

# GARDEN CITY COMMUNITY COLLEGE

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

July 7, 2010

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, July 14, 2010**. The meeting will be held in **the Endowment Room, Beth Tedrow Student Center**, Garden City Community College Campus.

- 5:30 PM**      *Budget Retreat to discuss 2010-2011 budget  
(sandwiches will be provided in Endowment Room)*
- 7:00 PM**      *Regular Board Meeting called to order in the Endowment Room*

## AGENDA

### **CALL TO ORDER:**

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

### **DISCUSSION OF 2010-2011 BUDGET**

### **EXECUTIVE SESSION**

### **APPROVAL OF 2010-2011 BUDGET FOR PUBLICATION**

### **REORGANIZATION OF BOARD OF TRUSTEES FOR 2010-2011**

#### **Election of Officers**

#### **Incumbent**

|   |                      |
|---|----------------------|
| A. Chairman.....  | Della Brandenburger  |
| B. Vice Chairman.....                                   | Dr. William Clifford |
| C. Clerk.....   | Terri Worf           |
| D. KACCT Representative.....                            | Ron Schwartz         |
| E. Economic Development Corporation Representative..... | Ron Schwartz         |

#### **Appointments**

|   |                                  |
|---|----------------------------------|
| A. Secretary to the Board.....                | _____                            |
| B. Deputy Clerk.....                          | Debra J. Atkinson                |
| C. College Attorney.....                      | Randy Grisell                    |
| D. College Engineer.....                      | Prof. Engineering Services, P.A. |
| E. College Treasurer.....                     | Dee Wigner                       |
| F. Designated Agent for KPERS.....            | Dallas Crist                     |
| G. Alternate Designated Agents for KPERS..... | Dee Wigner & Cricket Turley      |

**Depositor Designations:**

- A. Primary Depository for 2010-2011:  
Commerce Bank
- B. Other Depositories for 2010-2011:  
Western State Bank  
First National Bank of Holcomb  
First National Bank of Garden City  
Landmark National Bank  
American State Bank  
Garden City State Bank  
Peoples State Bank  
State of Kansas Municipal Investment Fund  
Security State Bank (Scott City)

**CONSENT AGENDA:**

- A. Approval of minutes of previous meetings (June 9, 2010, June 23, 2010, June 29, 2010, July 7, 2010)
- B. Submit financial information to the auditor
  - B-1 Financial information – Revenues
  - B-2 Financial information – Expenses
  - B-3 Financial information – Cash in Bank
- C. Approval of personnel actions
- D. Centers of Excellence (#457) Annual Agreements
  - D-1 Health Science
  - D-2 Manufacturing
  - D-3 Information Technology
  - D-4 Automotive Technology
  - D-5 Law, Public Safety and Security
  - D-6 Education
  - D-7 Career Learning System (CLS) Coordinator
- E. Renewal of Great Western Dining Contract

**OTHER:**

- A-Resolution 2010-1-  
Authorization EFM Consulting LLC to Develop GCCC Mitigation Plan

**POLICY REVIEW:**

- A. Monitoring Reports and ENDS
  - A-1 Monitoring Report – Monthly
  - A-2 Monitoring Report –Quarterly
  - A-3 Monitoring Report – Semi-Annual
  - A-4 Monitoring Report – Annual (Mission)
  - A-5 Monitoring Report – Annual
- B. Ownership Linkage
  - B-1 Academy Letter
- C. Board Process and Policy Governance Review

**REPORTS:**

- A. Incidental Information
- B. Trustee Annual Report
- C. Grant Award Notification for the Talent Search Program
- D. Report from KACCT/COP meeting in Chanute June 18-19
- E. Report from Finney County Economic Development Corporation

**Upcoming calendar dates:**

|  |   |
|--|---|
| <u>July 21<sup>st</sup></u>                | Special Board Meeting at 5:30 PM, Broncbuster Room  |
| <u>July 28<sup>th</sup></u>                | Special Board Meeting at 5:30 PM, Broncbuster Room  |
| <u>Aug 4<sup>th</sup></u>                  | Special Board Meeting at 5:30 PM, Broncbuster Room  |
| <u>Aug 11<sup>th</sup></u>                 | Budget Hearing at 6:30 PM; regular meeting immediately following, Hall of Fame room                 |
| <u>Aug 12<sup>th</sup></u>                 | Faculty Report-Division/Department Day  |
| <u>Aug 13<sup>th</sup></u>                 | In-Service  |
| <u>Aug 18<sup>th</sup></u>                 | Special Board Meeting at 5:30 PM, Broncbuster Room  |
| <u>Aug 18<sup>th</sup></u>                 | Classes Begin   |
| <u>Aug 25<sup>th</sup></u>                 | Special Board Meeting at 5:30 PM, Broncbuster Room  |
| <u>Sept 1<sup>st</sup></u>                 | Special Board Meeting at 5:30 PM, Broncbuster Room  |
| <u>Sept 6<sup>th</sup></u>                 | Labor Day – NO CLASSES  |
| <u>Sept 8<sup>th</sup></u>                 | Regular monthly meeting at 5:30 PM Endowment Room   |
| <u>Sept 15<sup>th</sup></u>                | Special Board Meeting at 5:30 PM, Broncbuster Room  |
| <u>Sept 22<sup>nd</sup></u>                | Special Board Meeting at 5:30 PM, Broncbuster Room  |
| <u>Sept 29<sup>th</sup></u>                | Special Board Meeting at 5:30 PM, Broncbuster Room  |
| <u>Oct 13<sup>th</sup></u>                 | Regular monthly meeting at 5:30 PM  |
| <u>Oct 14<sup>th</sup>-15<sup>th</sup></u> | Oct 14 <sup>th</sup> NO CLASSES/Faculty Work Day – Oct. 15 <sup>th</sup> Faculty Holiday NO CLASSES |
| <u>Oct 20<sup>th</sup>-23<sup>rd</sup></u> | ACCT 41 <sup>th</sup> Annual Community College Leadership Congress-Toronto, Canada                  |

**Executive Session**

**Adjournment**

Sincerely,

Della Brandenburger, Chair

**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

June 9, 2010

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

Others Present:

Debra Atkinson, Deputy Clerk  
Carol E. Ballantyne, President  
Mark Buckley, Greensburg Representative of the Small Business Development Center  
Kevin Brungardt, Dean of Academics  
Todd Hughes, Director of Information Technology  
Kent Kolbeck, Director of John Deere Agriculture Technology  
Bob Larson, Athletic Director  
Linda Morgan, Faculty Senate/Criminal Justice Instructor  
Kathy Nance, Small Business Development Center Administrative Assistant  
Mike O’Kane, Liberal Representative of Small Business Development Center  
Larry Pander, Fire Science Instructor  
Steve Quakenbush, Director of Information Services and Publications  
Itzel Rodriguez, HEP Region 1 Site Coordinator  
Ryan Ruda, Dean of Student Services  
Mark Sarver, Director EduKan  
Cheryl Schmale, Assistant Director Small Business Development Center  
Bob Sperling, Citizen  
Monica Springer, *Garden City Telegram*  
Cricket Turley, Director of Human Resources  
Pat Veesart, Director Small Business Development Center  
Dee Wigner, Executive Dean of Administrative Services

## COMMENTS FROM THE CHAIR:

Chair Brandenburger called the regular session to order at 7:04 P.M. and made the following comments:

- Requested the following presentations be moved from Reports to directly after comments: Mark Buckley, Kansas Small Business Development Center, Dr. Mark Sarver, Director of EduKan, and Video surveillance demonstration.
- Attended the combined strings and choir performances in addition to the play, “Let’s Murder Marsha” All events were very enjoyable.
- Congratulated sophomore Eric Mattingly (outfield/pitcher), who was named player of the year for the Jayhawk West in addition to first team all American through NJCAA.
- Thanked Registrar Nancy Unruh and all involved in commencement arrangements; very nice.
- Enjoyed attending the Nursing Program pinning ceremony, Criminal Justice awards ceremony and John Deere graduation celebration
- Extended congratulations to Barb Larson on receiving the Outstand Faculty Award.
- Congratulated Andrea Fernandez and Steve Gorton; and Christine Siebert and Doug Dillingham on their recent marriages.
- Notes that Saturday, June 12<sup>th</sup>, is Beef Empire days parade; riders may meet at 9:45 at the 3I parking lot to help represent Garden City Community College.

## **OPEN COMMENTS FROM PUBLIC:**

There were no persons registered for comments.

### **MARK SARVER-EDUKAN:**

Mark Sarver, director of EduKan, was present to update trustees on the online consortium (internet-based education) operated in partnership by GCCC with the community colleges in Colby, Dodge City, Great Bend, Liberal and Pratt.

Sarver told trustees that EduKan revenue is up 14.5 percent this year, and that enrollment is rising after a two-year period of limited growth. Nearly 18 percent of EduKan's students designate GCCC as their credit-granting institution, comprising more than 2,100 hours of college credit

Sarver also focused on marketing initiatives, conversion from paper to electronic student interaction, an online Spanish-language GED program, a new emphasis on customer service and Project Aristotle – an effort to replace traditional textbooks with digitally imbedded course content.

