-00-0000-12203-5260	\$ 2,354.70	L3/20
Miller, Aaron J.	Introduction/Intermediate AWS Welding 3.34 FLC x \$400.00 (8 students) WELD-110-90/WELD-120-90 (8/13/08 - 12/11/08) 11-00-0000-12273-5260	\$ 1,336.00	L1/3
Miller, Sharron K.	Certified Nurse Aide 5.01 FLC x \$1,223.50 (10 students) HELR-102-01 (8/15/2008 -11/15/2008) 11-00-0000-12203-5260	\$ 6,129.74	L1L11/48
Routon, Timothy D.	Applied Music: Instrumental I/II/III/IV 1.34 FLC x \$400.00 (7 students) MUSC-102/103/203/204-90 (8/13/08 - 12/11/08) 11-00-0000-11033-5260	\$ 536.00	L1/15
Routon, Timothy D.	Applied Mus: Instr I/III-Guitar 2.68 FLC x \$400.00 (4 students) MUSC-1021/2031-90 (8/13/08 - 12/11/08) 11-00-0000-11033-5260	\$ 1,072.00	L1/15
Thompson, Kevin W.	Basic English 3.75 FLC x \$470.00 (15 students) ENGL-091-90 (8/13/08 - 12/11/08) 11-00-0000-11021-5260	\$ 1,762.50	L3/17
Thompson, Kevin W.	English I 3.75 FLC x \$470.00 (25 students) ENGL-101-90 (8/13/08 - 12/11/08) 11-00-0000-11021-5260	\$ 1,762.50	L3/17
Wilson, Robert D.	Anatomy & Physiology I 4.34 FLC x \$564.00 (26 students) BIOL-211-90 (8/13/08 - 12/11/08) 11-00-0000-11040-5260	\$ 2,447.76	L3B/57
<b>TOTAL ADJUNCT FACULTY CONTRACTS</b>		<b>\$ 28,038.70</b>	



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

(Presented to Payroll for Payment 10/25/08)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
<b><u>BEC</u></b>			
Hill, Kent S	Developmental Psychology 3 cr.hr. x \$ 564 (5 students) EDUC-110-SC (8/20/2008-12/10/2008) 0 x 0 = 0 11-00-0000-11060-5220	\$1,692.00	L3B/38
Krehbiel, Vicki L	College Skills Development 1 cr.hr. x \$ 480 (7 students) PCDE-101-SC (8/21/2008-10/9/2008) 0 x 0 = 0 11-00-0000-11083-5220	\$480.00	L1B/40
<b><u>LAKI</u></b>			
Bowser, Michael D	Public Speaking 3 cr.hr. x \$ 480 (8 students) SPCH-111-LK (8/15/2008-12/15/2008) 0 x 0 = 0 11-00-0000-11022-5220	\$1,440.00	L1B/36
<b><u>SCOT</u></b>			
Thornburg, Allen H	Wood Production Methods 3 cr.hr. x \$ 500 (9 students) INED-106-SC (8/18/2008-12/1/2008) 0 x 0 = 0 11-00-0000-12280-5220	\$1,500.00	L4/5
<b><u>SYRA</u></b>			
Hugo, Bernard	Business Math 3 cr.hr. x \$ 480 (6 students) BSAD-107-SY (8/21/2008-12/23/2008) 0 x 0 = 0 11-00-0000-11010-5220	\$1,440.00	L1B/25
<b>TOTAL OUTREACH FACULTY CONTRACTS</b>		<b>\$6,552.00</b>	

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

(Presented to Payroll for Payment 10/25/08)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>
Booth-Varnado, Stephanie S.	Creating Web Pages - The Basics (COMP904-02) 4 contact hour(s) @ \$20.00/hour (4 students) 9/30/08 - 10/7/08, T, 6:30 - 8:30 p.m. 14-00-8003-31000-5270	\$ 80.00
Brungardt, Annette J.	City/County-Effec. Interview (CONT620-02) 2 contact hour(s) @ \$30.00/hour (88 students) 10/9/08, Th, 8:00 - 10:00 a.m. 14-00-8004-31000-5270	\$ 60.00
Burrow, Dusty L.	Effective Time Manag. Workshop (PROF110-13) 2 contact hour(s) @ \$30.00/hour (11 students) 9/24/08, W, 2:00 - 4:00 p.m. 14-00-8004-31000-5270	\$ 60.00
Kolbeck, Kent M.	Forklift Safety Certification (OSHA108-02) 2 contact hour(s) @ \$33.33/hour (14 students) 9/26/08, F, 4:00 - 6:00 p.m. 14-00-8004-31000-5270	\$ 66.66
Lee, Terry J.	GCCC Leadership (TEAM500-03) 5 contact hour(s) @ \$30.00/hour (12 students) 9/19/08, F, 11:30 a.m. - 4:30 p.m. 14-00-8004-31000-5270	\$ 150.00
Unruh, Troy R.	QuickBooks Essentials (COMP701-11) 8 contact hour(s) @ \$30.00/hour (10 students) 9/16/08 - 9/18/08, T-Th, 8:00 a.m. - 12:00 p.m. 14-00-8004-31000-5270	\$ 240.00
Whetstone, Teresea F.	C.N.A. Refresher Course (ASAH101-04) 10 contact hour(s) @ \$30.00/hour (7 students) 9/12/08 - 9/13/08, F-S, 5-9:00 p.m. & 8:00 a.m. - 3:30 p.m. 14-00-8001-31000-5270	\$ 300.00
<b>TOTAL NON-CREDIT FACULTY CONTRACTS</b>		<b>\$ 956.66</b>
14-00-8001-31000-5270	\$ 300.00 (Allied Health)	
14-00-8003-31000-5270	\$ 80.00 (Bryan Education Center)	
14-00-8004-31000-5270	\$ 576.66 (Business & Industry)	

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

(Presented to Payroll for Payment 11/25/08)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
<u>MAIN</u>			
Lisk, Martha A	College Skills Development 1 cr.hr. x \$470 (17 students) PCDE-101-10 (10/13/2008-12/11/2008) 0 x 0 = 0 11-00-0000-11083-5260	\$470.00	L3/11
<b>TOTAL ADJUNCT FACULTY CONTRACTS</b>		<b>\$470.00</b>	

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

(Presented to Payroll for Payment 11/25/08)

INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS TAUGHT
Heath, Reba M.	Certified Nurse Aide 5.01 FLC x \$470.00 (8 students) HELR-102-02 (11/5/2008 - 12/17/2008) 11-00-0000-12203-5260	\$ 2,354.70	L3/1
Heath, Reba M.	Certified Nurse Aide 5.01 FLC x \$470.00 (9 students) HELR-102-97 (11/5/2008 - 12/17/2008) 11-00-0000-12203-5260	\$ 2,354.70	L3/1
Mantzke, Alonna J.	Certified Nurse Aide 5.01 FLC x \$470.00 (7 students) HELR-102-94 (11/3/2008 - 12/15/2008) 11-00-0000-12203-5260	\$ 2,354.70	L3/20
<b>TOTAL ADJUNCT FACULTY CONTRACTS</b>		<b>\$ 7,064.10</b>	

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

(Presented to Payroll for Payment 11/25/08)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
<b><u>BEC</u></b>			
Laudick, David	Interpersonal Communication I 3 cr.hr. x \$ 470 (7 students) SPCH-113-SC (8/25/2008-12/8/2008) 0 x 0 = 0 11-00-0000-11022-5220	\$1,410.00	L3/24
Wasielewski, Tamara J.	Intro to Mgmt Info Systems 1 cr.hr. x \$ 400 (4 students) CSCI-101A-SC (10/2/2008-10/30/2008) 0 x 0 = 0 11-00-0000-11010-5220	\$400.00	L1/3
<b><u>LAKI</u></b>			
Jorgensen, Eric E	Lifetime Fitness 2 cr.hr. x \$ 400 (6 students) HPER-121-LK (9/18/2008-11/8/2008) 0 x 0 = 0 11-00-0000-11070-5220	\$800.00	L1/7
<b>TOTAL OUTREACH FACULTY CONTRACTS</b>		<b>\$2,610.00</b>	

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

(Presented to Payroll for Payment 11/25/08)

INSTRUCTOR	CLASS	AMOUNT
Beckett, Janice Clydia	Selling on eBay (COMP125-09) 5 contact hour(s) @ \$20.00/hour (6 students) 10/13/08 - 10/15/08, M-W, 6:30 - 9:00 p.m. 14-00-8006-31000-5270	\$ 100.00
Beckett, Janice Clydia	Jewelry Bonanza! (SLFM111-24) 6 contact hour(s) @ \$20.00/hour (5 students) 10/18/08, S, 9:00 a.m. - 4:30 p.m. 14-00-8006-31000-5270	\$ 120.00
Beckett, Janice Clydia	Beginning Jewelry II (SLFM111-21) 2.5 contact hour(s) @ \$20.00/hour (6 students) 9/25/08, Th, 6:30 - 9:00 p.m. 14-00-8006-31000-5270	\$ 50.00
Cole, Christina M.	Pies (HMGD162-03) 3 (2 hr. + 1 hr. prep) contact hour(s) @ \$20.00/hour (10 students) 11/7/08, F, 6:30 - 8:30 p.m. 14-00-8006-31000-5270	\$ 60.00
Cole, Christina M.	Bake It! (HMGD161-05) 4 (3 hr. + 1 hr. prep) contact hour(s) @ \$20.00/hour (6 students) 11/10/08, M, 6:00 - 9:00 p.m. 14-00-8006-31000-5270	\$ 80.00
Hartley, Randall A.	Sizing Gas Pipe (TECH800-07) 3 contact hour(s) @ \$30.00/hour (30 students) 11/7/08, F, 1:00 - 4:00 p.m. 14-00-8004-31000-5270	\$ 90.00
Hartley, Randall A.	Draining & Venting (TECH800-06) 3 contact hour(s) @ \$30.00/hour (29 students) 11/7/08, F, 8:30 - 11:30 a.m. 14-00-8004-31000-5270	\$ 90.00
Lamb, Tracy E.	Personal Care Technician (ASAH111-01) 50 contact hour(s) @ \$25.00/hour (8 students) 10/1/08 - 10/31/08, T-W, 6:00 - 10:00 p.m. 14-00-8001-31000-5270	\$ 1,250.00
Lappin, Jerry B.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-35) 4 contact hour(s) @ \$30.00/hour (11 students) 10/18/08, S, 1:00 - 5:00 p.m. (Range Officer) 14-00-8033-31000-5270	\$ 120.00
Pander, Lawrence J.	H2s, Conf Space, Resp. Protect (OSHA111-03) 3 contact hour(s) @ \$33.33/hour (9 students) 11/5/08, W, 1:30 - 4:30 p.m. 14-00-8004-31000-5270	\$ 99.99
Soldner, Jerry L.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-35) 3 contact hour(s) @ \$30.00/hour (11 students) 10/18/08, S, 9:00 a.m. - 12:00 p.m. (Legal) 14-00-8033-31000-5270	\$ 90.00
Williams, Douglas B.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-35) 10 contact hour(s) @ \$30.00/hour (11 students) 10/18/08, S, 7:00 a.m. - 6:00 p.m. (Lead Instructor) 14-00-8033-31000-5270	\$ 300.00
<i>Total</i>		<u>\$ 2,449.99</u>



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

(Presented to Payroll for Payment 12/25/08)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
<b><u>MAIN</u></b>			
Heath, Reba Marie	Nursing Home Med. Aide 5 cr.hr. x \$470 (4 students) HELR-103-01 (11/8/2008-12/19/2008) 0 x 0 = 0 11-00-0000-12203-5260	\$2,350.00	L3/1
Heath, Reba Marie	Nursing Home Med. Aide 5 cr.hr. x \$470 (6 students) HELR-103-90 (11/8/2008-12/19/2008) 0 x 0 = 0 11-00-0000-12203-5260	\$2,350.00	L3/1
Koehn, Dixie L	Rehabilitative Aide 2 cr.hr. x \$500 (10 students) HELR-111-01 (10/21/2008-11/18/2008) 0 x 0 = 0 11-00-0000-12203-5260	\$1,000.00	L4/12
Miller, Sharron K	Home Health Aide 2 cr.hr. x \$1223.5 (10 students) HELR-107-01 (11/18/2008-12/17/2008) 0 x 0 = 0 11-00-0000-12203-5260	\$2,447.00	L1/L11/48
Strawder, Freddie L	Criminal Investigation II 3 cr.hr. x \$435 (9 students) CRIM-212-01 (10/28/2008-12/2/2008) 0 x 0 = 0 11-00-0000-12240-5260	\$1,305.00	L2/2
<b>TOTAL ADJUNCT FACULTY CONTRACTS</b>		<b>\$9,452.00</b>	

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**GARDEN CITY COMMUNITY COLLEGE  
ADJUNCT FACULTY CONTRACTS**

**FALL, 2008**

(Presented to Payroll for Payment 12/25/08)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>	<b>SALARY LEVEL/ SEMESTERS TAUGHT</b>
Grasser, Travis Michael	Police Firearms III 1.34 FLC x \$500.00 (4 students) CRIM-223-01 (10/1/2008 - 11/5/2008) 11-00-0000-12240-5260	\$ 670.00	L4/9
<b>TOTAL ADJUNCT FACULTY CONTRACTS</b>		<b>\$ 670.00</b>	

**GARDEN CITY COMMUNITY COLLEGE  
OUTREACH FACULTY CONTRACTS**

**FALL, 2008**

(Presented to Payroll for Payment 12/25/08)

<b>LOCATION/INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>	<b>SALARY LEVEL/ SEMESTERS TAUGHT</b>
<u>Lakin</u> Hoover, Kevin R.	Certified Nurse Aide 5.01 FLC x \$470.00 (8 students) HELR-102-LA (10/20/2008 - 12/9/2008) 11-00-0000-12203-5220	\$ 2,354.70	L3/6
<b>TOTAL OUTREACH FACULTY CONTRACTS</b>		<b>\$ 2,354.70</b>	