Upon completion of the report, Sarver presented Board Chair Della Brandenburg with a dividend check from EduKan to GCCC, and expressed his appreciation for the opportunity to address the board.

### **SMALL BUSINESS DEVELOPMENT CENTER-GREENSBURG:**

The GCCC KSBDC, which serves a multi-county area, is based on campus in the Student and Community Services Center. Led by Pat Veasart, regional director, it is part of a statewide network of centers that provide information, assistance and consulting to people starting and building commercial enterprises.

Mark Buckley, Greensburg representative of the Kansas Small Business Development Center, whose office is a satellite of the KSBDC on GCCC's campus, shared information on how the Kiowa County community has recovered since 90 percent of it was destroyed three years ago by an F5 tornado. He credited much of that recovery to business and entrepreneurial assistance provided through the GCCC-based center.

Showing a series of before and after pictures, Buckley displayed a business incubator building that rose in Greensburg's downtown, a solar-powered city hall, a new county-wide high school nearing completion, a state-of-the-art hospital that uses wind-generated electricity, rows of replacement homes, six churches, a retail store that sells jewelry created from tornado-shattered glass, and a full block of Main Street business structures attached to one of four older buildings that survived the devastation. Most of the new construction uses the latest high-efficiency, environment-friendly green technology as part of the town's effort to reinvent itself, including LED street lights. Greensburg has drawn national attention for the courage and determination it has shown in rebounding from a storm that almost literally wiped it off of the map.

Buckley noted that much of the new growth has relied on business development, led by support from the KSBDC. He also noted representation from the college and KSBDC on the major committees that helped decide, shape and lead the town's revival after the 2007 tornado, in areas ranging from business and government to education, health and community services. Buckley credited GCCC with key help in the recovery of the Greensburg community.

Ballantyne shared with board members that Kent Kolbeck, Director of John Deere Agriculture Technology, is currently conducting wind generator training for BTI employees.

Douglass thanked Buckley for his many hours of dedication. Trustees extended thanks to the entire SBDC staff for the job that they do, and expressed appreciation for the well written, easy to understand program review report.

### **VIDEO SURVEILLANCE DEMONSTRATION:**

Todd Hughes, Information Technology Director, presented a live demonstration of a new video security system. The network includes cameras covering the entrances of all campus buildings, as well as each parking lot. GCCC Campus Security personnel may view real time images or archived images from any Internet-connected computer.

Trustees expressed their appreciation for the demonstration. Trustees commented that this was a good system,

with clear pictures, and a nice addition.

### **CONSENT AGENDA**

Chair Brandenburger requested that item B-Automotive Disposal from Program, be moved from OTHER and placed on the consent agenda.

#### **MOTION:**

*Worf moved, seconded by Sterling that item "B-Automotive Disposal from Program", be moved from OTHER and placed on the consent agenda.*

*Motion carried 6-0*

Chair Brandenburger asked if Trustees wished to pull any items from the consent agenda. Trustee Schwartz requested that item D-Approval of Annual Vehicle Maintenance Agreement, be pulled from the agenda for separate vote. Trustee Schwartz will recuse himself from the vote because of personal involvement.

#### **MOTION:**

*Clifford moved, seconded by Sterling, that Consent Agenda item D-Approval of Annual Vehicle Maintenance Agreement be pulled from the agenda for a separate vote.*

*Motion carried 6-0*

Chair Brandenburger then asked for a motion approving the consent agenda items, (with exception of D-1 for separate vote) A, B, C, E, F, G, H, and item D from Other.

#### **MOTION:**

*Clifford moved, seconded by Sterling, to approve Consent Agenda items (A)- Minutes of April 14, 2010 meeting, (B)-Financial information (Revenues, Expenses and Cash in Bank), (C)-Personnel Actions, (E)-Approval of annual agreement for Workers' Compensation Insurance, (F)-Approval of annual agreement for Athletic Insurance 2010-2011, (G)-Approval of continuation of Operational Budget, (H)-Petition for Impasse, and OTHER item(B)-Automotive Disposal from Program.*

*Motion carried 6-0*

Approved actions follow:

**(A) APPROVED MINUTES** of previous May 12, 2010

(Supporting documents filed with official minutes.)

**(B) APPROVED SUBMITTED FINANCIAL INFORMATION TO THE AUDITOR** (Supporting documents filed with official minutes.)

**(C) APPROVED PERSONNEL ACTIONS**, as presented

(Supporting documents filed with official minutes.)

**(E) APPROVAL OF ANNUAL AGREEMENT FOR WORKERS' COMPENSATION INSURANCE:**

Worker's compensation coverage for the new fiscal year that begins July 1 will drop \$5,606, to a total of \$83,910, in a continuing Accident Fund Insurance Company policy serviced by Keller-Leopold Insurance of Garden City.

(Supporting documents filed with official minutes.)

**(F) APPROVAL OF ANNUAL AGREEMENT FOR ATHLETIC INSURANCE 2010-2011**

Athletic Insurance will increase from \$93,500 to \$113,595 annually for the new year in a policy from United States Fire Insurance Company, serviced by the Dissinger Reed agency of Overland Park.

**(G) APPROVAL OF CONTINUATION OF OPERATIONAL BUDGET**

This is a temporary operational budget the college will function on until final budget approval takes place.

## **(H) APPROVAL OF PETITION FOR IMPASSE**

The impasse declaration will go to the Kansas Department of Labor in order to meet the deadline required to seek mediation assistance in contract negotiations between the college and GCCC's faculty negotiating unit. No timeline has been set, but filing the declaration will allow a representative of the Federal Mediation and Conciliation Service to meet with both negotiating teams on issues including allocation language, placement and advancement criteria, early retirement health insurance, contract terminations and calculation of faculty load credit.

## **PULLED CONSENT AGENDA ITEM "D-APPROVAL OF ANNUAL AGREEMENT VEHICLE MAINTENANCE":**

Received an annual bid of \$77 per hour for labor in servicing college fleet vehicles from Burtis Motor Company, Garden City, along with rates of \$29.95 for oil changes, \$15.40 for tire rotation, \$77 for state inspections, and parts at cost plus 20 percent. Labor rate bids came in lower from Jimmie's Repair and Lewis Motor Company, both of Garden City, at \$65 each. Physical Plant Director Larry Johnston recommended to retain Burtis another year, based on past experience and the fact that most GCCC vehicles are Ford or Dodge units sold by the dealership.

### **MOTION:**

*Worf moved, seconded by Douglass to approve Consent Agenda item D-Approval of Annual Agreement Vehicle Maintenance as presented.*

*Motion carried 5-0, with Trustee Schwartz recusing himself due to personal involvement.*

### **OTHER:**

### **PLANNING UPDATE:**

Ballantyne shared initial building concepts that could be considered, adapted and prioritized should GCCC elect to launch a capital campaign to improve campus facilities through private donations. The possibilities include expansion of the performing arts auditorium in the Pauline Joyce Fine Arts Building, as well as classroom and art studio additions; relocation and enlargement of the Aerobic Super Circuit, with a separate exterior entrance and adjacent parking; and construction of a building to meet growing needs in agriculture instruction, meat science and the rodeo program. Ballantyne noted that the drawings are preliminary and that they were created primarily to provide tangible ideas for discussion.

Ballantyne told trustees that the college debt schedule has been posted on the GCCC website.

### **POLICY REVIEW:**

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

Trustees indicated they had received and reviewed the monitoring reports (Monthly & Annual) (Supporting documents filed with official minutes.)

### **OWNERSHIP LINKAGE**

Several pieces of correspondence from owners were received, including an announcement from Executive Director of Phi Theta Kappa Rod Risley, that the Alpha Xi Upsilon Chapter of Phi Theta Kappa Honor Society at Garden City Community College received special commendation during the Kansas Regional Convention for fulfilling all requirements to be named a "4 Star Chapter"; an e-mail message of appreciation from Dr. James R. Hardy, Wichita County, for sending Dan Evans and Trina Moquett to cover all angles of exercise; and an email message of thanks from Pamela D. McDaniel, Human Resource Manager & Assistant Cashier at Security State Bank in Scott City, for Liz Sosa and the training provided.

(Supporting documents filed with official minutes.)

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

Nothing at this time.

## **REPORTS:**

Trustees have received numerous information reports as part of the electronic board packet. A complete report is filed in the electronic Board packet.

- **Incidental Information:**  
Recent campus happenings are attached as part of these minutes.  
(Supporting documents filed with official minutes.)
- **2008-2009 Accomplishments:**  
Report reflects measurable objectives that have been reached.  
(Supporting documents filed with official minutes.)
- **College Plan 2010-2011:**  
Reflects strategic priorities, goal/outcomes, and measurable objectives and needed resources  
Trustees expressed appreciation for the report and enthusiasm with which it was given.  
(Supporting documents filed with official minutes.)
- **Projections 2011 and Beyond:**  
Reflect what departments would like to do in the future.  
(Supporting documents filed with official minutes.)

All annual planning information has been posted and is accessible for review at the GCCC web site. Much of this information will be used in the development of the college annual report. Ballantyne encouraged persons to contact her with any questions either by email or phone.

- **Continuing Education:**  
Reviews for Project Destiny, and Kansas Small Business Development Center were included as part of the electronic board packet.  
(Supporting documents filed with official minutes.)

Trustees were provided with a copy of the Spring 2010 Athletic Report.  
(Supporting documents filed with official minutes.)

## **REPORT FROM KACCT:**

No report at this time.

## **OTHER ISSUES:**

Trustees discussed at this time beginning their next meeting at 6 p.m. July 14, rather than 7 p.m., so they can focus on a proposed budget for the 2010-2011 fiscal year.

## **MOTION:**

*Worf moved, seconded by Douglass to begin the next Board of Trustee meeting at 6 p.m. July 14, rather than 7 p.m. for the purpose of focusing on a proposed budget for the 2010-2011 fiscal year.*

*Motion carried 6-0,*

## **REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION**

Trustee Schwartz reported the following:

- FCEDC is asking the County and City Commissions for an increase in funding of 1 mill from each to give FCEDC the opportunity of competing with other cities in recruiting new industry. Even in this tough financial time it is important that FCEDC get aggressive and take the lead to remain a major draw for southwest Kansas, Schwartz said. Schwartz reported that he was encouraged and had a positive feeling after the Monday, June 7, 2010 County Commission meeting. Two of the five supported the request 100% with two supporting to some extent and only one totally opposed to the increase in funding.
- FCEDC Director Eric Depperschmidt recently lead a group, consisting of City and County officials and Conestoga Energy, to Topeka for the purpose of seeking funding to add a rail siding not only for Conestoga but to benefit Wind River Grain in addition to providing FCEDC tools to use with two prospects that are looking at locating in Garden City.

The County Commission has scheduled a public hearing for July 6, 2010 to close the Jennie Barker



railroad crossing, which will allow a 196-car siding to be built. The funding may be available from the federal government and if the crossing is indeed closed, Conestoga will give the City and County 40 acres of ground, free and clear, to be used for economic development.

This would open the door for FCEDC to offer the ground to a specific prospect as an incentive to come to Garden City, bringing with it 150 jobs at start up. It would also make 180 acres available, with rail access, to another prospect that would create an additional 300 to 350 primary jobs.

- Schwartz encouraged persons to log on to the Garden City Telegram web site and vote yes on the survey about increasing the FCEDC budget request.

**EXECUTIVE SESSION:**

*Sterling moved, seconded by Clifford, that the Board of Trustees recess at 8:15 p.m. for a break and then reconvene into a 30 minute executive session at 8:30 p.m. for the purpose of discussing non-elected personnel. Motion carried 6-0*

*Board reconvened into executive session at 8:30 p.m. for the purpose of discussing non-elected personnel.*

*Board returned to regular session at 9:10 p.m. Chair Brandenburger announced that no binding action was taken in executive session.*

*Chair Brandenburger adjourned the meeting at 9:10 p.m.*

**UPCOMING CALANDAR EVENTS:**

|                  |  |
|------------------|--|
| <u>July 5</u>    | Campus closed to celebrate Independence Day  |
| <u>July 14</u>   | Board of Trustees will meet at 6:00 p.m. for the purpose of focusing on proposed budget for 2011-2012, regular meeting following.            |
| <u>July 22</u>   | Policy Governance Meeting-Las Vegas – Dr. Clifford attending   |
| <u>Aug 12</u>    | Faculty Report-Division/Department Day   |
| <u>Aug 13</u>    | Full Time Faculty/Staff in-service   |
| <u>Aug 18</u>    | Classes begin  |
| <u>Oct 20-23</u> | ACCT 41 <sup>st</sup> Annual Community College Leadership Congress – Toronto Ontario, Canada<br>Della Brandenburger, Ron Schwartz attending. |

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Debra J. Atkinson  
Deputy Clerk

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Carol E. Ballantyne, Ph.D.  
Secretary

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Della Brandenburger  
Chair of the Board

**SPECIAL MEETING OF TRUSTEES  
OF  
GARDEN CITY COMMUNITY COLLEGE**

**Wednesday, June 23, 2010**

Trustees Present:

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

Others Present:

Randy Grisell, Garden City Community College Attorney

Steve Quakenbush, Director of Information Services and Publications

Monica Springer, Education reporter, Garden City Telegram

The Board of Trustees met in special session at 6:00 p.m. on June 23, 2010, in the Broncbuster room of Beth Tedrow Student Center.

Chair Brandenburger called the meeting to order at 6:00 p.m.

*Sterling moved, seconded by Worf, that the Board recess into executive session at 6:02 p.m. (30 minutes) for the purpose of discussing non-elected personnel.*

*Motion passed unanimously.*

*Included:*

*Board members and Grisell.*

*Board reconvened into regular session at 6:32 p.m. Chair Brandenburger announced that no binding action was taken in executive session.*

*Clifford moved, seconded by Sterling to adjourn at 6:33 p.m.*

*Motion passed unanimously.*

Meeting adjourned at 6:34 p.m.

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Steve Quakenbush  
Note Taker

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Carol E. Ballantyne, Ph.D.  
Secretary

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Della Brandenburger  
Chair of the Board

**SPECIAL MEETING OF TRUSTEES  
OF  
GARDEN CITY COMMUNITY COLLEGE**

**Wednesday, June 29, 2010**

Trustees Present:

Della Brandenburger, William S. Clifford, Marilyn Douglass, Ron Schwartz, Terri Worf

Trustees Absent:

Steve Sterling

Others Present:

Dr. Carol Ballantyne, President

Steve Quakenbush, Director of Information Services and Publications

Dee Wigner, Executive Dean of Administrative Services

The Board of Trustees met in special session at 6:00 p.m. on June 29, 2010, in the Broncbuster room of Beth Tedrow Student Center.

Chair Brandenburger called the meeting to order at 6:00 p.m.

*Clifford moved, seconded by Worf, that the Board recess into executive session at 6:02 p.m. (30 minutes) for the purpose of discussing non-elected personnel.*

*Motion passed unanimously.*

*Included:*

*Board members and Ballantyne*

*Board reconvened into regular session at 6:26 p.m.*

*Clifford moved, seconded by Worf to accept Ballantyne's submitted resignation at 6:27 p.m.*

*Motion passed unanimously*

(supporting document filed with official minutes)

*Clifford moved, seconded by Schwartz to discuss designation of interim executive responsibilities*

*Motion passed unanimously.*

Board discussed selection and appointment of temporary management team to administer college until an interim president can be located and hired. Discussion focused on appointing Dee Wigner, executive dean of administrative services; Kevin Brungardt, dean of academics; and Lenora Cook, dean of technical education. Board asked Winger for input. Wigner suggested consideration of Cathy McKinley, dean of continuing education and community services.

*Worf moved, seconded by Clifford to appoint a team of three, including Wigner, Brungardt and Cook as a executive management team to administer the college until an interim president can be located and hired.*

*Motion passed unanimously.*

Board members discussed frequency of meetings for management team. Board members reached consensus that in addition to team members meeting frequently, team and board members would meet together on weekly basis, at

5:30 p.m. Wednesdays at Administrative Conference Room if scheduling allows, with sessions open to campus and community.

Board members discussed need to give advance notification to news media and public of meetings, since sessions would likely involve majority of a quorum. Board asked Quakenbush for input. Quakenbush suggested giving advance notice of full meeting schedule, rather than issuing meeting-by-meeting notification, because of time factor, and suggested checking legal suitability of that procedure with college attorney.

Board members reached consensus that initial meeting would take place at 1 p.m. June 30 at Administrative Conference Room in Student and Community Services Center, including management team members Brungardt, Cook, Wigner; and Trustees Brandenburger and Douglass.

Board members discussed sending a message to faculty and staff letting employees know that trustees welcome input. No specific action taken at this time.

Board members asked Wigner if 2010-2011 budget proposal would be ready for presentation and consideration in regularly-scheduled board meeting at 6 p.m. July 14 in Endowment Room of Beth Tedrow Student Center. Wigner stated that she and Ballantyne had been working on proposal and it would be ready.

Trustees expressed individual best wishes for Ballantyne.

***Clifford moved, seconded by Douglass to adjourn meeting at 6:55 p.m.  
Motion passed unanimously.***

Meeting adjourned at 6:56 p.m.

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Steve Quakenbush  
Note Taker

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Della Brandenburger  
Chair of the Board

**SPECIAL MEETING OF TRUSTEES  
OF  
GARDEN CITY COMMUNITY COLLEGE**

**Wednesday, July 7, 2010**

**Trustees Present:**

Della Brandenburger, Merilyn Douglass, Ron Schwartz, Steve Sterling, Terri Worf

**Trustees Absent:**

William S. Clifford

**Others Present:**

Debra Atkinson, Deputy Clerk

Brenda Barrett, Director of Institutional Research

Kevin Brungardt, Dean of Academics

Randy Grisell, Garden City Community College Attorney

Bob Larson, Director of Athletics

Deanna Mann, Dean of Institutional Effectiveness & Enrollment Services

Cathy McKinley, Dean of Continuing Education & Community Services

Steve Quakenbush, Director of Information Services and Publications

Ryan Ruda, Dean of Student Services

Monica Springer, *Garden City Telegram*

Cricket Turley, Director of Human Resources

Dee Wigner, Executive Dean of Administrative Services

The Board of Trustees met in special session at 5:30 p.m. on July 7, 2010, in the Broncbuster room of the Beth Tedrow Student Center.