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

(Presented to Payroll for Payment 12/25/08)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>
Beckett, Janice Clydia	Indian Jewelry (SLFM111-25) 2.50 contact hour(s) @ \$20.00/hour (7 students) 10/28/08, T, 6:30 - 9:00 p.m. 14-00-8006-31000-5270	\$ 50.00
Beckett, Janice Clydia	Gorgeous Gemstones (SLFM111-28) 2.50 contact hour(s) @ \$20.00/hour (5 students) 11/20/08, Th, 6:30 - 9:00 p.m. 14-00-8006-31000-5270	\$ 50.00
Brennaman, Lisa V.M.	Cake Decorating (HMGD107-02) 6 (5 hr. + 1 hr. prep) contact hour(s) @ \$20.00/hour (8 students) 9/29/08 - 10/1/08, M-W, 6:30 - 9:00 p.m. 14-00-8006-31000-5270	\$ 120.00
Brennaman, Lisa V.M.	Cake Decorating (HMGD107-03) 6 (5 hr. + 1 hr. prep) contact hour(s) @ \$20.00/hour (6 students) 11/4/08 - 11/6/08, T-Th, 6:30 - 9:00 p.m. 14-00-8006-31000-5270	\$ 120.00
Pardo, Carlos F.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-36) 4 contact hour(s) @ \$30.00/hour (14 students) 11/15/08, S, 1:00 - 5:00 p.m. (Range Officer) 14-00-8033-31000-5270	\$ 120.00
Prewitt, Robert D.	Carry Concealed Handguns (8 Hour Class) (CRMJ300-36) 10 contact hour(s) @ \$30.00/hour (14 students) 11/15/08, S, 7:00 a.m. - 6:00 p.m. (Lead Instructor) 14-00-8033-31000-5270	\$ 300.00
<b>TOTAL NON-CREDIT FACULTY CONTRACTS</b>		<b>\$ 760.00</b>
14-00-8006-31000-5270	\$ 340.00 (Community Services)	
14-00-8033-31000-5270	\$ 420.00 (Public Safety)	

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

(Presented for Payment 12/2008)

**CONTRACT FOR SERVICE**

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
<b><u>Dighton – USD 482</u></b>			
Shearer Morse, Ashley M.	English I 3.75 FLC x \$375.00 (8 students) ENGL-101-DI (8/19/2008 – 12/19/2008) 11-00-0000-11021-6610	\$ 1,406.25	USD rate/1
Scheck, Rebecca M.  Pro-rate for 4 students/based on 5 students (\$375.00/FLC x 4/5)	General Chemistry 5.68 FLC x \$300.00 (4 students) CHEM-105-DI (8/14/2008 – 5/21/2009) 11-00-0000-11040-6610	\$ 1,704.00	USD rate/1
<b><u>Healy – USD 468</u></b>			
Ostmeyer, Annette I.	English I 3.75 FLC x \$375.00 (6 students) ENGL-101-HE (8/18/2008 – 12/19/2008) 11-00-0000-11021-6610	\$ 1,406.25	USD rate/3
<b><u>Holcomb – USD 363</u></b>			
Kemper, Mary Catherine	English I 3.75 FLC x \$375.00 (12 students) ENGL-101-HO (8/13/2008 – 12/11/2008) 11-00-0000-11021-6610	\$ 1,406.25	USD rate/32
<b><u>Lakin – USD 215</u></b>			
Thompson, Kevin W.	English I 3.75 FLC x \$375.00 (8 students) ENGL-101-LA (8/14/2008 – 11/6/2008) 11-00-0000-11021-6610	\$ 1,406.25	USD rate/17
Thompson, Kevin W.	English I 3.75 FLC x \$375.00 (15 students) ENGL-101-LK (8/14/2008 – 11/6/2008) 11-00-0000-11021-6610	\$ 1,406.25	USD rate/17
Vadapally, Praveen K.  Pro-rate for 1 student/based on 5 students (\$375.00/FLC x 1/5)	General Chemistry 5.68 FLC x \$75.00 (1 students) CHEM-105-LK (8/15/2008 – 5/15/2009) 11-00-0000-11040-6610	\$ 426.00	USD rate/3
<b><u>Leoti – USD 467</u></b>			
Brown, H. Joy	English I 3.75 FLC x \$375.00 (15 students) ENGL-101-LE/LT (8/14/2008 – 5/14/2009) 11-00-0000-11021-6610	\$ 1,406.25	USD rate/18
<b><u>Tribune – USD 200</u></b>			
Larkin, N. Mark	Anatomy and Physiology 5.68 FLC x \$375.00 (18 students) BIOL-210-TR (8/18/2008 – 5/13/2009) 11-00-0000-11040-6610	\$ 2,130.00	USD rate/15
Larkin, N. Mark	General Chemistry 5.68 FLC x \$375.00 (12 students) CHEM-105-TR (8/18/2008 – 5/19/2009) 11-00-0000-11040-6610	\$ 2,130.00	USD rate/15

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Ridder, Garrett J.

English I  
3.75 FLC x \$375.00 (20 students)  
ENGL-101-TR (8/18/2008 – 5/13/2009)  
11-00-0000-11021-6610

\$ 1,406.25 USD rate/2

**TOTAL OUTREACH SERVICE CONTRACTS**

**\$ 16,233.75**

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

(Presented for Payment 12/2008)

PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
<b><u>Dighton - USD 482</u></b>			
Felker, Amy F	College Algebra 3 cr.hr. x \$375 (7 students) MATH-108-DI (8/14/2008-5/21/2009) 11-00-0000-11050-6610	\$1,125.00	USD rate/7
<b><u>Healy - USD 468</u></b>			
Brooks, Brian W	College Algebra 3 cr.hr. x \$150 (2 students) MATH-108-HE (8/15/2008-5/13/2009) 11-00-0000-11050-6610	\$450.00	USD rate/7
	Pro-rate for 2 students/based on 5 students (\$375.00/cr. hr. x 2/5)		
<b><u>Holcomb - USD 363</u></b>			
Barrett, Jennifer L	College Algebra 3 cr.hr. x \$375 (15 students) MATH-108-HC/HO (8/13/2008-5/21/2009) 11-00-0000-11050-6610	\$1,125.00	USD rate/5
Hagman, Katherine Kay	American Government 3 cr.hr. x \$375 (13 students) POLS-105-HO (8/13/2008-5/21/2009) 11-00-0000-11060-6610	\$1,125.00	USD rate/4
Kemper, Mary Catherine	Public Speaking 3 cr.hr. x \$375 (6 students) SPCH-111-HO (8/13/2008-12/11/2008) 11-00-0000-11022-6610	\$1,125.00	USD rate/32
Kennedy, Stanley R	Intro to Criminal Justice 3 cr.hr. x \$225 (3 students) CRIM-101-HO (8/18/2008-5/22/2009) 11-00-0000-12240-6610	\$675.00	USD rate/1
	Pro-rate for 3 students/based on 5 students (\$375.00/FLC x 3/5)		
<b><u>Lakin - USD 215</u></b>			
White, Blain E	American Government 3 cr.hr. x \$375 (8 students) POLS-105-LK (8/15/2008-12/15/2008) 11-00-0000-11060-6610	\$1,125.00	USD rate/5
<b><u>Leoti - USD 467</u></b>			
Breitkreutz, Betsy A	College Algebra 3 cr.hr. x \$375 (10 students) MATH-108-LE (8/14/2008-5/14/2009) 11-00-0000-11050-6610	\$1,125.00	USD rate/28
Conard, Julie D	Public Speaking 3 cr.hr. x \$375 (11 students) SPCH-111-LE (8/14/2008-12/18/2008) 11-00-0000-11022-6610	\$1,125.00	USD rate/14
<b><u>Tribune - USD 200</u></b>			

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PROVIDER/INSTRUCTOR	CLASS	AMOUNT	SALARY LEVEL/ SEMESTERS
St John, Joyce E	American History to 1865 3 cr.hr. x \$375 (20 students) HIST-103-TR (8/18/2008-12/18/2008) 11-00-0000-11020-6610	\$1,125.00	USD rate/10
Woelk, Angela L.	General Psychology 3 cr.hr. x \$375 (16 students) PSYC-101-TR (8/18/2008-5/19/2009) 11-00-0000-11060-6610	\$1,125.00	USD rate/2
TOTAL OUTREACH SERVICE CONTRACTS		\$11,250.00	

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**GARDEN CITY COMMUNITY COLLEGE  
PAYMENTS TO OUTREACH COORDINATORS  
FALL SEMESTER 2008  
Presented to Payroll for Payment 12/25/08**

Location	Coordinator	Total Student Cr. Hr.	Rate of Pay	Salary	Contract Totals
Deerfield	Amy R. DeLaRosa	84	\$6.52/cr. hr.	\$ 547.68 <u>200.00</u> Base	\$ 747.68
Dighton/ Healy	Debra D. Dowell	89	\$6.87/cr. hr.	\$ 611.43 <u>200.00</u> Base	\$ 811.43
Holcomb	Jennifer L. LaSalle	147	\$5.91/cr. hr.	\$ 868.77 <u>200.00</u> Base	\$ 1,068.77
Leoti	Janis M. Kreutzer	108	\$6.75/cr. hr.	\$ 729.00 <u>200.00</u> Base	\$ 929.00
Syracuse	Ron Ewy	151	\$6.04/cr. hr.	\$ 912.04 <u>200.00</u> Base	\$ 1,112.04
Tribune	William H. Wilson	369	\$6.15/cr. hr.	\$2,269.35 <u>200.00</u> Base	\$ 2,469.35
<b>TOTAL OUTREACH COORDINATOR PAYMENTS</b> 11-00-0000-42002-5220					<b>\$ 7,138.27</b>

**GARDEN CITY COMMUNITY COLLEGE  
SERVICE CONTRACT PAYMENTS TO OUTREACH COORDINATORS  
FALL SEMESTER 2008  
Presented for Payment 12/2008**

Location	Coordinator	Total Student Cr. Hr.	Rate of Pay	Salary	Contract Totals
<u>LAKIN</u> USD 215	Praveen K. Vadapally	201	\$6.04/cr. hr.	\$1,214.04 <u>200.00</u> Base	\$ 1,414.04
<b>TOTAL OUTREACH COORDINATOR PAYMENTS</b> 11-00-0000-42002-6610					<b>\$ 1,414.04</b>

c: BOT  
Ballantyne  
Payroll  
Brungardt

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**GARDEN CITY COMMUNITY COLLEGE  
PAYMENTS TO OUTREACH CENTERS  
FOR FACILITY USAGE \*  
FALL SEMESTER 2008  
Presented for Payment 12/2008**

<b>Location</b>	<b>Total Student Cr. Hr.</b>	<b>Rate of Pay</b>	<b>Total</b>
<u><b>LAKIN</b></u>			
USD 215	39	\$5.00	\$ 195.00
 <u><b>SCOTT CITY</b></u>			
USD 466	36	\$5.00	\$ 180.00
 <u><b>SYRACUSE</b></u>			
First National Bank	18	\$5.00	\$ 90.00
 <b>TOTALS</b>	 <b>93</b>		 <b>\$ 465.00</b>

11-00-0000-42002-6620

\* Based on Total Non-Concurrent Student Credit Hours

c: Brungardt  
Ballantyne  
Wigner  
Vagher (P.O.'s)

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**MEMORANDUM**  
**Garden City Community College**  
**Office of the President**

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**TO:** GCCC Board of Trustees

**FROM:** Carol E. Ballantyne, Ph.D.

**DATE:** December 3, 2008

**RE:** Result of Reopened Negotiations

Agreement was reached with The Garden City Community College Higher Education Association regarding amendments to the 2006-2009 Negotiated Agreement. The changes agreed upon are as follows:

Article III. Salary and Wages – the change reduced the amount of flex-time an instructor receives for teaching an internet course. Instructors will receive one hour of release time per credit hour taught per week instead of two hours release time per credit hour taught.

Article V. Amounts of Work, Section A. Professional Workload – this is a change in wording that clarifies the calculation to be used when determining additional compensation for large class size.

Article VIII. Early Retirement Program – the change increases the monthly premium amount paid toward group health insurance coverage for retirees on the college group plan.

Article IX. Insurance Benefits, Section D. Health Insurance- the change increases the monthly amount paid toward faculty health insurance to employee-only premium not to exceed \$417.65 per month.

Appendix B. Criteria for Placement and Advancement on the Salary Schedule. Level II – the change clarifies the amount of experience required for Specialized Career Field instructor.

DURATION  
OF  
AGREEMENT

The Board of Trustees of The Garden City Community College (hereinafter referred to as the "Board") and the Garden City Community College Higher Education Association, as representative of the Professional Employees (as defined in K.S.A. #72-5413) of the Garden City Community College, enter into this Agreement covering the terms and conditions of professional service for the school years 2006-2007, 2007-2008, and 2008-2009. During this period, the Agreement may only be reopened by or amended by the written consent of both parties.

AMENDMENT TO NEGOTIATED AGREEMENT

The Negotiated Agreement dated June 14, 2006 was amended by mutual consent of the parties as follows:

Article III. Salaries and Wages, Section N. Internet Instruction for Non-EduKan Courses, page 12

Article V. Amounts of Work, Section A. Professional Workload, page 15

Article VIII. Early Retirement Program, Section A. Group Health Care Benefits for Retirees, page 22

Article IX. Insurance Benefits, Section D. Health Insurance, page 24

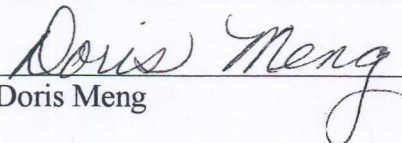
Appendix B. Criteria for Placement and Advancement on the Salary Schedule, Level II, page 32

... with the amendments to be effective the 10<sup>th</sup> day of December, 2008. All terms and conditions of the Negotiated Agreement not amended shall remain in full force and effect.