**CALL TO ORDER:**

Chair Brandenburger called the meeting to order at 5:35 p.m.

*Schwartz moved, seconded by Sterling, that the Board recess into executive session at 5:36 p.m. (15 minutes) for the purpose of discussing non-elected personnel.*

*Motion passed unanimously.*

*Included:*

*Board members and Grisell*

*Board reconvened into regular session at 5:51 p.m. Chair Brandenburger announced that no binding action was taken in executive session.*

**MEETING WITH ADMINISTRATIVE TEAM:**

Chair Brandenburger reported that she and Dean Brungardt had met on Tuesday, July 6, 2010. Lenora Cook, Dean of Technical Education and Wigner, other members of the administrative team were out of town.

Chair Brandenburger announced that on July 27, 2010 Fort Hays State University will be on our campus to sign six 2+2 articulation agreements toward business administration programs. The signing will take place in the Endowment Room of the Beth Tedrow Student Center at 1:30 pm. Staff and community are invited to attend.

The Board of Trustees, in cooperation with GCCC deans, are drafting a letter that will be sent to staff in reference to the presidential transition and access to/input for board members. A draft of the letter will be sent to Trustees as an electronic document for their review.

Board members agreed to meet at 5:30 p.m. on July 14, 2010 in the Endowment room of the Beth Tedrow Student Center to discuss 2010-2011 budget. Regular monthly Board of Trustee meeting will follow at 7:00 p.m.

Chair Brandenburger stated that she had been in contact with Endowment Association Director Melinda Harrington. Discussion concerning Shriver Trust fund distribution to GCCC and the future of the Bryan Education Center had taken place. Wigner told board members that the dollars received from the Shriver Trust have been invested and are drawing interest. These funds are designated for instructional equipment such as smart boards, projectors and computer rotation or replacement.

Wigner stated that the Bryan Education Center is scheduled to close July 31<sup>st</sup> and discussed the possibility of hosting a community reception. Board members agreed and encouraged Wigner to proceed and keep them informed. Brungardt told board members that GCCC would be offering Outreach Program classes in the fall at the high school in Scott City, in addition to concurrent classes.

Wigner sought direction from the Board of Trustees regarding requests from the public to use GCCC buses. Board members agreed to continue the practice when possible.

Board members also discussed a letter that was received from the office of Senator Pat Roberts office to change federal housing incentives.

***Worf moved, seconded by Schwartz, to sign the letter from the Senator's office in support of the change in housing incentives.***

***Motion passed unanimously.***

Board members reported that the Association of Community College Trustee organization had been contacted regarding the need for an interim president and that several resumes have been received and are being reviewed. Board members stated that they are looking for someone familiar with southwest Kansas to step in and continue administrative duties at GCCC until a full time president can be located and hired. Trustees stated that an interim could be selected or in place by August 1, 2010.

Board members expressed their appreciation for the continued cooperation and support of all faculty and staff during the presidential transition.

Trustees will arrive up to one half hour before scheduled Wednesday Board of Trustee meetings to be available for discussion with GCCC employees.

***Schwartz moved, seconded by Worf, that the Board recess into executive session at 6:40 p.m. (20 minutes) for the purpose of discussing non-elected personnel.***

***Motion passed unanimously.***

***Included:***

***Board members***

***Wigner***

***Brungardt***

***Board reconvened into regular session at 7:00 p.m. Chair Brandenburger announced that no binding action was taken in executive session.***

Meeting adjourned at 7:00 p.m.

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Debra J. Atkinson  
Deputy Clerk

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Della Brandenburger  
Chair of the Board

Fiscal Year: 2010

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             | 10,879.00-    | 1,567,629.00-  | 1,457,641.00-  | 109,988.00  | 7.54-   |
| 11-00-0000-00000-4002 AMMONIA REFG COURS | 0.00             | 39,303.00-    | 308,152.67-    | 288,985.00-    | 19,167.67   | 6.62-   |
| 11-00-0000-00000-4003 AUTOMATION ELECT C | 0.00             | 0.00          | 13,960.01-     | 36,000.00-     | 22,039.99-  | 61.22   |
| 11-00-0000-00000-4004 TUITION OUT OF STA | 0.00             | 27,690.00-    | 405,860.00-    | 400,000.00-    | 5,860.00    | 1.46-   |
| 11-00-0000-00000-4005 ACAD COURSE FEE :  | 0.00             | 3,541.00-     | 149,644.75-    | 140,000.00-    | 9,644.75    | 6.88-   |
| 11-00-0000-00000-4006 OUTREACH CREDIT HO | 0.00             | 2,220.00-     | 68,550.00-     | 52,000.00-     | 16,550.00   | 31.82-  |
| 11-00-0000-00000-4007 TECHNOLOGY FEE-C : | 0.00             | 3,186.00-     | 228,798.00-    | 220,000.00-    | 8,798.00    | 3.99-   |
| 11-00-0000-00000-4008 TECHNOLOGY FEE-O : | 0.00             | 888.00-       | 27,420.00-     | 21,000.00-     | 6,420.00    | 30.56-  |
| 11-00-0000-00000-4011 MISC STUDENT BILL  | 0.00             | 698.80-       | 35,765.74      | 45,000.00      | 9,234.26    | 20.52   |
| 11-00-0000-00000-4102 PRIVATE GIFTS/GRAN | 0.00             | 0.00          | 37,773.26-     | 37,500.00-     | 273.26      | 0.72-   |
| 11-00-0000-00000-4501 BUILDING/ROOM RENT | 0.00             | 140.00        | 7,862.50-      | 10,000.00-     | 2,137.50-   | 21.38   |
| 11-00-0000-00000-4512 VENDING MACHINES : | 0.00             | 731.59-       | 9,587.78-      | 12,000.00-     | 2,412.22-   | 20.10   |
| 11-00-0000-00000-4601 STATE OPERATING GR | 0.00             | 0.00          | 2,621,285.00-  | 2,629,138.00-  | 7,853.00-   | 0.30    |
| 11-00-0000-00000-4803 AD VALOREM PROPRT  | 0.00             | 3,639,064.78- | 9,055,054.06-  | 8,927,044.00-  | 128,010.06  | 1.42-   |
| 11-00-0000-00000-4805 MOTOR VEHICLE PROP | 0.00             | 121,933.04-   | 593,332.83-    | 658,488.00-    | 65,155.17-  | 9.89    |
| 11-00-0000-00000-4806 RECREATIONAL VEHIC | 0.00             | 1,789.64-     | 8,346.11-      | 9,769.00-      | 1,422.89-   | 14.57   |
| 11-00-0000-00000-4807 DELINQUENT TAX : G | 0.00             | 25,921.47-    | 180,403.40-    | 135,785.00-    | 44,618.40   | 32.85-  |
| 11-00-0000-00000-4808 PAYMENTS IN LIEU O | 0.00             | 36,761.48-    | 80,409.18-     | 124,055.00-    | 43,645.82-  | 35.18   |
| 11-00-0000-00000-4810 16/20 M TAX : GENE | 0.00             | 3,258.84-     | 20,433.83-     | 19,871.00-     | 562.83      | 2.82-   |
| 11-00-0000-00000-4811 TAX IN PROCESS : G | 0.00             | 0.00          | 132,638.32-    | 350,000.00-    | 217,361.68- | 62.10   |
| 11-00-0000-00000-4902 INTEREST INCOME :  | 0.00             | 2,171.83-     | 69,014.69-     | 200,000.00-    | 130,985.31- | 65.49   |
| 11-00-0000-00000-4904 REIMBURSED SALARY  | 0.00             | 0.00          | 170.00-        | 0.00           | 170.00      | 0.00    |
| 11-00-0000-00000-4905 ADMINISTRATIVE ALL | 0.00             | 4,012.62-     | 80,849.37-     | 75,000.00-     | 5,849.37    | 7.79-   |
| 11-00-0000-00000-4907 MISCELLANEOUS INCO | 0.00             | 1,746.41-     | 25,321.70-     | 80,000.00-     | 54,678.30-  | 68.35   |
| 11-00-0000-00000-4912 TRANSCRIPTS : GENE | 61.57            | 1,778.86-     | 16,576.13-     | 15,000.00-     | 1,514.56    | 10.09-  |
| =====                                    |                  |               |                |                |             |         |
| Totals for FUND: 11 - GENERAL            | 61.57            | 3,927,436.36- | 15,673,306.85- | 15,854,276.00- | 181,030.72- | 1.14    |

Fiscal Year: 2010

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             | 0.00        | 45,000.00-  | 350,000.00-   | 305,000.00- | 87.14   |
| 61-00-0000-00000-4803 AD VALOREM PROPRT  | 0.00             | 202,117.09- | 502,816.01- | 500,654.00-   | 2,162.01    | 0.42-   |
| 61-00-0000-00000-4805 MOTOR VEHICLE PROP | 0.00             | 6,585.95-   | 33,266.33-  | 35,566.00-    | 2,299.67-   | 6.47    |
| 61-00-0000-00000-4806 RECREATIONAL VEHIC | 0.00             | 96.68-      | 468.25-     | 528.00-       | 59.75-      | 11.32   |
| 61-00-0000-00000-4807 DELINQUENT TAX : G | 0.00             | 1,425.88-   | 9,820.44-   | 7,334.00-     | 2,486.44    | 33.89-  |
| 61-00-0000-00000-4808 PAYMENTS IN LIEU O | 0.00             | 2,041.77-   | 4,466.01-   | 6,701.00-     | 2,234.99-   | 33.35   |
| 61-00-0000-00000-4810 16/20 M TAX : GENE | 0.00             | 185.23-     | 1,159.54-   | 1,074.00-     | 85.54       | 7.95-   |
| 61-00-0000-00000-4811 TAX IN PROCESS : G | 0.00             | 0.00        | 7,164.55-   | 28,240.00-    | 21,075.45-  | 74.63   |
| 61-00-0000-00000-4907 MISCELLANEOUS INCO | 0.00             | 0.00        | 27,995.90-  | 0.00          | 27,995.90   | 0.00    |
| =====                                    |                  |             |             |               |             |         |
| Totals for FUND: 61 - CAPITAL OUTLAY     | 0.00             | 212,452.60- | 632,157.03- | 930,097.00-   | 297,939.97- | 32.03   |



Fiscal Year: 2010

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       | 3,335.61      | 3,335.61  | 100.00  |
| DEPARTMENT: 11010 - BUSINESS & ECONOMI | 0.00             | 18,728.89  | 135,008.67 | 151,137.00    | 16,128.33 | 10.67   |
| DEPARTMENT: 11020 - HUMANITIES         | 0.00             | 7,646.52   | 115,054.39 | 104,424.00    | 10,630.39 | 10.17-  |
| DEPARTMENT: 11021 - ENGLISH            | 0.00             | 52,001.86  | 398,011.52 | 391,084.78    | 6,926.74  | 1.76-   |
| DEPARTMENT: 11022 - SPEECH             | 0.00             | 16,795.34  | 76,973.45  | 121,498.83    | 44,525.38 | 36.65   |
| DEPARTMENT: 11024 - PHOTOGRAPHY        | 0.00             | 0.00       | 0.00       | 2,692.00      | 2,692.00  | 100.00  |
| DEPARTMENT: 11025 - JOURNALISM         | 0.00             | 9,340.59   | 62,205.06  | 62,270.00     | 64.94     | 0.10    |
| DEPARTMENT: 11026 - BROADCASTING       | 0.00             | 8,937.95   | 56,562.49  | 70,945.00     | 14,382.51 | 20.27   |
| DEPARTMENT: 11030 - ART                | 884.00           | 26,155.06  | 146,728.29 | 140,671.06    | 6,941.23  | 4.92-   |
| DEPARTMENT: 11031 - DRAMA              | 0.00             | 2,917.31   | 86,434.44  | 102,506.96    | 16,072.52 | 15.68   |
| DEPARTMENT: 11032 - VOCAL MUSIC        | 0.00             | 12,042.56  | 79,793.15  | 76,822.85     | 2,970.30  | 3.86-   |
| DEPARTMENT: 11033 - INST MUSIC         | 1,900.90         | 12,647.86  | 221,617.37 | 226,422.00    | 2,903.73  | 1.28    |
| DEPARTMENT: 11040 - SCIENCE            | 691.31           | 41,206.02  | 478,431.28 | 485,332.20    | 6,209.61  | 1.28    |
| DEPARTMENT: 11050 - MATH               | 0.00             | 36,491.81  | 302,656.78 | 303,480.62    | 823.84    | 0.27    |
| DEPARTMENT: 11060 - SOCIAL SCIENCE     | 0.00             | 75,196.97  | 565,297.90 | 579,014.38    | 13,716.48 | 2.37    |
| DEPARTMENT: 11070 - HEALTH & PHYSICAL  | 0.00             | 19,936.81  | 177,020.63 | 165,158.00    | 11,862.63 | 7.17-   |
| DEPARTMENT: 11071 - WELLNESS-SUPER CIR | 0.00             | 14,668.83  | 100,358.33 | 101,336.00    | 977.67    | 0.96    |
| DEPARTMENT: 11080 - ESSENTIAL SKILLS   | 0.00             | 592.11     | 8,647.64   | 700.00        | 7,947.64  | 135.37- |
| DEPARTMENT: 11081 - READING            | 0.00             | 430.60     | 57,888.31  | 58,743.00     | 854.69    | 1.45    |
| DEPARTMENT: 11082 - ESL                | 0.00             | 11,801.03  | 58,866.26  | 62,304.06     | 3,437.80  | 5.52    |
| DEPARTMENT: 11083 - COLLEGE SKILLS     | 0.00             | 0.00       | 16,775.00  | 16,265.00     | 510.00    | 3.13-   |
| DEPARTMENT: 11090 - ACADEMIC CHALLENGE | 0.00             | 0.00       | 4,652.85   | 4,138.00      | 514.85    | 12.43-  |
| DEPARTMENT: 11095 - FORENSICS COMPETIT | 0.00             | 0.00       | 8,811.57   | 10,745.00     | 1,933.43  | 17.99   |
| DEPARTMENT: 11100 - TECHNOLOGY--INSTRU | 1,481.00         | 12,656.73  | 212,006.76 | 220,000.00    | 6,512.24  | 2.96    |
| DEPARTMENT: 12011 - MID-MANAGEMENT     | 0.00             | 0.00       | 30,180.03  | 33,147.00     | 2,966.97  | 8.95    |
| DEPARTMENT: 12012 - MCSE/CISCO         | 0.00             | 0.00       | 41,033.07  | 44,041.00     | 3,007.93  | 6.83    |
| DEPARTMENT: 12013 - OFFICE EDUCATION   | 0.00             | 0.00       | 52,458.07  | 55,910.00     | 3,451.93  | 6.17    |
| DEPARTMENT: 12014 - FINNUP LAB         | 11.81            | 11,065.26  | 61,391.65  | 69,315.00     | 7,911.54  | 11.41   |
| DEPARTMENT: 12090 - BSIS COMPETITION T | 0.00             | 0.00       | 1,200.00   | 1,200.00      | 0.00      | 0.00    |
| DEPARTMENT: 12200 - ADN PROGRAM        | 2,167.82         | 49,944.82  | 372,660.56 | 395,826.80    | 20,998.42 | 5.30    |
| DEPARTMENT: 12201 - LPN PROGRAM        | 1,449.55         | 17,696.02  | 161,125.36 | 184,664.00    | 22,089.09 | 11.96   |
| DEPARTMENT: 12202 - EMT                | 2,240.25         | 14,091.69  | 163,013.75 | 152,523.50    | 12,730.50 | 8.34-   |
| DEPARTMENT: 12203 - ALLIED HEALTH      | 1,602.70         | 25,646.58  | 194,860.85 | 183,317.20    | 13,146.35 | 7.16-   |
| DEPARTMENT: 12210 - AGRICULTURE        | 0.00             | 9,019.55   | 48,937.22  | 52,736.00     | 3,798.78  | 7.20    |
| DEPARTMENT: 12211 - MEAT JUDGING       | 859.05           | 11,831.75  | 101,856.66 | 93,224.00     | 9,491.71  | 10.17-  |
| DEPARTMENT: 12220 - AG EQUIPMENT & MEC | 0.00             | 18,889.92  | 188,172.12 | 187,045.00    | 1,127.12  | 0.59-   |
| DEPARTMENT: 12230 - AUTO MECHANICS     | 0.00             | 20,468.15  | 129,944.10 | 126,757.45    | 3,186.65  | 2.50-   |
| DEPARTMENT: 12240 - CRIMINAL JUSTICE   | 0.00             | 15,009.39  | 169,053.40 | 190,241.00    | 21,187.60 | 11.14   |
| DEPARTMENT: 12241 - FIRE SCIENCE       | 925.73           | 22,351.87  | 96,166.48  | 73,468.00     | 23,624.21 | 32.15-  |
| DEPARTMENT: 12242 - CHALLENGE COURSE   | 0.00             | 810.00     | 1,886.50   | 1,887.00      | 0.50      | 0.03    |
| DEPARTMENT: 12250 - COSMETOLOGY        | 0.00             | 23,782.03  | 126,344.46 | 121,879.00    | 4,465.46  | 3.65-   |
| DEPARTMENT: 12260 - DRAFTING           | 0.00             | 0.00       | 4,553.61   | 8,966.00      | 4,412.39  | 49.21   |
| DEPARTMENT: 12270 - AMMONIA REFRIGERAT | 6,285.81         | 39,727.77  | 280,670.53 | 289,084.18    | 2,127.84  | 0.74    |
| DEPARTMENT: 12271 - AUTOMATION ELECTRI | 0.00             | 12,535.44  | 73,769.65  | 78,996.87     | 5,227.22  | 6.62    |
| DEPARTMENT: 12272 - INDUSTRIAL MAINTEN | 0.00             | 24,387.41  | 86,736.58  | 90,446.00     | 3,709.42  | 4.10    |
| DEPARTMENT: 12273 - WELDING            | 3,453.06         | 18,813.52  | 146,507.81 | 165,368.00    | 15,407.13 | 9.32    |
| DEPARTMENT: 12280 - BUILDING TRADES    | 0.00             | 0.00       | 4.05       | 5.00          | 0.95      | 19.00   |
| DEPARTMENT: 12290 - FINNEY COUNTY LEAR | 0.00             | 6,346.28   | 75,055.24  | 78,724.00     | 3,668.76  | 4.66    |
| DEPARTMENT: 21100 - INSTITUTIONAL RESE | 0.00             | 6,559.79   | 79,168.36  | 80,337.00     | 1,168.64  | 1.45    |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 938.33     | 7,023.05   | 8,235.00      | 1,211.95  | 14.72   |
| DEPARTMENT: 32000 - BUSINESS & INDUSTR | 0.00             | 4,915.67   | 72,889.40  | 79,399.00     | 6,509.60  | 8.20    |