**ATTEST:**

**DATED** at Garden City, Kansas this 10<sup>th</sup> day of December, 2008.

THE GARDEN CITY COMMUNITY COLLEGE  
HIGHER EDUCATION ASSOCIATION

By   
Doris Meng

THE GARDEN CITY COMMUNITY COLLEGE  
BOARD OF TRUSTEES

By \_\_\_\_\_  
Ron Schwartz



**From:** Scott Smythe  
**Sent:** Friday, November 21, 2008 12:21 PM  
**To:** Kevin Brungardt; Carol Ballantyne; Dee Wigner  
**Subject:** **RE: HSPN 2009-2014 (High Southwest Plains Network)**

I have reviewed this document and I feel for the cost of what we are getting, 15 Mb of bandwidth for our data, and 12Mb of bandwidth for our ITV classroom it is worth the cost. This is the connection that I wanted to utilize for our bandwidth increase and push all the staff and faculty over to.

From what I can see in the contract for technical needs everything looks in order.

Thank You,

Scott Smythe  
Director of Information Technology  
Garden City Community College

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**From:** Kevin Brungardt  
**Sent:** Friday, November 21, 2008 7:56 AM  
**To:** Carol Ballantyne; Scott Smythe  
**Subject:** FW: HSPN 2009-2014

Carol and Scott,

I received this from Carol Swinney to see if we can place it on the agenda for the December board meeting. Of course, I would like for Scott to look it over to see if he has any recommendations.

Thanks

Kevin

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**From:** Carol Swinney [mailto:[cswinney@swprsc.org](mailto:cswinney@swprsc.org)]  
**Sent:** Wednesday, November 19, 2008 2:14 PM  
**To:** Kevin Brungardt  
**Subject:** HSPN 2009-2014

Kevin,

The 2004-09 contract for the HSPN network ends on June 30, 2009. In order for us to meet filing deadlines, we must complete our 2009-2014 contract negotiations in the next few weeks.

Attached is a Letter of Intent that your Board of Trustees needs to consider in December. I have also attached a "fact sheet" to help you and your board better understand our IDL network. I would be happy to meet with you and / or your board to answer any questions they might have.

Please don't hesitate to call with any questions.

Carol J. Swinney  
Director of Distance Learning  
SWPRSC Sublette  
Cell phone: 620-353-8876

## HSPN Fact Sheet

### November 2008

#### HSPN History:

HSPN was established as the first interactive television network in the state of Kansas in 1989. The network began with 9 school districts and two special education cooperatives. In the first 15 years of this partnership several new members were added. Our original contract was completed June 30, 2004. The original J-series digital technology was replaced by newer, more bandwidth efficient MPEG2 technology.

#### 2004 – 2009 Contract Costs

Telecommunications	\$22,803
Administration	<u>\$7,500</u>
Actual total cost:	\$30,303

#### 2009 – 2014 Contract Costs

Telecommunications	\$10,500
Administration	<u>\$7,500</u>
Estimated Total Cost	\$18,000

#### HSPN Membership 2004 - 2009 (\*original member)

Cimarron	*Rolla
*Deerfield	Scott City
Dodge City	Spearville
*Elkhart	*Ulysses
Garden City	GCCC Garden City
Holcomb	SCCC / ATS Liberal
*Hugoton	*SKACD Ensign
Ingalls	*SWPRSC Sublette
*Lakin	*Pioneer Communications Ulysses

#### Network Technology

- MPEG2, high quality digital transmission
- Supportable through 2014
- High Quality Video
- Compatible with statewide video networks via IP H.323 gateways

#### Bandwidth Support

- DS3 at each HSPN location (DS3 is equivalent to 27 T-1 lines)
- Sufficient bandwidth to support video network, public Internet and additional video-conferencing units.
- The DS3 bandwidth allows simultaneous broadcast of MPEG2, H. 323 and public Internet access at no additional charge.
- DS3 provides direct access to the Kan-ed statewide network



### Video Conferencing

- Each current member of HSPN received a Polycom video conferencing unit through a Kan-ed grant.
- These units can be operated simultaneously with the regular IDL classroom, utilizing the DS3 bandwidth to provide
  - Enrichment opportunities, i.e., Kansas Distance Learning Week sessions
  - 2<sup>nd</sup> IDL classroom
  - Connectivity outside the HSPN network
- 75 – 100 video conferences per year
  - KSDE
  - Statewide trainings
  - Meetings

### Network Services

- 20 – 25 daytime classes
- 250 high school students
- Current HS classes include:
  - Spanish
  - French
  - HS physics
  - CNA Training
- Concurrent credit classes include:
  - College Psychology
  - College Sociology
  - College Algebra
  - College Comp I, II
- Evening College Classes
  - 5 – 10 per semester
  - 50 – 100 students
  - Includes GCCC, SCCC, DCCC, KSU, KU

For further information contact

Carol J. Swinney, HSPN Network Coordinator

[cswinney@swprsc.org](mailto:cswinney@swprsc.org)

Cell phone: 620-353-8876

### Letter of Intent

Whereas, the previously executed contract for High Southwest Plains Network expires on June 30, 2009, it is the intention of Garden City Community College to enter into a new contract with Southwest Plains Regional Service Center to provide interactive video services through the High Southwest Plains interactive television Network.

#### **Annual Telecommunications fee**

The previous contract (July 1, 2004 – June 30, 2009) included the construction, installation, transport equipment and maintenance of the HSPN Network provided by Pioneer Telephone Association, Elkhart Telephone Company, Sunflower Telephone Company and United Telephone Association.

It has been determined that the MPEG2 technology that was installed in 2004 remains a viable and reliable transport for our network needs. Therefore, the new contract for existing members (July 1, 2009 – June 30, 2014) requires only the payment of maintenance of the current technology.

This figure is based on the current number of HSPN sites and would vary with the final number of sites participating in the new contract.

**\$10,500**

#### **Annual Administrative Fee:**

This fee includes HSPN related services provided by Southwest Plains Regional Service Center and includes network administration, technical support, recruitment and training of IDL instructors and facilitators, as well as intra- and inter- network scheduling. The HSPN Administrative Team will organize and facilitate collaborative efforts within HSPN and serve as liaison and representative with the Kansas Association of Interactive Distance Education (KAIDE) and within the Kan-ed statewide network.

**\$7,500**

**Total annual fee (projected): \$18,000**

Whereas, the term of this contract will begin July 1, 2009 and extend through June 30, 2014. The President and Clerk of the Board be authorized and directed to execute any and all documents necessary to fulfill this resolution.

Adopted by the Board of Trustees of Garden City Community College, Finney County, Kansas, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

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President, GCCC Board of Trustees

ATTEST:

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Deputy Clerk, GCCC Board of Trustees



## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made and entered into as of this \_\_\_\_\_ day of December, 2008, by and between the Board of County Commissioners of Finney County, Kansas, and the City of Garden City, Kansas, City of Holcomb, Kansas, Garden City Community College, Pierceville Township and Garfield Township.

### **RECITALS:**

1. The parties to this Memorandum of Understanding desire to cooperatively and jointly fund the acquisition of a new Motorola P-25 Communications System having an estimated cost of \$2.3 million.
2. Finney County, on behalf of the parties, will sign a purchase agreement with Motorola, Inc.
3. Finney County will utilize \$900,000.00 from its Emergency 911 Services fund for partial payment of the costs associated with acquisition of the new system, leaving a balance of approximately \$1.4 million to be financed by the parties hereto.
4. Finney County will enter into a seven-year lease purchase agreement with a local lending institution to finance the balance of the purchase cost for the new system.
5. The first payment on the lease purchase agreement will be due in 2010.
6. Each party has, prior to this date, determined its willingness and authority to participate in the purchase and financing of the P-25 Communications System.

### **NOW, THEREFORE, it is agreed by the parties:**

1. Each party agrees that Finney County, on behalf of all parties, shall sign a purchase agreement with Motorola, Inc., and that Finney County shall sign the seven-year lease purchase agreement with a local lending institution.
2. Each party agrees to participate in paying its proportionate share of the annual lease purchase obligation beginning in 2010 with each party responsible for a percentage of the debt based upon the party's percentage of radio equipment purchased, as estimated in the attachment hereto incorporated herein by reference and marked exhibit A.
3. Upon determination of the final actual cost for the Motorola P-25 Communications System purchase and the terms of the lease purchase agreement with a local lending institution, the parties agree to enter into an Interlocal Agreement to formalize the terms of this Memorandum of Understanding.

This Memorandum of Understanding is hereby approved by the parties below.

City of Garden City, Kansas

City of Holcomb, Kansas

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Mayor

Pierceville Township, Kansas

Garfield Township, Kansas



RADIO EQUIPMENT SUMMARY BY DEPARTMENT-ESTIMATE

Rotate page  
with little arrow!  
😊

ENTITY														
TOTAL RADIO UNITS AND COST FOR EACH DEPARTMENT														
RADIO TYPE/ UNIT COST	GCPD	FISO	HPD	GCCC	GCFD	HFD	EMS	EMA	GCPW	FICOPW	HPW	GARTWP	PVILLTWP	TOTAL
XTS1500 \$1,606.89	35 \$56,241.15	4 \$6,427.56		6 \$9,641.34						6 \$9,641.34			2 \$3,213.78	53 \$85,165.17
FIRE XTS1500 \$1,616.84					36 \$58,206.24	15 \$24,252.60								51 \$82,458.84
XTS2500 \$3,220.24							25 \$80,506.00		10 \$32,202.40	7 \$22,541.68				42 \$135,250.08
XTS2500-FIRE \$3,281.77					12 \$39,381.24			7 \$22,972.39						19 \$62,353.63
XTS2500-P-SAFENCRYP \$3,886.38	30 \$116,591.40	20 \$77,727.60	4 \$15,545.52											54 \$209,864.52
XTS2500-P-ENCRYPREADY \$3,344.04		36 \$120,385.44												36 \$120,385.44
XTL1500 MOBILE \$1,966.44				1 \$1,966.44		3 \$5,899.32				70 \$137,650.80	4 \$7,865.76	6 \$11,798.64	3 \$5,899.32	87 \$171,080.28
XTL1500 CONTROL STATION \$2,103.68			1 \$2,103.68		2 \$4,207.36					1 \$2,103.68	1 \$2,103.68			5 \$10,518.40
XTL2500 DASH MOBILE \$3,251.24	43 \$139,803.32	41 \$133,300.84	4 \$13,004.96					2 \$6,502.48		10 \$32,512.40				100 \$325,124.00
XTL2500 REMOTE MOBILE \$3,384.10					19 \$64,297.90		1 \$3,384.10							20 \$67,682.00
XTL2500 DUALCONTROL HEAD \$3,948.39					2 \$7,896.78		.0 \$0.00							2 \$7,896.78
XTL2500 CONTROL STATION \$3,288.47								5 \$16,442.35						5 \$16,442.35
XTL2500 MOTORCYCLE RAD \$3,277.70	4 \$13,110.80													4 \$13,110.80
TOTAL RADIOS	108	101	9	7	71	18	26	14	10	94	5	6	5	474
TOTAL RADIO COST BY DEPARTMENT	\$325,747	\$337,841	\$30,654	\$11,608	\$173,990	\$30,152	\$83,890	\$45,917	\$32,202	\$204,450	\$9,969	\$11,799	\$9,113	\$1,307,332
SUPPORT EQUIPMENT DEFICIT	\$72,788													\$72,788
CONTINGENCY FUND	\$70,000													\$70,000
GRAND TOTAL TO BE FINANCED (AFTER 911 FUND DOWN PAYMENT)														\$1,450,120

COST BY ENTITY	%TOTAL		SHARE OF DEBT SERVICE 5-YEAR W/\$362,745 DEBT SERVICE LESS \$50,000 911 PAYMENT	SHARE OF DEBT SERVICE 7-YEAR W/\$263,725 DEBT SERVICE LESS \$50,000 911 PAYMENT	SHARE OF DEBT SERVICE 10-YEAR W/\$193,615 DEBT SERVICE LESS \$50,000 911 PAYMENT
Garden City	\$531,939	40.69%	\$127,252.37	\$86,962.26	\$58,435.30
Finney County	\$672,099	51.41%	\$160,782.00	\$109,875.88	\$73,832.38
Holcomb	\$70,776	5.41%	\$16,931.19	\$11,570.51	\$7,774.94
GCCC	\$11,608	0.89%	\$2,776.86	\$1,897.66	\$1,275.16
Garfield Township	\$11,799	0.90%	\$2,822.52	\$1,928.86	\$1,296.12
Pierceville Township	\$9,113	0.70%	\$2,180.07	\$1,489.83	\$1,001.11
TOTAL	\$1,307,332	100.00%			

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**M E M O R A N D U M**  
**Garden City Community College**  
**Office of the President**

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**TO:** GCCC Board of Trustees

**FROM:** Carol E. Ballantyne, Ph.D.

**DATE:** December 3, 2008

**RE:** Media Lab Renovations

Requests for Proposals have been issued on the Media Lab remodel project. The project involves rearranging existing space to create a newspaper editing room, a master control room and a television studio. The journalism lab and radio studio will be remodeled. A contractor's meeting was held Monday, December 1. Bids are due back Wednesday, December 10. It is difficult to estimate the cost of the project because of the number of sub-contractors involved. If the bids come in over \$20,000, the Board will be asked to approve the project at the December Board meeting.

## DECEMBER 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 Great Western Dining – 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:

None to report

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

- Check #183485 to Blue Cross – Blue Shield of Kansas for \$131,300.63 for November health insurance premiums.
- Check #184014 to American Express for \$12,266.35 for various charges.
- Check #183506 to GMCN Architects for \$25,360.87 for architect fees for professional services on the Penka Addition and the Fouse remodel. The Board previously approved these projects.
- Check #183538 to Tatro Plumbing Co. Inc. for \$120,441.00 for partial payment towards the new boilers and make up air unit. This purchase was approved by the Board at the July 2008 board meeting.
- Check #183539 to U Pump It for \$11,443.99 for fuel charges.
- Check #183717 to EduKan for \$16,500.00 for Fall 08 Session 2 enrollment.
- Check #183801 to Jeffery Huffman for \$10,400.00 for a travel advance for the men's soccer team trip to Phoenix for the national championship tournament.
- Check #183836 to Great Western Dining for \$80,925.16 for various invoices.
- Check #183941 to City of Garden City for \$45,679.30 for utilities.

## DECEMBER 2008 MONITORING REPORT

### EXECUTIVE LIMITATIONS

SEMI-ANNUAL

#### Financial Condition

#1

Page 10

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

- a. Fail to maintain a reserve of at least 20 percent**
- b. Fail to maintain the capital improvement fund at \$500,000.**

**CEO's Interpretation and its justification:** The President will not exceed the working budget approved by the Board. The President will also ensure that the carry-over (reserve) is at least 20% of the working budget for the General Fund and \$500,000 for the Capital Fund.

**Data directly addressing CEO's interpretation:** Financial reports are prepared and monitored closely during the year and especially during May and June. Yearend spending is determined by the amount of working budget remaining after all paid and encumbered expenses.

Cash reserves are based on the current year's expenditures. The cash balance is monitored closely to assure that a minimum of 20% of current year's expenditures remains in the account. For fiscal year 08, we maintained a 30% carryover or approximately \$4,656,983.

At yearend, the Capital Outlay cash balance is maintained at \$500,000.

### EXECUTIVE LIMITATIONS

SEMI-ANNUAL

#### Financial Condition

#2

Page 10

**The President shall not use cash reserves.**

**CEO's Interpretation and its justification:** The cash reserves shall be maintained at 20% of the current operating budget for the General Fund and \$500,000 of the current Capital Fund.

**Data directly addressing CEO's interpretation:** The Board approves the working budget based on projected revenues. Revenues are monitored closely throughout the year. If revenues do not meet expectations, expenses are adjusted accordingly. The Board receives a monthly cash report and financial statements indicating the amount of cash on hand.

During FY 07-08 the President asked for \$700,000 from the carryover to be approved in the General Fund in order to ease the way for reduction in spending. We spent approximately \$40,000 and left \$666,000 to be carried over into next year. For the 08-09 budget, we asked that \$650,000 in carryover be used for general fund expenses and that \$400,000 in carry over dollars be used to pay for a replacement bus, a replacement boiler and a new boiler.

### EXECUTIVE LIMITATIONS

SEMI-ANNUAL

#### Financial Condition

#3

Page 10

**The President shall not fail to develop additional revenue sources for capital improvement projects.**

**CEO's Interpretation and its justification:** The President must stay apprised of any possible sources of funding that can assist with capital improvement projects.

**Data directly addressing CEO's interpretation:** The president receives updates from the Legislature regarding potential revenue for capital projects. In addition, college administrators receive national publications regarding grants and funding opportunities. We are working on an alumni program that should help us when we are ready to look at a Capital campaign. Personnel are going through the old microfiche to put people on spreadsheets. We will compare them with Datatel and Endowment records. The president is working on plans to help determine which project will be the best to start a Capital campaign.

The renovation of the Science and Math building, Finnup lab and lecture halls in the Academic Building and the Science and Math Building will be part of the State's no interest loan program and will be paid for with dollars from the tax credits.



11-11-08

Dear Judy Crynble Dean of the Technical  
Education Department

Again rumors are that the top  
official executives of Garden City  
Community College want to dismantel  
the Machine Woodworking Department.

The clientele of this department  
are taxpayers of Garden City, Kansas and  
Finney County. My husband Roy Reed  
owns farmland in Finney County.

Instructors beginning with Doug Foltz  
taught me how to recycle furniture  
making the old new again.

Please use your influence to  
keep this department intact.

A student of the Woodworking Class  
Moni Reed

PO Box 381  
Cimarron, Kansas 67835  
620-855-3108

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

**From:** Perkins, Janie [mailto:JPerkins@gckschools.com]  
**Sent:** Thursday, November 06, 2008 8:55 AM  
**To:** Carol Ballantyne  
**Subject:** **Pittsburg State Articulation agreement**

Dr. Ballantyne,  
Thank you, for the invitation. I should be able to attend.

I also wanted to thank you, for inviting me to the Legislative Dinner, last night. I feel this type of discussions bring problems to the surface and it's up to all of us to find the solutions. I hope to see your board members at the Regents' meetings in the future.

Thank you, for all you do with our Community College and in our community. I feel that a Community College is what helps each community thrive!

Please, let me know if I can be of service to you and our Community College.

Best Regards,  
Janie

Juana "Janie" Perkins  
Supplemental Programs Coordinator  
Garden City USD #457  
1205 Fleming  
Garden City, KS 67846  
620-805-7172  
jperkins@gckschools.com

"We are never really happy until we try to brighten the lives of others."  
Helen Keller (1880-1968)

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**From:** Carol Ballantyne [mailto:carol.ballantyne@gcccks.edu]  
**Sent:** Wed 11/5/2008 10:01 AM  
**To:** Barb Larson; beth.tedrow@gcccks.edu; Carol E. Ballantyne (cballantyne@gcccks.edu); Catherine McKinley; darla.daniels@gcccks.edu; deanna.mann@gcccks.edu; dee.wigner@gcccks.edu; John Schafer; judy.crymble@gcccks.edu; kevin.brungardt@gcccks.edu; lenora.cook@gcccks.edu; Robert Larson; Ryan Ruda; steve.quakenbush@gcccks.edu  
**Cc:** Perkins, Janie  
**Subject:** **Pittsburg State Articulation agreement**

I have arranged to have the signing at the KBOR meeting room on **February 11 at 10:30 am. I am also going to ask Janie Perkins to be there for the photo opportunity.** I think several of you should also be there.



**Incidental Information  
GCCC Board of Trustees  
December, 2008**

November 19<sup>th</sup> found **570 high school juniors and seniors representing twenty-one western Kansas high schools** visiting the GCCC campus for an in- depth experience in transfer or career- technical programs of their choice. High enrollment areas included Nursing and Allied Health, Department of Public Safety, The day featured a tour of the campus, lunch, and two hours of hands-on learning. Hats off to the more than 100 instructors and staff members who coordinated all activities to make the day a total success!

The annual **Superintendent/Principal/Counselor Day meeting** brought service area high school leaders to campus to discuss a variety of issues including concurrent enrollment, distance learning opportunities, technical program articulation agreements, and providing our partners with an update on campus initiatives.

**Six students graduated on December 1<sup>st</sup> from the GCCC Paramedic program.** The graduates, who used distance learning technology for the didactic portion of the program, were from Dodge City (1 student), Plains (2 students), Lakin (1 student), and Garden City (2 students). These students have successfully completed their AAS degree and are preparing for their National Registry test.

The new **Paramedic class started in October with seven students** participating – 2 Goodland students, 3 Liberal students, and 2 Garden City students.

The 4th annual **Guys and Girls in Engineering, Math and Science (GEMS) career exploration workshop for seventh grade girls and boys** from Dighton, Deerfield, Holcomb, Garden City and students who are home schooled was held on December 2<sup>nd</sup> and 3<sup>rd</sup>. Linda Holmquist coordinated the event that included over 60 volunteers from a variety of businesses, industries, and community service agencies. Ana Guadalupe Lazarin, the keynote speaker, was a graduate of Ulysses High School, earned her AS degree in Science from GCCC, and is currently a WSU Industrial Engineering student. Students participated in a variety of hands-on activities to experience how math, science, engineering and technology are used in the world of work. Women professionals led the girls' sessions while men were the instructional leaders for the boys. Students were encouraged to identify their interests, aptitudes, and abilities, set goals and then put a plan together – an education pathway to their future. Instructors and counselors expressed pleasure with the day's activities and plan to use GEMS as a basis for helping students answer the question: "Where in the world will I use what you're teaching me today?"

Criminal Justice students in the GCCC Department of Public Safety have assisted the Garden City Police Department with traffic control for most of Garden City's seven annual parades this year.

The 2008 winter performance of the GCCC Concert Band Dec. 4 included the premiere presentation of **a new piece of music written by Jim McAllister, director of bands.** Called Fantasia on the Coventry Carol, it is based on a traditional holiday selection from the 1500s.

Detroit jazz singer **Kathy Kosins headlined a recent concert by the GCCC Jazz Ensemble,** blending her voice with instrumental music provided by student musicians from Dighton, Holcomb, Barnard, Kalvesta, Sublette and Garden City. The evening also included performances by GCCC employee and guitarist Tim Routon, GCCC Band Director Jim McAllister and others.

The December 2008 edition of a national magazine for entrepreneurs, called Inc., quoted advice from Pat Veasart in a four page Guidebook section article entitled “How to Conduct Annual Employee Reviews.” Veasart, regional director of the Kansas Small Business Development Center at GCCC, **shared points on setting benchmarks for employee performance management**, as one of several public and private sector authorities cited around the nation.

Members of the GCCC Black Student Union have **provided assistance throughout the season to merchants and citizens across the Garden City community**, including help stringing Christmas lights in Stevens Park and for 12 downtown businesses. The group is also helping with yard work and home relocation tasks for GCCC Allied Health Coordinator Sarah Wells, who lost her Sublette home recently in a fire.

Men’s Soccer Team played in the National Soccer Tournament and finishing **4<sup>th</sup> in the nation**. Women’s Cross Country finishing **3<sup>rd</sup> in the conference, 5<sup>th</sup> in the region and 12<sup>th</sup> in the nation**, along with the men winning both the conference, region and taking **3<sup>rd</sup> in the nation**. Our Cross Country coach, Dan Delgado, was named “**Coach of the Year**” for the second time in his four year reign as our head coach.

The **Penka expansion** is on schedule. The addition is nearly water tight and inside walls are being erected. Dialog regarding interior finish materials and colors continues with architect.

The **old MCI bus** was sold to the only bidder. It was purchased by a local mechanic that plans to convert the bus into a camper.

“**Deep Cleaning**” continues in various buildings across campus; eventually, all will be touched.

**On-line employee pay advice process** has been upgraded so that pay stubs can be printed in PDF. Approximately 225 people receive pay by direct deposit.

Work continues on the **on-line registration process**. The process should be complete by the end of the fall semester.

Student Support Services (SSS) has an increasing number of students who are still building their English Skills. SSS has purchased Merit Software at the recommendation of Jeanie Ferguson, GCCC ESL Instructor. The Merit Software will assist SSS students in **building their vocabulary, grammar, and other English Language skills**. The software will be available through the SSS Success Lab four evenings a week from 7-9:30.

We ended our second year in the **Project Destiny** grant on Sept. 30 with outstanding numbers. We served 65 students in the HEP Program in Garden City, Ulysses, Lakin, Syracuse and Scott City exceeding the number of students established in the grant by 45. We had 20 graduates from all sites.

**KSBDC Agreements for outreach centers** in Liberal and Dodge City are being finalized and will add two full-time consultants to the SBDC staff thus increasing the ability to serve clients in a timely manner. This is being done at no additional cost to GCCC. The funding for this project will come from state allocated funds and the partnering agencies in Liberal and Dodge City.

The 2007-08 **Educational Talent Search Annual Performance Report** is complete and has been submitted to the Department of Education. The GCCC ETS program served more 650 students last year and raised its measurable objectives in all areas as compared to last year's report. More than 77% of the 98 seniors in ETS graduating from high school enrolled in college this year. Of these 76 ETS students, 43 currently are attending Garden City Community College.

Nine students attended a college visit to the University of Kansas. They met with academic advisors in their major area of interest. Four students attended a college visit to Kansas Wesleyan University in Salina and met with financial aid, admissions, and an academic advisor in their field of interest. One student attended a college visit to K-State Salina.

Abraham Rodriguez, an ETS senior at GCHS, is a finalist for the \$44,000 Clay Barton Scholarship in the Barton School of Business at Wichita State University.

November was a fairly quiet month for **Personal Enrichment**. Jewelry and Cake Decorating ruled the month and in all the classes that made we had 30 enrollments. **FCYP** (Finney County Young Professionals) had a successful two months with a fun Monthly Mingle at Ward's Garden Café. We listened to a presentation about the bond issue presented by members of the school board. Then we went to Samy's Spirits and Steakhouse for our November Monthly Mingle. Karaoke was provided by Kansas' Best DJs and a group of about 20 young professionals mingled. Scaryoke was held at the Grain Bin on Oct. 24 with a few of the YPs dressed in costume. December's Monthly Mingle will be at Perry's Home Cooking in Holcomb.

## **Fall 2008 Athletic Program Review**

The fall 2008 GCCC athletic programs have done a good job of representing both the college and the community very well. All of our fall athletic teams qualified to compete for NJCAA Region IV national competition.

**The Broncbuster Football Team**, under second year Head Coach Lucas Aslin, finished the 2008 season with a 6-4 record, the Busters finished the regular Jayhawk Conference season with a 6-3 record that garnered them a tie for third in the conference and a fourth seed in the NJCAA Region IV National Play-offs.