|  |           |           |              |              |            |        |
|--|-----------|-----------|--------------|--------------|------------|--------|
| DEPARTMENT: 41000 - LIBRARY            | 25,430.00 | 13,603.39 | 171,378.56   | 177,582.00   | 19,226.56- | 10.82- |
| DEPARTMENT: 41009 - COMPREHENSIVE LEAR | 0.00      | 7,435.30  | 71,623.08    | 94,363.00    | 22,739.92  | 24.10  |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 0.00      | 0.00      | 66,717.22    | 0.00         | 66,717.22- | 0.00   |
| DEPARTMENT: 42001 - DEAN OF ACADEMICS  | 37,582.07 | 20,684.88 | 259,356.72   | 360,146.04   | 63,207.25  | 17.55  |
| DEPARTMENT: 42002 - OUTREACH           | 0.00      | 4,776.16  | 75,029.45    | 97,642.00    | 22,612.55  | 23.16  |
| DEPARTMENT: 42003 - FACULTY SENATE     | 0.00      | 631.14    | 13,734.49    | 24,797.61    | 11,063.12  | 44.61  |
| DEPARTMENT: 42005 - DEAN OF TECHNICAL  | 0.00      | 17,589.95 | 175,634.10   | 192,404.84   | 16,770.74  | 8.72   |
| DEPARTMENT: 42006 - DEAN OF CONT ED CO | 201.00    | 14,847.32 | 157,875.41   | 164,625.00   | 6,548.59   | 3.98   |
| DEPARTMENT: 42007 - BRYAN EDUCATION CE | 0.00      | 4,748.39  | 55,343.26    | 59,159.00    | 3,815.74   | 6.45   |
| DEPARTMENT: 43000 - TRANSITION         | 0.00      | 2,169.71  | 26,048.48    | 26,070.00    | 21.52      | 0.08   |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00      | 11,867.53 | 135,838.03   | 137,376.00   | 1,537.97   | 1.12   |
| DEPARTMENT: 50001 - STUDENT SUPPORT SE | 0.00      | 0.00      | 33,655.00    | 33,655.00    | 0.00       | 0.00   |
| DEPARTMENT: 50002 - EDUCATIONAL TALENT | 0.00      | 2,697.75  | 44,293.57    | 44,376.00    | 82.43      | 0.19   |
| DEPARTMENT: 50010 - COUNSELING & GUIDA | 0.00      | 13,874.18 | 141,809.83   | 170,673.00   | 28,863.17  | 16.91  |
| DEPARTMENT: 50011 - ASSESSMENT/TESTING | 0.00      | 3,234.64  | 45,649.00    | 52,203.00    | 6,554.00   | 12.55  |
| DEPARTMENT: 50020 - FINANCIAL AID OFFI | 900.00    | 33,142.28 | 270,486.56   | 279,501.00   | 8,114.44   | 2.90   |
| DEPARTMENT: 50030 - ADMISSIONS         | 0.00      | 15,156.46 | 184,724.66   | 199,520.00   | 14,795.34  | 7.42   |
| DEPARTMENT: 50040 - REGISTRAR'S OFFICE | 0.00      | 11,599.06 | 140,141.20   | 141,601.00   | 1,459.80   | 1.03   |
| DEPARTMENT: 50050 - STUDENT HEALTH SER | 0.00      | 7,920.55  | 49,690.72    | 50,092.00    | 401.28     | 0.80   |
| DEPARTMENT: 50100 - DEAN OF IE/ES      | 0.00      | 6,477.54  | 77,562.52    | 76,842.00    | 720.52-    | 0.93-  |
| DEPARTMENT: 55000 - DIRECTOR OF ATHLET | 1,000.97  | 19,633.89 | 366,190.33   | 383,301.51   | 16,110.21  | 4.20   |
| DEPARTMENT: 55001 - MEN'S BASKETBALL   | 0.00      | 10,085.39 | 122,221.65   | 118,135.64   | 4,086.01-  | 3.45-  |
| DEPARTMENT: 55002 - WOMEN'S BASKETBALL | 2,368.00  | 7,260.98  | 98,229.05    | 100,498.18   | 98.87-     | 0.09-  |
| DEPARTMENT: 55003 - MEN'S TRACK        | 630.00    | 2,788.09  | 38,458.34    | 39,360.00    | 271.66     | 0.69   |
| DEPARTMENT: 55004 - WOMEN'S TRACK      | 700.68    | 2,342.49  | 35,602.26    | 38,316.00    | 2,013.06   | 5.25   |
| DEPARTMENT: 55005 - WOMEN'S SOFTBALL   | 0.00      | 8,214.07  | 81,705.44    | 80,377.36    | 1,328.08-  | 1.64-  |
| DEPARTMENT: 55006 - FOOTBALL           | 0.00      | 17,536.90 | 269,811.97   | 289,217.27   | 19,405.30  | 6.71   |
| DEPARTMENT: 55007 - BASEBALL           | 0.00      | 5,954.50  | 117,880.84   | 110,521.87   | 7,358.97-  | 6.65-  |
| DEPARTMENT: 55008 - VOLLEYBALL         | 2,886.00  | 2,454.59  | 49,569.64    | 58,726.00    | 6,270.36   | 10.68  |
| DEPARTMENT: 55009 - WOMEN'S SOCCER     | 3,732.00  | 2,954.07  | 52,503.84    | 55,411.00    | 824.84-    | 1.48-  |
| DEPARTMENT: 55010 - MEN'S SOCCER       | 4,176.25  | 3,328.93  | 56,770.49    | 57,538.00    | 3,408.74-  | 5.91-  |
| DEPARTMENT: 55012 - CHEERLEADING       | 0.00      | 1,614.95  | 33,370.56    | 31,919.00    | 1,451.56-  | 4.54-  |
| DEPARTMENT: 55013 - DANCE TEAM         | 0.00      | 652.63    | 16,049.14    | 19,816.00    | 3,766.86   | 19.01  |
| DEPARTMENT: 55014 - RODEO TEAM         | 5,000.00  | 6,536.42  | 113,439.79   | 118,143.00   | 296.79-    | 0.24-  |
| DEPARTMENT: 55018 - INTRAMURALS & STUD | 0.00      | 446.63    | 4,980.26     | 6,897.00     | 1,916.74   | 27.79  |
| DEPARTMENT: 55019 - ATHLETIC TRAINING  | 0.00      | 10,033.21 | 125,802.29   | 130,504.00   | 4,701.71   | 3.60   |
| DEPARTMENT: 61000 - PRESIDENT          | 129.00    | 34,240.40 | 267,967.02   | 336,694.17   | 68,598.15  | 20.37  |
| DEPARTMENT: 61001 - BOARD OF TRUSTEES  | 359.10    | 131.04    | 16,123.61    | 24,840.00    | 8,357.29   | 33.64  |
| DEPARTMENT: 61005 - ATTORNEY           | 0.00      | 0.00      | 10,230.66    | 20,250.00    | 10,019.34  | 49.48  |
| DEPARTMENT: 62000 - DEAN OF ADMIN SERV | 529.20    | 21,769.50 | 1,200,710.44 | 1,262,669.00 | 61,429.36  | 4.87   |
| DEPARTMENT: 62010 - HUMAN RESOURCES    | 3,004.32  | 8,551.55  | 99,921.24    | 135,138.50   | 32,212.94  | 23.84  |
| DEPARTMENT: 62011 - ADA COMPLIANCE     | 3,400.00  | 3,448.30  | 43,555.33    | 59,329.00    | 12,373.67  | 20.86  |
| DEPARTMENT: 62012 - LEADERSHIP DEVELOP | 0.00      | 2,122.14  | 8,395.34     | 13,492.50    | 5,097.16   | 37.78  |
| DEPARTMENT: 62050 - ONE-TIME PURCHASES | 1,943.00  | 61,026.02 | 46,523.85-   | 900.00       | 45,480.85  | 053.43 |
| DEPARTMENT: 63000 - INFORMATION SERVIC | 4,923.98  | 17,690.47 | 222,842.16   | 249,563.00   | 21,796.86  | 8.73   |
| DEPARTMENT: 64000 - INFORMATION TECHNO | 6,666.01  | 40,453.13 | 556,231.02   | 636,829.00   | 73,931.97  | 11.61  |
| DEPARTMENT: 65000 - CENTRAL SERVICES   | 2,971.14  | 8,697.94  | 145,729.55   | 179,648.00   | 30,947.31  | 17.23  |
| DEPARTMENT: 70000 - PHYSICAL PLANT ADM | 4,349.65  | 7,078.08  | 105,691.15   | 111,916.00   | 1,875.20   | 1.68   |
| DEPARTMENT: 71000 - BUILDINGS          | 6,685.76  | 31,966.90 | 339,028.32   | 355,085.16   | 9,371.08   | 2.64   |
| DEPARTMENT: 71005 - SCOTT CITY BLDG MA | 130.45    | 2,561.38  | 24,525.25    | 30,127.00    | 5,471.30   | 18.16  |
| DEPARTMENT: 71009 - RENTAL PROPERTY MA | 0.00      | 0.00      | 50.00        | 3,690.00     | 3,640.00   | 98.64  |
| DEPARTMENT: 72000 - CUSTODIAL SERVICES | 0.00      | 46,183.63 | 523,795.22   | 546,579.00   | 22,783.78  | 4.17   |
| DEPARTMENT: 73000 - GROUNDS            | 13,949.42 | 18,473.21 | 182,235.13   | 207,580.50   | 11,395.95  | 5.49   |
| DEPARTMENT: 73001 - ATHLETIC FIELDS    | 1,207.73  | 8,414.29  | 36,160.15    | 38,528.50    | 1,160.62   | 3.01   |
| DEPARTMENT: 74000 - VEHICLES           | 5,385.26  | 18,581.53 | 242,722.40   | 253,527.00   | 5,419.34   | 2.14   |
| DEPARTMENT: 75000 - CAMPUS SECURITY    | 120.00    | 11,874.60 | 143,136.25   | 151,964.00   | 8,707.75   | 5.73   |
| DEPARTMENT: 76000 - INSURANCE          | 0.00      | 3,422.59  | 270,332.98   | 313,534.00   | 43,201.02  | 13.78  |
| DEPARTMENT: 77000 - UTILITIES          | 7,988.97  | 47,135.59 | 596,750.01   | 709,041.00   | 104,302.02 | 14.71  |
| DEPARTMENT: 81000 - BOOK SCHOLARSHIPS  | 0.00      | 23,358.89 | 59,422.22    | 62,000.00    | 2,577.78   | 4.16   |