Coach Aslin's football team was represented on the 2009 All Jayhawk Conference football team this year with: 1<sup>st</sup> team Quarter Back Eugene Smith, Offensive Guard Ray Carter, on second team was Wider Receiver Cameron Kenney and Tail Back Ryan Smith, Offensive Guard Brad Youngers, Wide Receiver Adrian Jones, Wide Receiver Cameron Horesky, and Offensive Tackle Marcus Cann were named to the Honorable Mention team. The Broncbuster defense was led by Defensive Tackle, Terry Vaughn named to the second team and, Line Backer Aaron Anderson, Line Backer J.J. Williams, and Line Backer Jarrett Hernandez. In the spring we have returning 73 total players; 51 in-state players and 22 out-of-state players.

**The Garden City Women's Cross Country Team** finished 3<sup>rd</sup> in the Western Division of the KJCCC; and finished 5th in the Region VI meet held at Colby County Community College. They had a strong showing at the Nationals Meet held in South Carolina where the Busters finished 12th in the NJCAA.

Our women had Margo McNutt that was named to the Region VI All-Academic team, to the NJCAA Coaches Association Academic All-American and also to the NJCAA Academic All-American.

The women will have two girls returning-- one from in-state and one from out-of-state.

**The Men's Cross Country Team** had an outstanding year as Coach Delgado was named "Coach of the Year" again; his second in four years. His team was the Jayhawk West Champions as well as Region VI Champions. The team also competed very well at the National Tournament where they finished 3<sup>rd</sup> in the nation. The men were led by first team All Region VI as well as first team All Conference performers, Mohamed Noor, Gabriel Proctor, Ter Diu, and Cameron Reith. These four were also named to the NJCAA USA Coaches All-American Team.

The men will have 9 returning, 8 will be from out of state and one from in state.

**The Women's Volleyball Team** finished an injury ridden season after a great start - to then lose their team leader in Jovana Radojevic with a torn meniscus just 6 matches into the season. The team did continue on and persevered as did Jovana, she returned to finish the season playing in the last 8 matches. The team did qualify for the Region VI tournament; but lost in the first round.

Garden City will have four ladies returning next year and all will have great experience. We will have one roll over, and three international players, one of which will be a walk-on paying her own way. Coach Petrovic should have a good nucleus returning with game experience to help get back to the top of Region VI. The team will boast one Academic All-American in Jovana Radojevic.

**The Lady Buster Soccer Team** concluded their fourth season of competition this fall, shattering many program records and taking great strides in becoming consistently competitive within Region VI. The Lady Busters set program records for overall wins in a season, overall winning percentage, overall wins in

Region 6 competition, overall winning percentage in Region VI, most goals scored in a season and least amount of goals allowed in a season.

The Lady Busters started off the season with two straight wins and ended the regular season on a five game winning streak-while only losing once in their last seven regular season games.

The strides the team made from the 2007 to the 2008 season were huge, with eight sophomores and six freshmen contributing to the team's on-field success. Taylor Eason (FR-Round Rock, TX) was named Second Team All Jayhawk Conference and Honorable Mention Region VI. With seven girls eligible to return- and another returning from injury- the Lady Busters will move into the offseason looking to build upon the success that the 2008 season bought them.

For the **Men's Soccer Team** the 2008 season was a wild ride if you followed the Men's Soccer team from Garden City Community College. They were in the top 10 in the country all year after defeating #4 San Jacinto Junior College in the first game of the season. From there on the Busters never looked back or slowed down, mowing down opponent after opponent. The Busters won the Region VI Championship after defeating #2 Barton County Community College. GCCC was also fortunate enough to host the Plains District Tournament as they took on #3 Jefferson College in the District Final beating them 1-0 and sealing their ticket to the National Tournament in Phoenix, Arizona. The Busters were seeded 4<sup>th</sup> in the National Tournament that includes eight of the best programs in the country.

GCCC opened up with a win against #5 Georgia Perimeter in the elite eight. The Busters ran out of gas in the Final Four losing to this year's National Champion- Yavapai Community College. In the third place game the Busters fell to Mercer Community College 5-4, leaving their final season record at 19-3-1 and #4 in



the country. The Busters had seven players named All Conference and All Region. Also for the second straight year GCCC had the Freshmen of the Year for the conference in Ulises Caba; Guymon, Oklahoma, and one player named to the NJCAA National All Tournament team in Alexis Dominguez; Miami, Florida. The Busters are still waiting for All American picks. The Busters will return 20 players, 8 starters, and 5 Kansas kids. GCCC has already got commitments from 6 Southwest Kansas players for 2009. The Busters future is bright and will be the team to beat in 2009.

**Our Women's Basketball Team** heading into the 2008 Jayhawk Shootout has a record of 6 wins and 6 losses with 10 players certified on the roster and 2 women red shirting. The women that make up this year's team have 7 freshmen and 3 sophomores. The current breakdown of players is six students from outside the state of Kansas, four students from the state of Kansas, all outside of Finney County. We have also had the addition of one new coach to the program as Whitney Corley has stepped in as the assistant coach coming to us from a graduate's assistant position at Fort Hays State University.

This will be Coach Ripple's third year running the Broncbuster Lady Basketball team and each year he has shown improvement and we anticipate that the remaining part of the 2008-09 season will be no different.

**The Men's Basketball Program** is currently 7-3 after finishing both the Pepsi and Thanksgiving Day Classics. This is Coach Baumann's third season at the helm of the Broncbuster's men's basketball program and it looks as though he has put together another possible western conference contender.

He has hired a new assistant coach in Mark Leslie, coming to Garden City from Idaho where he and Coach Baumann met; as

well as a volunteer coach in Jaxson Autry who is teaching in Holcomb while working on his Masters degree.

This year's team is comprised of 7 freshmen (3 Kansas residents and 4 out of state residents) and 6 sophomores (4 Kansas residents and 2 out of state residents). To date this year's team has shown signs of being very explosive and playing good defense, which could translate into a successful season if they can do both--more times than not.

**MERRY CHRISTMAS**

**AND**

**HAPPY NEW YEAR**

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**MEMORANDUM**  
**Garden City Community College**  
**Office of the President**

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**TO:** GCCC Board of Trustees

**FROM:** Carol E. Ballantyne, Ph.D.

**DATE:** December 3, 2008

**RE:** Final Assessed valuation

Final assessed valuation came in at \$492,125,637. This was \$15,997,762 higher than last year. Because of the increased valuation, the college General Fund mill levy went up .20 and the Capital Outlay mill levy decreased .04 for an overall increase of .157. Based on preliminary numbers, we had anticipated a 1 mill increase.

# 2008 ABSTRACT Of Valuation and Tax Levies For Finney County, Kansas

PROPERTY CLASS	VALUATION	TAX
<b>REAL ESTATE</b>		
Residential	\$ 114,214,396	\$ 13,870,893.26
Agriculture	\$ 21,316,675	\$ 2,083,967.52
Vacant Lots	\$ 1,954,842	\$ 241,110.06
Other	\$ 267,003	\$ 30,306.53
Not-for-Profit	\$ 170,970	\$ 20,386.47
Industrial & Commercial	\$101,021,126	\$ 11,482,084.65
<b>TOTAL REAL ESTATE</b>	<b>\$238,945,012</b>	<b>\$ 27,728,748.49</b>
<b>PERSONAL PROPERTY</b>	<b>\$ 23,019,900</b>	<b>\$ 2,573,333.42</b>
<b>MINERAL LEASEHOLD</b>	<b>\$ 135,327,946</b>	<b>\$ 13,266,062.21</b>
<b>STATE ASSESSED UTILITIES</b>	<b>\$ 94,832,779</b>	<b>\$ 9,567,086.82</b>
<b>TOTAL ALL PROPERTY</b>	<b>\$ 492,125,637</b>	<b>\$ 53,135,230.94</b>

I, ELISA ULRICH, COUNTY CLERK IN AND FOR SAID COUNTY AND STATE, DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT STATEMENT OF THE LEVIES FOR THE YEAR 2008.

State of Kansas  
County of Finney

FINNEY  
COUNTY, KS

TAX UNIT	TOWNSHIP OR CITY	TOTAL LEVY
001	Garden City	131.583
002	Garden City DD2	131.889
003	Garden City DD1	136.303
005	Holcomb	150.572
006	Holcomb DD1	155.292
010	GARFIELD	105.239
015	G 457 PWD	98.918
020	G 457 PWD	95.467
025	PLEASANT VALLEY	94.517
030	PV 457 DD2	94.823
035	PV 457 PWD	97.968
040	TERRY	94.113
045	T 457 JWD	94.113
050	T 363 JWD	100.929
055	SHERLOCK	100.955
060	S 363 DD1	105.675
065	S 363 JWD	100.955
070	GARDEN CITY	101.404
075	GC 363 JWD	106.124
080	GC 363 DD2	101.710
085	GC 457 DD2	94.894
090	GC 457	94.888
095	GC 457 DD1	99.308
100	GC 457 NWID	94.588
105	GC 457 SD1	98.853
110	GC 457 DD2 SD1	99.159
115	GC 457 SD2	99.628
120	GC 457 SD3	94.588
125	GC 457 DD2 SD3	94.894
130	PIERCEVILLE	96.266
135	P 457	99.717
140	P 457 PWD	96.572
145	P 457 DD2	94.223
150	IVANHOE	101.039

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<b>DRAINAGE DISTRICTS</b>			
Valuation:	\$ 33,066,899	K.S.A.	Levy
Drainage District No. 1		24-512	4.720
General			\$ 155,979.58
Valuation:	\$ 29,055,503		
Drainage District No. 2		24-512	0.306
General			\$ 8,891.94
<b>SEWER DISTRICTS:</b>			
Valuation:	\$ 2,016,581	K.S.A.	Levy
Eastside Sewer District No. 1		19-27a09	4.265
General			\$ 8,600.71
Valuation:	\$ 4,553,002		
Sewer District No. 2		19-27a09	5.040
General			\$ 22,947.13
<b>WATERSHED DISTRICT</b>			
Valuation:	\$ 12,000,943	K.S.A.	Levy
Pawnee		24-1208	3.451
General			\$ 41,414.41

Comparison to 2007 Levies:

District	2007 Valuation	2007 Levy	2008 Levy	% of
State	475,127,875	1.500	1.500	0.00%
County	475,127,875	36.017	36.326	0.86%
Community College	475,127,875	19.201	19.358	0.82%
CITIES				
Garden City	137,585,043	29.948	33.146	10.68%
Holcomb	7,857,761	48.468	49.617	2.37%
RECREATION				
Garden City	-	5.008	4.831	-3.53%
USD 363	-	3.985	3.891	-2.36%
Townships				
Garden City	83,283,019	1.020	0.982	-3.73%
Gardfield	11,559,245	1.764	1.861	5.50%
Ivanhoe	48,144,840	0.473	0.473	0.00%
Pierceville	18,642,614	1.346	2.660	97.62%
Pi Valley	6,093,944	0.565	0.911	61.24%
Sherlock	136,771,339	0.516	0.533	3.29%
Terry	33,067,832	0.512	0.507	-0.98%
School Districts				
USD 457 General	284,444,179	20.000	20.000	0.00%
USD 457	305,748,758	16.543	16.422	-0.73%
USD 363 General	163,140,478	20.000	20.000	0.00%
USD 363	165,156,214	18.880	19.347	2.42%
USD 102 General	4,119,602	20.000	20.000	0.00%
USD 102	4,222,904	20.608	22.743	10.36%
Drainage Districts				
District 1	35,408,419	0.817	4.720	477.72%
District 2	27,286,517	0.337	0.306	-9.20%
Sewer Districts				
Sewer #1	2,089,875	4.267	4.265	-0.05%
Sewer #2	4,249,240	5.049	5.040	-0.18%
Sewer #3	-	0.000	0.000	0.00%
Watershed Districts				
Pawnee	12,258,436	3.519	3.451	-1.93%
James Draw	-	0.000	0.000	0.00%



# 2008 TAX LEVIES FOR FINNEY COUNTY, KANSAS In Dollars per \$1,000 Valuation

<b>State Levies:</b>	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Valuation: \$ 492,125,637			
Education Building	76-6b01	1.000	\$ 478,864.47
State Institutions Building	76-6b04	0.500	\$ 239,432.18
<b>TOTAL</b>		1.500	\$ 718,296.65

<b>County Levies:</b>	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Valuation: \$ 492,125,637			
General	79-1946	17.233	\$ 8,252,270.58
Road and Bridge	79-1946	7.313	\$ 3,501,935.62
Bond & Interest	10-113	0.000	\$ .00
Aging	12-1680	0.828	\$ 396,499.73
Ambulance	65-6113	2.233	\$ 1,069,304.38
Employee Benefit	12-16, 102	3.598	\$ 1,722,954.27
Economic Development	19-4102	0.232	\$ 111,096.52
Fair/Fairgrounds	2-129	0.756	\$ 362,021.40
Health	65-204	1.020	\$ 488,441.66
Historical Museum	19-2651	0.396	\$ 189,630.45
Library	12-1220	1.737	\$ 831,787.46
Mental Retardation	19-4004	0.639	\$ 305,994.27
Noxious Weed	2-1318	0.341	\$ 163,292.78
<b>TOTAL</b>		36.326	\$17,395,229.12

<b>Community College:</b>	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Valuation: \$ 492,125,637			
Garden City	71-204	18.366	\$ 8,794,823.98
General	71-501	.992	\$ 475,033.48
Capital Outlay		19.358	\$ 9,269,857.46
<b>TOTAL</b>			

<b>CITIES:</b>	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Valuation: \$ 141,870,049			
GARDEN CITY			
General	79-1951	22.238	\$ 3,150,738.41
Airport	03-113	2.601	\$ 368,516.51
Bond & Interest	10-113	8.307	\$ 1,176,957.74
Employee Benefit	12-16, 102	.000	\$ .00
Building	12-1737	.000	\$ .00
<b>TOTAL GARDEN CITY</b>		33.146	\$ 4,696,212.66
Valuation: \$ 8,156,815	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
HOLCOMB			
General	79-1952	44.608	\$ 363,859.18
Bond & Interest	10-113	5.009	\$ 40,857.49
<b>TOTAL HOLCOMB</b>		49.617	\$ 404,716.67

<b>RECREATION:</b>	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Valuation: \$ 141,870,049			
Garden City	12-1927	4.831	\$ 684,468.85
<b>TOTAL</b>			
SD 363			
Recreation	12-1927	3.418	\$ 579,000.01
Recreation Employee Benefit	12-1928/75-6110	0.473	\$ 80,124.96
<b>TOTAL</b>		3.891	\$ 659,124.97

<b>UNIFIED SCHOOL DISTRICTS:</b>	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Valuation: \$ 318,492,863			
USD 457			
General - (\$297,198,374)	72-6409	20.000	\$ 5,678,748.38
Supplemental General	72-6435	11.189	\$ 3,415,239.77
Bond & Interest	10-113	1.164	\$ 355,289.95
Capital Outlay	72-8803	4.069	\$ 1,241,988.67
<b>TOTAL</b>		36.422	\$10,691,266.77
Valuation: \$ 169,397,317	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
USD 363			
General - (\$167,386,233)	72-6409	20.000	\$ 3,347,724.57
Bond & Interest	10-113	4.100	\$ 694,528.90
Capital Outlay	72-8803	3.954	\$ 669,797.02
Supplemental General	72-6435	11.293	\$ 1,913,003.83
<b>TOTAL</b>		39.347	\$ 6,625,054.32
Valuation: \$ 4,235,457	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
USD 102			
General - (\$4,132,314)	72-6409	20.000	\$ 82,641.27
Bond & Interest	10-113	8.813	\$ 37,324.88
Supplemental General	72-6435	9.930	\$ 42,055.60
Capital Outlay	72-8803	4.000	\$ 16,940.83
<b>TOTAL</b>		42.743	\$ 178,962.58

<b>TOWNSHIPS:</b>	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Valuation: \$ 95,995,392			
Garden City	79-1962	.982	\$ 81,436.40
Fire			
Valuation: \$ 10,955,199	79-1962	0.810	\$ 8,873.51
Garfield	79-1962	1.051	\$ 11,513.65
General		1.861	\$ 20,387.16
<b>TOTAL</b>			
Valuation: \$ 44,615,412	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Ivanhoe			
Fire	79-1962	0.617	\$ 27,523.26
Valuation: \$ 15,944,744	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Pierceville			
General	79-1962	1.808	\$ 28,828.07
Fire	79-1962	0.852	\$ 13,584.92
<b>TOTAL</b>		2.660	\$ 42,412.99
Valuation: \$ 5,217,836	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Pleasant Valley			
Fire	79-1962	0.911	\$ 4,753.43
Valuation: \$ 134,656,295	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Sherlock			
Fire	79-1962	0.533	\$ 71,771.80
Valuation: \$ 42,870,710	<b>K.S.A.</b>	<b>Levy</b>	<b>Revenue</b>
Terry			
Fire	79-1962	0.507	\$ 21,735.42

## **The College**

The first four community colleges in Kansas were established in 1919, and GCCC is one of the two from that group which still exist. It was created by county-wide election on April 1, 1919, and opened in September of the same year with an initial class of less than three dozen students. The first graduate received her degree in the spring of 1920. The college will celebrate its 90<sup>th</sup> anniversary in 2009.

The college was originally part of the public school system and initial efforts to separate it were rejected. The Kansas Legislature passed the Community College Act in 1965, authorizing the establishment of 22 independent colleges, including GCCC. This authorized the institution to levy taxes, conduct its own programs, and function independently of the K-12 school system. County voters elected the first GCCC Board of Trustees in July 1965, and the first college president, L. C. Crouch, was hired. Today GCCC is one of 19 Kansas community colleges.

## **Facilities**

The campus was designed between July, 1965 and January, 1966. Voters approved a \$2.5 million bond issue, supplemented by a \$538,000 federal grant for construction. Buildings erected between 1968 and 1970 included a residence hall, student center, academic building, library, administration building, science-math building, fine arts building, and physical education building. A vocational building was added in 1974, a baseball stadium in 1975, a residential life addition in 1978, and a health teaching facility in 1986.

In January, 1996, a 15,000 sq. ft., \$1.4 million technical teaching laboratory was completed so GCCC could provide more training for workers in local, regional, and national industries.

In addition, GCCC owns 75-acres east of the campus which has been developed in a cooperative effort with the City of Garden City. The property includes softball and baseball facilities, an indoor baseball practice building, a football practice area, running track with public seating, and soccer fields.

In 2002, three new apartment style residence complexes were built and extensive renovations were made to the existing student housing. An addition to the existing student center was completed in 2004.

In 2006, a \$3.12 million project was completed on a three-level, two story addition to the administration building. The new 19,260 square-foot Student and Community Services Center consolidated public and student services, provided an on-campus home for adult basic education, added a series of 21st Century classrooms and created a single point of assistance for most services GCCC provides.

Currently, through a \$2.8 million Title V grant, a 6,000 sq. ft. addition is under construction that will house a new simulation lab for the college's nursing and allied health programs. Three science labs are also being renovated.

## **Students**

During the fall 2008 term, 1984 students, representing 41 different states enrolled in undergraduate coursework at GCCC. 54% were enrolled part-time, 27% were 25 years of age or older and 38% were minority – primarily Hispanic (26%). Additionally, over 1300 students are served annually through the Continuing Education department including business and industry training, Kid's College, and personal enrichment courses.



## **Mission Statement**

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

## **Educational Philosophy**

The educational philosophy of the college calls for the institution to accept students as they are, to assess them, to counsel them into appropriate programs and to assist them in attaining the highest possible level of achievement through educational, personal, and social experiences. The college seeks, through available resources, to meet the needs of those it serves

## **Purpose**

The goal of GCCC is to provide opportunities that encourage development of basic skills, critical thinking, and life experiences that enhance the quality of life. To achieve these goals and to foster student success, the college has developed comprehensive programs which address all of these purposes.

## **Expected Student Outcomes (ENDS)**

The GCCC Board of Trustees guides the direction of the college to ensure that students are obtaining the academic preparation, work skills, and/or enrichment they are seeking while attending GCCC. The standards are evaluated in each of the five ENDS below:

### **Essential Skills**

Students will possess essential skills.

1. Students will have the essential skills of interpersonal communications including speaking, listening, and writing.
2. Students will have reading skills appropriate for their chosen field of endeavor.
3. Students will have essential math skills.

4. Students will have essential computer skills.

### **Work Preparedness**

Students will be prepared for success in the workplace.

1. Students will have the skills and knowledge required for successful entry into the workplace.
2. Students will have the work ethics, discipline, and collaborative skills necessary to be successful in the workplace.
3. Students will have the skills and knowledge necessary to maintain, advance, or change their employment or occupation.

### **Academic Advancement**

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

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

### **Personal Enrichment**

Recipients will have experiences of personal enrichment in their chosen areas of interest.

1. Recipients pursuing individual interests will be personally enriched.
2. Community outreach will serve the needs of all citizens.

### **Workforce Development**

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

## **Quality Journey**

In 2000, Garden City Community College's new President, Dr. Carol Ballantyne began her post at the college. She immediately

conducted a SWOT analysis of the college with input gathered from employees from all areas of the college. Using the data accumulated, the administrative team determined that the college needed a change in fundamental governance as well as a new planning/budgeting process. From this, the new “Internal Governance” and “Planning” structures were developed.

Rather than continuing to utilize a top-down hierarchical structure, Dr. Ballantyne began building a grass-roots governance structure. Five areas of impact were initially designated: Student Enrollment Management, Instructional Resources, Fiscal and Physical Resources, Human Resources, and Community Relations.

Each of these areas had a cross-functional, diverse membership. The charge of each committee was to focus on ideas, concerns, and issues related to a particular area of the college with issues and ideas submitted by any employee, student or other stakeholder. The team leaders of each of the five committees made up a Core committee which was led by one staff and one faculty member alternating annually. The Core committee served as the central monitoring and communication point among all five IG committees as well as the rest of the campus community.

Another key task of the Core committee was to organize the College’s annual planning process which was restructured to follow a flattened, bottom-up configuration. Each area of campus began reporting their recent accomplishments and upcoming goals for the immediate and distant future annually. The accomplishments were used as a communication tool for both the campus and community so that successes could be acknowledged and celebrated, while the goals were used for funding allocation.

## **AQIP**

The initial restructure of Internal Governance established the foundation for campus-wide input and continuous improvement. GCCC’s involvement in AQIP signifies a commitment to seek continuous improvement processes to higher education as well as organizational learning and development.

During the 2000-2001 academic year, the administration team began reviewing the practicality of adopting AQIP as the college’s accreditation process. Discussions were held with various campus groups and the decision was made to apply to HLC for admittance into AQIP. During the discussions, concern that AQIP would simply add another layer of bureaucracy to the college was one of the most common misgivings about joining. In answer to these concerns, GCCC incorporated the AQIP concept of continuous improvement as a guiding principal behind internal governance and the planning process.

In November 2002, the Constellation was made available to all campus employees for input on potential areas of improvement for the college. An astounding 100% employee participation rate was achieved. In January 2003, a campus-wide Conversation Day was held in lieu of in-service to celebrate the commitment of employees to providing input, to discuss the results of the Constellation, and to determine the areas that held the greatest opportunity for making a significant impact on the college.

Over the next several months, potential projects were discussed in open forums, the college formally applied for participation in AQIP, and several campus representatives participated in their first Strategy Forum.

In January, 2004, a second Conversation Day occurred with campus-wide involvement and the following three initial

Action Projects were finalized and submitted to AQIP:

#### **Improve Student Performance in Developmental Education**

The goal of this project was to make improvements in key areas that were either defined as developmental education or that were identified as supplemental to these areas. These included classes in math, English, ESL, reading, and College Skills. To accomplish this, the placement criteria and curricula were reviewed and revised in Basic English, all ESL courses, Beginning Algebra, Intermediate Algebra, the Reading courses, and College Skills. Target goals were set and written into a performance agreement with the Kansas State Board of Regents.

The resulting changes brought about by this action project have been significant and are ongoing. Cut-off scores for accurate placement have been reviewed and refined; however, the need for continual periodic review of our placement process will be necessary as curriculum changes. Review of the developmental math and English curriculum has resulted in pilot programs that combined classes and offer five-day-a-week sessions designed to keep students actively engaged in the material.

Preliminary data indicates these pilots are somewhat successful in retaining students and in overall student success. The ESL program has reached out to other areas of study on campus to make instructors aware of the unique needs of ESL students, and the College Skills curriculum was totally revamped in order to focus specifically on retention and success at GCCC.

#### **Streamline Institutional Processes and Leadership Development**

The goal of this project was to integrate AQIP into the current committee and planning structure and to develop a leadership development process. During the life of the project, the foundation for integrating AQIP into the established process was developed and has been further integrated into the internal governance and planning processes. Additionally, a leadership development program was created to which a new cohort is admitted annually with the ultimate expectation of filling key Internal Governance leadership roles as terms expire.

#### **Replace the Administrative Database**

The goal of this project was to implement a new administrative database in order to support the operational, data-collection, and reporting needs of the college. The new administrative database was implemented in stages beginning with the general ledger module during the summer of 2004, the student services areas over the next two years, and finally the endowment module was converted to the newest version during 2008.

These action projects officially retired in 2007.

In November 2006, GCCC submitted its initial Systems Portfolio to the Higher Learning Commission. Upon receiving feedback on the Systems Appraisal, nine teams were established to review the results of each section of the appraisal

focusing on both the strengths of the institution as well as areas identified as opportunities. From those meetings, three new action projects were established and submitted in July 2007.

#### **Implement a Data-Enhanced Assessment of Learning**

This action project focuses on improving both common and program-specific learning objectives across the curriculum as emphasized by GCCC's ENDS. Common learning objectives include interpersonal communication skills (writing, speaking, and listening), math skills, and reading skills while program-specific objectives also include specific career skills, transfer criteria and personal enrichment. The committee has used both survey tools and focus groups to gather data relevant to common learning objectives and is currently working to synthesize the data and establish goals to meet needs identified by the data analysis.

#### **Increase Access and Opportunity for Underserved Students**

The goal of this action project is to recruit underserved populations of students at a higher rate than previously achieved. The focus of the project is primarily GED and ESL students who are served by the Adult Learning Center. With the addition of a transition coordinator who was very deliberate and focused in her efforts, the transition rate after the first year increased more than 100-fold from the prior year (from 3 to 38 students).

#### **Increase Retention**

The goal of this action project is to implement an institution-wide retention plan that is comprehensive in scope, utilizes data for decision-making, identifies specific areas for improvement, and increases faculty and staff involvement in student retention. An

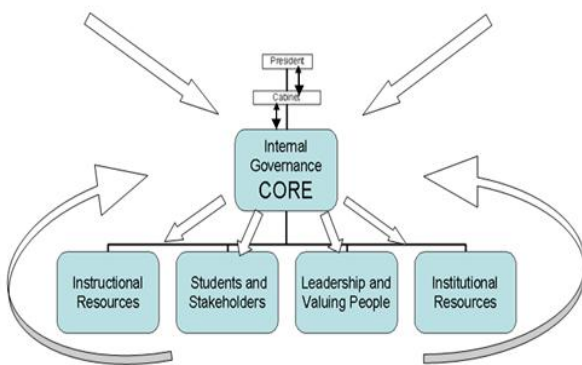
initial retention plan has been developed focusing on students on academic probation and is currently going through the college committee structure for approval with anticipated implementation during Spring 2009.

Significant work has been done on these projects and they remain top priorities for the institution.