|  |          |          |            |            |           |        |
|--|----------|----------|------------|------------|-----------|--------|
| DEPARTMENT: 81001 - TUIT WAIVER SEN CT | 0.00     | 86.00    | 4,984.00   | 9,020.00   | 4,036.00  | 44.75  |
| DEPARTMENT: 81002 - TUIT WAIVER EMPL/D | 0.00     | 860.00   | 19,767.50  | 33,087.00  | 13,319.50 | 40.26  |
| DEPARTMENT: 81003 - STATE MANDATED WAI | 0.00     | 1,115.00 | 4,924.00   | 3,000.00   | 1,924.00- | 64.12- |
| DEPARTMENT: 81004 - TUIT WAIVER CTZ IN | 0.00     | 528.00-  | 141,393.00 | 151,575.00 | 10,182.00 | 6.72   |
| DEPARTMENT: 81005 - TUIT WAIVER FCHS   | 0.00     | 0.00     | 24,902.00  | 25,000.00  | 98.00     | 0.39   |
| DEPARTMENT: 81006 - TUIT WAIVER FINE A | 0.00     | 0.00     | 59,432.00  | 49,938.00  | 9,494.00- | 19.00- |
| DEPARTMENT: 94000 - STUDENT CENTER     | 0.00     | 3,596.84 | 57,088.82  | 67,932.00  | 10,843.18 | 15.96  |
| DEPARTMENT: 98001 - CHILD CARE         | 3,794.70 | 3,516.01 | 42,267.48  | 43,001.00  | 3,061.18- | 7.11-  |

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|                    |            |              |               |               |            |      |
|--------------------|------------|--------------|---------------|---------------|------------|------|
| FUND: 11 - GENERAL | 176,097.65 | 1,455,147.09 | 15,319,432.85 | 16,414,558.00 | 919,027.50 | 5.60 |
|--------------------|------------|--------------|---------------|---------------|------------|------|

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FUND: 14 - ADULT SUPPLEMENTARY ED

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available | % Avail |
|--|------------------|------------|------------|---------------|-----------|---------|
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 6,399.41         | 7,899.93   | 78,904.15  | 113,635.00    | 28,331.44 | 24.93   |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 0.00       | 5,000.00-  | 5,000.00-     | 0.00      | 0.00    |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 8,515.22   | 34,784.23  | 45,809.73     | 11,025.50 | 24.07   |
| DEPARTMENT: 55006 - FOOTBALL           | 0.00             | 1,401.66   | 8,364.97   | 20,000.00     | 11,635.03 | 58.18   |
| DEPARTMENT: 55002 - WOMEN'S BASKETBALL | 0.00             | 1,226.88   | 2,709.47   | 1,900.00      | 809.47-   | 42.59-  |
| DEPARTMENT: 55001 - MEN'S BASKETBALL   | 0.00             | 209.50     | 2,219.56   | 7,500.00      | 5,280.44  | 70.41   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 161.48     | 8,221.05   | 14,451.00     | 6,229.95  | 43.11   |
| DEPARTMENT: 55012 - CHEERLEADING       | 0.00             | 0.00       | 898.99     | 1,200.00      | 301.01    | 25.08   |
| DEPARTMENT: 55008 - VOLLEYBALL         | 0.00             | 0.00       | 3,445.26   | 5,000.00      | 1,554.74  | 31.09   |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 0.00       | 0.00       | 7,000.00-     | 7,000.00- | 100.00  |
| DEPARTMENT: 11010 - BUSINESS & ECONOMI | 0.00             | 0.00       | 0.00       | 10,000.00     | 10,000.00 | 100.00  |
| DEPARTMENT: 55005 - WOMEN'S SOFTBALL   | 0.00             | 82.00      | 4,213.00   | 5,000.00      | 787.00    | 15.74   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 18,236.68  | 37,434.88  | 57,789.52     | 20,354.64 | 35.22   |
| DEPARTMENT: 55007 - BASEBALL           | 0.00             | 1,380.76   | 10,458.63  | 20,000.00     | 9,541.37  | 47.71   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 1,640.52   | 2,400.00      | 759.48    | 31.65   |
| DEPARTMENT: 11031 - DRAMA              | 0.00             | 0.00       | 27,868.87  | 44,788.00     | 16,919.13 | 37.78   |
| DEPARTMENT: 55010 - MEN'S SOCCER       | 0.00             | 269.09     | 4,716.54   | 10,200.00     | 5,483.46  | 53.76   |
| DEPARTMENT: 42005 - DEAN OF TECHNICAL  | 0.00             | 0.00       | 1,008.00   | 0.00          | 1,008.00- | 0.00    |
| DEPARTMENT: 55013 - DANCE TEAM         | 0.00             | 454.12     | 939.96     | 1,700.00      | 760.04    | 44.71   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 1,354.01   | 5,606.71   | 35,960.00     | 30,353.29 | 84.41   |

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|                                   |          |           |            |            |            |       |
|-----------------------------------|----------|-----------|------------|------------|------------|-------|
| FUND: 14 - ADULT SUPPLEMENTARY ED | 6,399.41 | 41,191.33 | 228,434.79 | 385,333.25 | 150,499.05 | 39.06 |
|-----------------------------------|----------|-----------|------------|------------|------------|-------|

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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             | 196.01     | 12,353.51    | 14,000.00     | 1,646.49   | 11.76   |
| DEPARTMENT: 94000 - STUDENT CENTER     | 1,636.75         | 2,439.07   | 140,928.20   | 184,400.00    | 41,835.05  | 22.69   |
| DEPARTMENT: 95000 - STUDENT HOUSING    | 87,613.47        | 48,678.37  | 1,167,579.18 | 1,364,011.00  | 108,818.35 | 7.98    |
| DEPARTMENT: 95001 - DIRECTOR'S APARTME | 0.00             | 374.35     | 592.35       | 20,000.00     | 19,407.65  | 97.04   |
| DEPARTMENT: 98000 - COSMETOLOGY        | 0.00             | 1,333.08   | 84,843.99    | 113,955.00    | 29,111.01  | 25.55   |

|  |        |          |           |           |          |       |
|--|--------|----------|-----------|-----------|----------|-------|
| DEPARTMENT: 98001 - CHILD CARE         | 483.75 | 4,677.30 | 38,157.68 | 42,791.00 | 4,149.57 | 9.70  |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 0.00   | 0.00     | 9,600.00  | 19,200.00 | 9,600.00 | 50.00 |