### **Aligning Processes**

Although the institution had made significant progress in restructuring the shared governance, annual planning, and AQIP processes, in order to create a correlation among them, the full integration of the three processes was not achieved until following attendance the second Strategy Forum in October 2007. By fully aligning these three processes, the institution is able to strengthen its focus on quality improvement and increase campus-wide understanding of how all three processes work in tandem toward continuous improvement.

By April 2008, the new structure for Internal Governance was finalized. New and restructured committees were established which further streamlined the structure. Rather than five committees, the new structure has four committees, each of which is aligned with AQIP categories. The following depicts the top-layer configuration of the structure, with the arrows indicating communication flow. An overview of each committee also follows.



### Internal Governance CORE

This committee focuses on how the college's planning process, Internal Governance, and action projects help achieve the mission and ENDS. It oversees the work of the other committees to ensure that they align with the focus of Internal Governance and AQIP. The specific issues this committee addresses include:

- Annual Planning
- Coordination and alignment of IG committees
- Alignment of IG, AQIP and Strategic Planning
- Collection and use of data at the institutional and division levels
- Institutional measures of effectiveness
- Information and data alignment with institutional needs and directions
- Comparative information and data

#### Related AQIP Categories:

**Category 7: Measuring Effectiveness**  
**Category 8: Planning Continuous Improvement**

### Instructional Resources

This committee focuses on the teaching and learning processes within the formal instructional context. It also addresses how the college ensures student learning and development by addressing pertinent issues in the following areas:

- Learning objectives
- Academic programs and courses
- Student preparation (assessment & developmental education)
- Classroom technology
- Program and course delivery
- Teaching and learning effectiveness
- Course sequencing and scheduling

#### Related AQIP Categories:

**Category 1: Helping Students Learn**  
**Category 2: Accomplishing Other Distinctive Objectives**

### Students and Stakeholders

This committee focuses on processes used to understand the needs of our students and other stakeholders including:

- Student Satisfaction
- Analysis of needs
- Stakeholders complaints, analysis and resolution

#### Related AQIP Categories:

**Category 3: Understanding Students and Stakeholders Needs**  
**Category 9: Building Collaborative Relationships**

### Leadership and Valuing People

This committee focuses on the development of faculty, staff, and administrators. It also addresses leadership and communication structures, networks, and processes that guide the college in setting direction, making decisions, seeking future opportunities and building and sustaining a learning environment in the following areas:

- Training and development needs
- Job competencies and characteristics
- Work processes and activities



- Recognition, reward, compensation and benefits
- Employee motivation
- Employee health, safety and well-being
- Leadership development activities
- Communication initiatives
- Institutional values and expectations
- Direction setting

**Related AQIP Categories:**

**Category 4: Valuing People**

**Category 5: Leading and Communicating**

**Institutional Resources**

This committee supports institutional operations and addresses processes that help provide a thriving learning environment. This includes issues related to buildings, grounds, maintenance, business operations, and security.

**Related AQIP Category:**

**Category 6: Supporting Institutional Operations**

Each committee now has a formal charter outlining its purpose, membership, responsibility, administrative support, authority, and related sub-committees. All Internal Governance committees focus on policy and procedure initiatives rather than day-to-day operations. Suggestions, comments, concerns, and ideas can be submitted to CORE by anyone.

All Internal Governance committees are authorized by the college President and are allowed to form subcommittees, ad hoc committees, and task forces to accomplish specific objectives.

Each committee, including CORE, has administrative support. Administrators are a resource for the committees and help keep communication flowing between the committees, cabinet, and the president. Once proposals/issues have been

thoroughly researched by the appropriate committee, a recommendation for action can be made to CORE. A CORE designee then presents the recommendation to the President's Cabinet for review and possible approval.

## Continuous Improvement

In its commitment to continuous improvement, GCCC understands that AQIP is not limited to the action projects, system portfolio, and internal governance processes. Beyond the formalized structures, the following are examples of what has been accomplished during the recent past or are currently being reviewed. The wide spectrum of areas impacted underscores the campus-wide commitment to continuous improvement.

### • Revised College Skills Curriculum

This one credit-hour required class originally focused on very general topics addressing overall college success. Beginning with the Fall 2008 semester, the curriculum was revised to focus on specific topics related to success and retention at GCCC including GCCC email and grade access, computer skills, career exploration, and WorkKeys testing. The goal is to increase retention by addressing the immediate needs of our students as they enter GCCC. If students find initial success by understanding the tools needed, where to find them, and how to use them, they are more likely to continue their education.

### • Revised Business Department Curriculum

A re-emphasis on addressing community needs through the business department curriculum began during the Fall 2008 semester. This shift was prompted by the need to address courses which generally transfer poorly and distinct community needs for updated skills. The department



now meets with advisory boards for each area of focus and is currently reviewing and revising the entire spectrum of coursework with anticipated changes to be sent to the state for approval beginning in spring 2009.

- **ACCESS US/Equity in Access**

In conjunction with two other community colleges and three state universities, GCCC students can work on a complete Bachelor of Science degree in the area of social work without having to travel to the university or take online courses. Education majors are also able to take some upper-level courses at GCCC. Scholarships are available to students in this program.

- **Working with HS Faculty**

The faculty in the English and Math departments are beginning to work with the Garden City High School faculty to address gaps between the secondary and post-secondary level curriculum that can hinder students' success once they transition to GCCC.

- **Scholarships for High School CEP Students**

While many local high school students in the two Finney County high schools enroll in GCCC courses for concurrent/dual credit, many others were not able to take advantage of this opportunity because it was cost-prohibitive. Beginning with the Fall 2008 semester, GCCC established scholarship funding for students from both the Garden City and Holcomb high schools to help defray the costs and make concurrent credit access available to a wider range of high school students.

- **Online Degree Audit**

Historically, advisors have used a paper-and-pencil degree checklist when advising students into courses and for a final degree-check upon application for

graduation. During the 2007-2008 academic year, automated degree-audit programs were developed in our administrative database for the AA, AS, and AGS degrees. Advisors are able to utilize these for a much more streamlined advising session and to assist students in "what-if" scenarios if they are considering any change of major. The AAS degrees are currently being developed and are anticipated to be available through the web in the near future.

- **Web Registration**

Currently enrollment is a manual process. A task-force, with input from several advisors, is working to allow advisors the ability to register their advisees online. Following a pilot test scheduled for Spring 2009 enrollment, this option should be available on a limited scale to interested advisors.

- **Nursing Matrix**

The nursing program at GCCC includes both an LPN and an RN component. Each of these programs has limited enrollment capacity with waiting lists often the only option for interested students. Because of the limited capacity of the program and the number of applicants, selection of candidates is particularly significant. Based on data collected and analyzed, the nursing department has developed a multi-faceted matrix that predicts success of nursing student applicants and allows for objective selection criteria for the program. Additionally, the matrix allows the nursing department advisors to assist students who are interested in entering the program at a later date to enroll in the pre-requisites that have proven to give nursing students the foundation for success.

- **Community Input Session – Long-Range Planning**

GCCC and its Board of Trustees hosted a retreat with community leaders in January 2008. Input was gathered on how the college could better serve the community in the areas of workforce development and community service. This information was used to help develop the college's 5 year long-range plan.

- **Listening Sessions**

GCCC hosts 3 listening sessions with communities in its service area annually in an effort to maintain communication and address any areas of opportunity the college may have in that community. The college's response to the community listening sessions indicates a sincere desire to meet the needs of our outlying communities. As a result of the listening session in Leoti, Command Spanish classes are now being taught in both that community as well as in Scott City. The session in Dighton resulted in a partnership between business owners and our on-campus Small Business Development Center to provide a workshop on storefront beautification. Workshops and seminars were designed to meet the needs of the high school faculty as a result of the Holcomb listening meeting.

An additional 3 listening sessions were conducted in the communities of Tribune, Scott City, and Deerfield during the fall 2008 semester. Information from those meetings will be reported to president's cabinet where initiatives will be discussed and assigned to the appropriate entities on campus.

- **Partnerships**

GCCC maintains partnerships with many local businesses, the City of Garden City, area high schools, and 4-year colleges. These partnerships have resulted in articulation agreements, a student media

lab, the recent upgrade of the softball complex, improving the football field including the stands and the forthcoming JumboTron scoreboard, and the updated welding facilities to name a few.

- **Online Pay Advice**

In early 2008, pay advices for employees were automated and made available to employees via the web. This service eliminated the paper pay advice and allows employees to view current and historical pay advices 24/7.

## **Lessons Learned**

- **Define data needs, uses and transparency systems prior to collection**

For several years data collection has been a focus at GCCC. Our data collection process, however, has proven unsatisfactory as data collection must be part of a well-designed, systematic approach to decision-making as opposed to a process in and of itself. Our current action projects include defining data needs and establishing the system for collecting, analyzing, publishing and developing procedures for improvement.

- **Build detailed timelines into the Action Project and annual measures to continue after the project retires**

Our initial action projects were considered projects with absolute ending points. In essence, once a project ran its course, it was done and we would move on to another project. In actuality, the ultimate goal of a project is the implementation of an ongoing process which includes documentation, budget analysis, data collection and analysis, and appropriate change. When a project is implemented, it must continue to be regularly analyzed and adjusted as needed after the project

retires in order for continuous improvement to become reality. Although secondary data collection, communication, and development of ongoing processes were not included in the initial round of action projects, they have been built into our upcoming projects where appropriate.

- **Build well-defined, measurable outcomes into Action Projects**

Defining key terms in order to establish what to measure was a frustration discovered by one of the initial action project teams. A tremendous amount of time was spent defining what constituted student success within a series of courses. This was followed by concern that the established definitions would not be recognized campus-wide resulting in misinterpretation of data and outcomes. Well-defined terms and outcomes, stated in measurable form, will allow teams and the institution to accurately determine the success of an action project.

### **Future Challenges**

- **Campus buy-in is difficult to achieve and maintain**

While the structures for communication have been well established and are being utilized, it is nevertheless still a struggle to have all employees understand and buy into the fact that AQIP is not just an accreditation task that needs to be handled by someone else. Much discussion has taken place with the college officers and the president's cabinet on making the concept of continuous improvement an integral part of campus culture rather than just another educational buzz word. The realization among campus leadership is that campus culture will not take place overnight.

Continuous improvement will certainly become a buzz word if we allow the concept to fade. As a result, efforts have been made over the last few semesters to keep the AQIP ideal to the forefront. As this is done, more and more employees will not only see this as a concept that will not go away with time, they will also see positive improvements as a result of the guiding principles behind AQIP.

- **Funding Streams**

At the state level, funding for technical education is in the process of a major transformation. Technical programs and the courses within those programs will be funded at a tiered level in the future. This funding approach is currently in the process of being developed. Much discussion is happening across state institutions as the final outcome, and institutional impact are unknown.

- **Enrollment Trends**

In the semesters following the Fall 2006 semester, GCCC saw a significant decline in enrollment based on 20<sup>th</sup> day figures. Although the Fall 2008 enrollment showed an improvement in our headcount and credit hours, we have not yet gained back the enrollment that was prevalent several years ago.

## Comparing tuition & fees...

University of Kansas	\$3,299.75
Kansas State University	\$3,117.40
Wichita State University	\$2,402.00
Emporia State University	\$1,963.00
Pittsburg State University	\$2,030.00
Fort Hays State University	\$1,677.75
<b>GCCC</b>	<b>\$930.00</b>

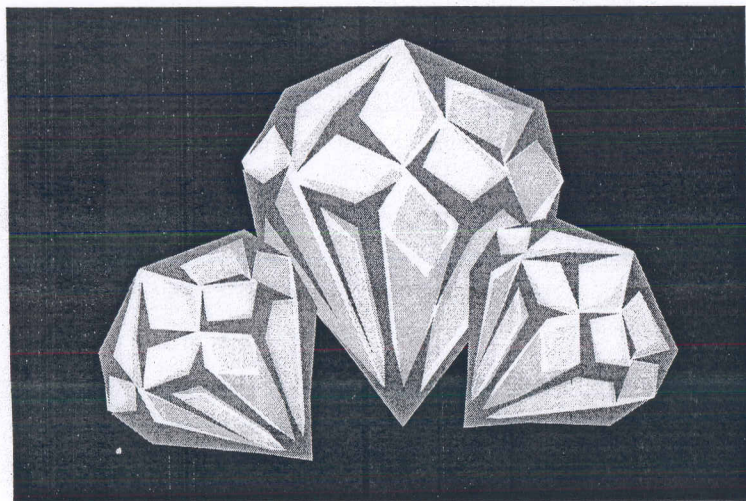
This chart shows the combined tuition and required student fees charged for full-time in-state undergraduate college students per semester, based on 15 credit hours per term. Figures are for the 2008-2009 fiscal and academic year. University figures are based on rates announced June 12, 2008 by the Kansas Board of Regents.

- **University tuition rates increased from 4.9 to 6.0 percent for 2008-09**
- **GCCC is holding tuition level for the second consecutive year**



# G.E.M.S

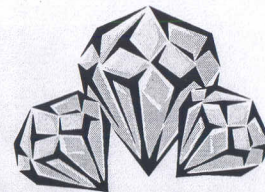
Guys in Engineering Math and Science



**G.E.M.S Career Fair**  
**December 3, 2008**

St. Dominic Parish Center  
615 JC Street  
Garden City, Kansas 67846

7th Grade  
boys are GEMS!



**Learn about your talents and treasures!**

## SESSIONS

1. **Athletic Trainer** — Dan Evans, Greg Great-house, GCCC Instructors - Want to learn how science and technology is used to help keep athletes healthy and performing at their highest level? In this session you will work with equipment that professionals use to help injured athletes.
2. **Hands-on Dissection of Bovine Eyeball**  
Bob Sander, Former Science Teacher & Linda Sander - Cut into an eye... a beef eye that is, to learn about the parts of an eye and what function those parts serve in vision.
3. **Lab** — St. Catherine Hospital Lab - Find out how lab detectives solve mysteries. Come to this session and check out chemistry tests on body fluids and look at bacteria, fungus, blood and yeast.
4. **What's Behind the Light Switch?**  
Kevin Partin, Partin Electric - Electricity completely surrounds us...for most of us, modern life would be impossible without. Switches open and close electrical circuits, allowing power to flow through lights and appliances. Learn how to wire a light switch.
5. **Blood & Guts** — St. Catherine Hospital  
From blood and guts to using math and science...find out what it takes to be on the front lines in the intensive care unit!
6. **War Against Germs** — K-State Science and Engineering CORES Program - The role of bacteria in the cause and spread of disease, or how contaminated spinach can kill Popeye!



**7. DJ for the Day** — Danny Havel & James Westling, KIUL

**Newscasters** - Ever thought about broadcasting the big game on Friday night? The radio industry has grown over the past 100 years and is more exciting than ever. Record your very own show and learn how sports announcers call the games you hear on the radio.

**8. Water Works** — Chuck Keller, Keller Plumbing

Plumbing follows the basic laws of nature -- gravity, pressure, and water seeking its own level. Knowing this, you can understand its "mysteries". In this session you will learn about pipes, fixtures, drains and how the water tower works.

**9. EMS** — Finney County EMS; GCCC Instructor - Learn what it's like to be the guy on the scene and in charge when accidents happen.

**10. Fire Science** — Larry Pander, GCCC Instructor

There is a lot more to fighting fires and rescuing cats from trees than meets the eye. Many physical and critical thinking skills are involved, as well as team work. Find out what fighting fires is all about.

**11. Agriculture & Sports** — Whitey Whitehill, Extension Agent, Finney County Extension Office - How is agriculture related to sports? Find out how bats, balls, turf and more relate to agriculture and how agriculture impacts the outcome of everyday sporting events. From baseball, football, soccer, to the fan in the crowd, agriculture is there to make it special.

**12. Discovering DNA** — Matt Golladay, Pioneer Hi-Bred International Inc. - Ever wondered how you might ID an unknown substance? You can be a CSI investigator in your own kitchen. Come discover how you can do a DNA extraction.

**13. Shedding Some Light on Light**

Jesus Hernandez, Kansas State University Physics Research

It may seem like the simplest thing in the world, but by exploring the mysteries of light you can learn about the tiny building blocks of matter and the motion of massive galaxies across the Universe. Come learn how to split, bend and read the hidden messages in light.

**14. "Cents"ability** — Tyler Newell, Commerce Bank

Money! Money! Money! Its all about counting. You'll find yourself in the money in this fun session.

**15. Don't Get Blown to Oz**

**K-State Engineering CORES Program** — How do Architectural Engineers design buildings that can stand up to high force winds? Come build a model house and see how well your design stays together from the force of the "wind".

**16. Fun with Tablet PC & Video**

Andy Tincknell, FHSU Video Production Specialist; Travis Taggart, FHSU Integrated Technology Specialist; Martha Perkins, Director FHSU Opportunity Center in Garden City - Explore a lot of fun and interesting things you can do with computers that you can actually write on. Learn how television can transport you anywhere in the universe and beyond, or even become a floating head. You'll find out how technology makes all of this possible.

**17. Zoology** — Tarra Tyson, Lee Richardson Zoo

Can scientists study animals they can't see? Absolutely! Discover the many ways biologists learn about an environment. Dissect your own owl pellet and recreate the skeleton of last night's dinner.

**18. Auto Technology** — Did you know that computers run today's cars? Wrenches are out and scopes are in! Come learn more about the technology that keeps today's cars on the road.

**19. Drywall Art** — Brett Jarmer, Jarmer Construction

You see it everywhere, but you pay it no attention. Drywall is one of the most fundamental building materials used in houses to create walls and ceilings. It's also used to create many design features, including eaves, arches and other architectural specialties. Get to know drywall and learn the steps to installing it.

**20. Explore the World of GPS**

Kent Kolbeck, GCCC Instructor - How big do you think your school grounds are? Explore the world of global positioning systems and learn how to use a GPS Navigator.

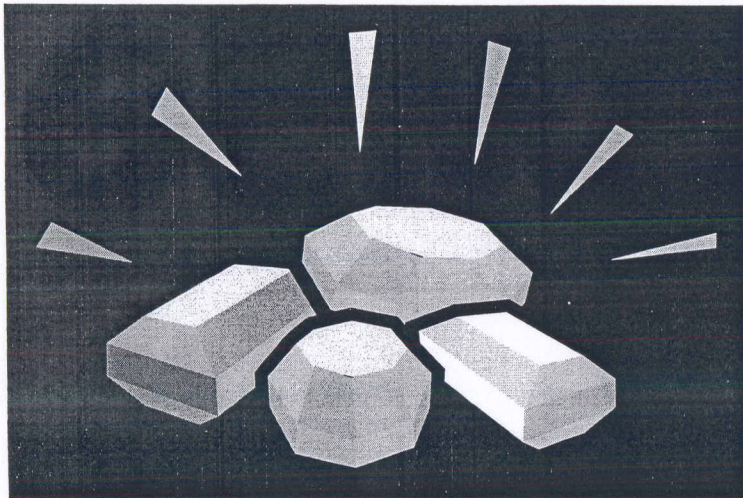
**21. It's Electric** — Ana Lazarin, Wichita State University

**Engineering Participation Director** - What if your room had no electricity? No video games, no computers, no TV even. Learn the basic components of electric circuits that carry the energy into your room and through your favorite electronics.



# GEMS

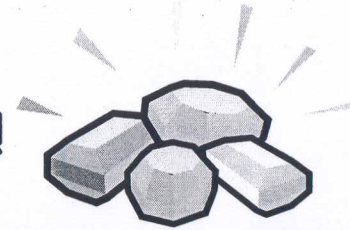
Girls in Engineering Math and Science



**GEMS Career Fair**  
**December 2, 2008**

St. Dominic Parish Center  
615 JC Street  
Garden City, Kansas 67846

7th Grade  
girls are GEMS!



**Learn about your talents and treasures!**

## SESSIONS

1. **"Cents"ability** — Kristina Britton, Girl Scouts  
Money! Money! Money! Its all about counting. You'll find yourself in the money in this fun session. **(AM Only)**
2. **Athletic Trainer** — GCCC Athletic Trainers  
Want to learn how science and technology is used to help keep athletes healthy and performing at their highest level? In this session you will work with equipment that professionals use to help injured athletes. **(PM Only)**
3. **Hands-on Dissection of Bovine Eyeball**  
Dr. Janet Weidner and Dr. Calista Miller, Veterinarians  
Cut into an eye... a beef eye that is, to learn about the parts of an eye and what function those parts serve in vision.
4. **Lab** — Risa Bayliff, Medical Lab Tech, St. Catherine Hospital - Find out how lab detectives solve mysteries. Come to this session and check out chemistry tests on body fluids and look at bacteria, fungus, blood and yeast.
5. **Aviation** — Rachell Powell, Aviation Director at Garden City Regional Airport - Explore countless options for women in the exciting field of aviation and solve what a hair dryer, ping pong ball, paper airplane, balloon, windbag, airzooka and toilet paper all have in common.
6. **Physical Therapy** — Brenda Drees, Russell Child Development Center - What is your fitness IQ? Join in exercises and physical therapy moves to be fit or recover from an injury.



## **7. Food Science...Thinking Outside of the Box**

**Toni Casados, KSU Extension Office** - Learn to create what is Inside the Box, while thinking Outside of the Box. Get a taste for Food Science! Find out here the secrets about food including flavors, colors, and recipes for food products.

## **8. Shopping with the Kansas Farmer**

**Jeanne Falk, Agronomist at KSU Extension Office**

Do you know where your makeup comes from? How about clothes, packing peanuts, or a loaf of bread? Learn how each of these items originate from Kansas farmers' fields.

## **9. Shedding Some Light on Light**

**Jesus Hernandez, Kansas State University Physics Research**

It may seem like the simplest thing in the world, but by exploring the mysteries of light you can learn about the tiny building blocks of matter and the motion of massive galaxies across the Universe. Come learn how to split, bend and read the hidden messages in light.

## **10. Fun with Tablet PC & Video**

**Andy Tincknell, FHSU Video Production Specialist; Travis Taggart, FHSU Integrated Technology Specialist; Martha Perkins, Director FHSU Opportunity Center in Garden City** - Explore a lot of fun and interesting things you can do with computers that you can actually write on. Learn how television can transport you anywhere in the universe and beyond, or even become a floating head. You'll find out how technology makes all of this possible.

## **11. Compounding a Special Potion**

**Tammy Calahan & Wendy Helsel-Just, Pharmacy at St. Catherine's Hospital** - You'll make a potion to take home! In this session you will find out how pharmacists use natural and synthetic products to fend off or treat disease.

## **12. Ready for Dessert?** — Barb Addison, Finney County

**Extension Office; Cindy VenJohn, GCCC Instructor**

Learn interesting facts about the dairy industry, the history of ice cream, a little chemistry, and most importantly, how this sweet treat is made. Join the fun as we turn milk, sugar and vanilla into a treat no one can refuse!

## **13. War Against Germs** — K-State Science CORES

**Program** - The role of bacteria in the cause and spread of disease, or how contaminated spinach can kill Popeye!

## **14. It's Electric!** — Ana Lazarin, Wichita State University

**Engineering Participation Director** - Do you know how to do the electric slide? Now learn how to do the electric shuffle by rearranging electrical circuit components to create an alarm system, power a fan, or ring a buzzer.

## **15. Don't Get Blown to Oz** — K-State Engineering

**CORES Program** - How do Architectural Engineers design buildings that can stand up to high force winds? Come build a model house and see how well your design stays together from the force of the "wind".

## **16. Discovering DNA** — Joni Griess and Miranda Brown,

**Pioneer Hi-Bred International** - Ever wondered how you might ID an unknown substance? You can be a CSI investigator in your own kitchen. Come discover how you can do a DNA extraction.

## **17. Zoology** — Tarra Tyson, Lee Richardson Zoo

Can scientists study animals they can't see? Absolutely! Discover the many ways biologists learn about an environment. Dissect your own owl pellet and recreate the skeleton of last night's dinner.

## **18. EMS** — Finney County EMS; GCCC Instructor

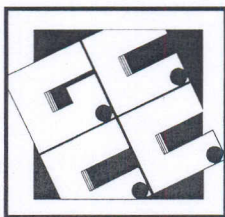
Learn what it's like to be the girl on the scene and in charge when accidents happen.

## **19. Nursing** — Lori Lynn Landgraf, GCCC Instructor;

**Cathy Huber, St. Catherine's Hospital** - It's a matter of life and death! Come and find out how nurses use math and science everyday to help people and experience the SIM-MAN.

## **20. Fire Science** — Chris Standard & Larry Pander, GCCC

**Fire Science Department** - There is a lot more to fighting fires and rescuing cats from trees than meets the eye. Many physical and critical thinking skills are involved, as well as team work. Find out what fighting fires is all about.



# Garden City COMMUNITY COLLEGE

## Spring 2009 In-Service\*

**Monday, Jan. 12**

Pauline Joyce Fine Arts Auditorium

8:30 a.m. – 8:50 a.m.

**Continental Breakfast**, JOYC Lobby

8:50 a.m. – 9:20 a.m.

**Welcome & New Employee Introductions**

*John Schafer, Cathy McKinley*

9:20 a.m. – 9:30 a.m.

**President's Welcome**

*Carol Ballantyne*

9:30 – 10 a.m.

**AQIP Visit & Update**

*Kevin Brungardt, Deanna Mann*

10 a.m. – 10:45 a.m.

**Eating on the Go**

*Kelly Chanay, Kansas Department of Health*

10:45 a.m. – 11 a.m.

**BREAK**

11 a.m. – Noon

**Health Fair – East Gym, DPAC**

Participants include Finney County Health, Mexican-American Ministries, KSU Extension, SWKRPC, GCCC: Doyle McGraw, Trina Moquett, Janice Nunn. Fair information & testing available: blood pressure, blood sugar level, BMI, body composition, tetanus shots, emergency preparedness, nutrition & more!

Noon – 1 p.m.

**Lunch – GCCC Cafeteria, BTSC**

1 p.m. – 4 p.m.

**Break Out Sessions: see page 2**



# Break Out Sessions – Jan. 12, 2009

1 p.m. – 2:15 p.m.

**GCCC Business Travel Procedures**

Dee Wigner, Cyd Vagher  
Penka Computer Lab

**Preventing STDs**

Jacque Kemmerer, Fi.Co. Health  
Endowment Room

**Advising & Student Retention**

Ryan Ruda  
Academic Auditorium

**Word Templates** - Amy Heinemann

**SnagIt** - Lachele Greathouse  
TLC, Saffel Library

**Blackboard**

Judy Stubblefield  
FOUS Computer Lab

**Frisbee Golf (or Fitness Testing)**

John Schafer  
BTSC Lobby

**Beginner's PowerPoint**

Steve Thompson  
ACAD Computer Lab

**GPS**

Terry Lee & Bob Larson  
Meet in cafeteria

2:30 p.m. – 3:45 p.m.

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Terry Lee & Bob Larson  
Meet in cafeteria

*Please sign up for one breakout session per time period, for a total of two sessions. Please indicate first and second choices. Space is limited and you will be assigned sessions on a first-come, first-serve basis.*

*Please return this sign up sheet to [hr@gcccks.edu](mailto:hr@gcccks.edu).*

**YOUR NAME:** \_\_\_\_\_

**Session One:**

First Choice: \_\_\_\_\_

Second Choice: \_\_\_\_\_

**Session Two:**

First Choice: \_\_\_\_\_

Second Choice: \_\_\_\_\_