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|                               |           |           |              |              |            |       |
|-------------------------------|-----------|-----------|--------------|--------------|------------|-------|
| FUND: 16 - AUXILIARY ENTITIES | 89,733.97 | 57,698.18 | 1,454,054.91 | 1,758,357.00 | 214,568.12 | 12.20 |
|-------------------------------|-----------|-----------|--------------|--------------|------------|-------|

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Fiscal Year: 2010 FUND: 21 - FEDERAL STUDENT AID

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual   | Annual Budget | Available     | % Avail |
|--|------------------|------------|--------------|---------------|---------------|---------|
| DEPARTMENT: 50020 - FINANCIAL AID OFFI | 0.00             | 299,420.83 | 4,657,627.20 | 102,413.16    | 4,555,214.04- | 447.87- |
| FUND: 21 - FEDERAL STUDENT AID         | 0.00             | 299,420.83 | 4,657,627.20 | 102,413.16    | 4,555,214.04- | 447.87- |

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Fiscal Year: 2010 FUND: 22 - RESTRICTED GRANTS

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available  | % Avail |
|--|------------------|------------|------------|---------------|------------|---------|
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00             | 0.00       | 5,992.00   | 0.00          | 5,992.00-  | 0.00    |
| DEPARTMENT: 71000 - BUILDINGS          | 153,205.04       | 0.00       | 90,466.96  | 175,807.00    | 67,865.00- | 38.59-  |
| DEPARTMENT: 11100 - TECHNOLOGY--INSTRU | 0.00             | 16,557.29  | 17,027.00  | 17,377.00     | 350.00     | 2.01    |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 3,731.72   | 46,720.12  | 152,800.00    | 106,079.88 | 69.42   |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 0.00       | 33,655.00- | 33,655.00-    | 0.00       | 0.00    |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00             | 17,236.06  | 238,230.98 | 342,332.00    | 104,101.02 | 30.41   |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 0.00       | 11,907.00- | 11,907.00-    | 0.00       | 0.00    |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00             | 18,611.95  | 168,482.47 | 250,041.00    | 81,558.53  | 32.62   |
| DEPARTMENT: 45010 - ALLIED HEALTH ACTI | 0.00             | 10,099.89  | 117,070.15 | 304,942.00    | 187,871.85 | 61.61   |
| DEPARTMENT: 71000 - BUILDINGS          | 0.00             | 0.00       | 0.00       | 270,000.00    | 270,000.00 | 100.00  |
| DEPARTMENT: 42005 - DEAN OF TECHNICAL  | 0.00             | 1,423.52   | 2,500.00   | 2,500.00      | 0.00       | 0.00    |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00             | 0.00       | 624.50     | 22,684.00     | 22,059.50  | 97.25   |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 0.00             | 3,953.57   | 32,536.34  | 47,368.00     | 14,831.66  | 31.31   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 14,882.61  | 177,472.01 | 181,360.00    | 3,887.99   | 2.14    |
| DEPARTMENT: 11040 - SCIENCE            | 595.00           | 3,819.54   | 11,086.21  | 35,204.00     | 23,522.79  | 66.82   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 238.97           | 11,976.75  | 50,911.03  | 51,150.00     | 0.00       | 0.00    |
| DEPARTMENT: 42005 - DEAN OF TECHNICAL  | 147.66           | 9,130.59   | 98,258.21  | 114,061.00    | 15,655.13  | 13.73   |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 0.00             | 12,866.32  | 129,022.88 | 180,920.00    | 51,897.12  | 28.69   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 20,115.02  | 173,178.99 | 174,135.00    | 956.01     | 0.55    |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 0.00       | 0.00       | 5,000.00      | 5,000.00   | 100.00  |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 453.12     | 15,964.55     | 15,511.43  | 97.16   |
| DEPARTMENT: 12200 - ADN PROGRAM        | 0.00             | 0.00       | 452.61     | 0.00          | 452.61-    | 0.00    |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 0.00       | 0.00       | 1,600.00      | 1,600.00   | 100.00  |
| DEPARTMENT: 45010 - ALLIED HEALTH ACTI | 0.00             | 0.00       | 682.05     | 30,682.05     | 30,000.00  | 97.78   |
| DEPARTMENT: 12211 - MEAT JUDGING       | 0.00             | 0.00       | 0.00       | 0.00          | 0.00       | 0.00    |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 0.00       | 5,517.73   | 10,316.00     | 4,798.27   | 46.51   |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 1,095.20   | 28,994.73  | 33,587.53     | 4,592.80   | 13.67   |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00             | 0.00       | 139,846.62 | 139,846.62    | 0.00       | 0.00    |
| DEPARTMENT: 45010 - ALLIED HEALTH ACTI | 0.00             | 0.00       | 142,000.10 | 148,836.10    | 6,836.00   | 4.59    |
| DEPARTMENT: 45011 - SCIENCE LAB ACTIVI | 0.00             | 0.00       | 5,514.32   | 5,514.32      | 0.00       | 0.00    |

|  |      |      |            |            |            |       |
|--|------|------|------------|------------|------------|-------|
| DEPARTMENT: 71000 - BUILDINGS          | 0.00 | 0.00 | 239,000.00 | 239,000.00 | 0.00       | 0.00  |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00 | 0.00 | 21,350.85  | 21,350.85  | 0.00       | 0.00  |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00 | 0.00 | 0.00       | 0.00       | 0.00       | 0.00  |
| DEPARTMENT: 11040 - SCIENCE            | 0.00 | 0.00 | 4,957.14   | 4,957.14   | 0.00       | 0.00  |
| DEPARTMENT: 42005 - DEAN OF TECHNICAL  | 0.00 | 0.00 | 150.00-    | 0.00       | 150.00     | 0.00  |
| DEPARTMENT: 42000 - DEAN OF LEARNING S | 0.00 | 0.00 | 13,227.43  | 22,857.77  | 9,630.34   | 42.13 |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00 | 0.00 | 0.00       | 0.00       | 0.00       | 0.00  |
| DEPARTMENT: 12270 - AMMONIA REFRIGERAT | 0.00 | 0.00 | 12,540.37  | 14,970.18  | 2,429.81   | 16.23 |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00 | 0.00 | 29,721.80  | 0.00       | 29,721.80- | 0.00  |

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|                              |            |            |              |              |            |       |
|------------------------------|------------|------------|--------------|--------------|------------|-------|
| FUND: 22 - RESTRICTED GRANTS | 154,186.67 | 145,500.03 | 1,958,126.72 | 2,971,602.11 | 859,288.72 | 28.92 |
|------------------------------|------------|------------|--------------|--------------|------------|-------|

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FUND: 23 - OTHER RESTRICTED FUNDS

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available | % Avail |
|--|------------------|------------|------------|---------------|-----------|---------|
| DEPARTMENT: 11026 - BROADCASTING       | 0.00             | 0.00       | 0.00       | 54,967.00     | 54,967.00 | 100.00  |
| DEPARTMENT: 71000 - BUILDINGS          | 0.00             | 0.00       | 10,032.09  | 10,033.00     | 0.91      | 0.01    |
| DEPARTMENT: 31000 - COMMUNITY SERVICE  | 0.00             | 258.98     | 6,079.77   | 10,500.00     | 4,420.23  | 42.10   |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 1,952.50         | 0.00       | 1,199.00   | 3,199.00      | 47.50     | 1.48    |
| DEPARTMENT: 55000 - DIRECTOR OF ATHLET | 0.00             | 0.00       | 7,000.00   | 7,000.00      | 0.00      | 0.00    |
| DEPARTMENT: 63000 - INFORMATION SERVIC | 0.00             | 1,000.00   | 1,000.00   | 1,000.00      | 0.00      | 0.00    |
| DEPARTMENT: 61000 - PRESIDENT          | 0.00             | 547.50     | 600.00     | 600.00        | 0.00      | 0.00    |
| 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       | 0.00       | 4,572.50      | 4,572.50  | 100.00  |
| DEPARTMENT: 71000 - BUILDINGS          | 0.00             | 0.00       | 0.00       | 1,000.00      | 1,000.00  | 100.00  |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 766.50           | 0.00       | 2,364.00   | 3,364.00      | 233.50    | 6.94    |

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|                                   |          |          |           |            |           |       |
|-----------------------------------|----------|----------|-----------|------------|-----------|-------|
| FUND: 23 - OTHER RESTRICTED FUNDS | 2,719.00 | 1,806.48 | 28,274.86 | 116,263.50 | 85,269.64 | 73.34 |
|-----------------------------------|----------|----------|-----------|------------|-----------|-------|

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FUND: 24 - ADULT EDUCATION

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available | % Avail |
|--|------------------|------------|------------|---------------|-----------|---------|
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 0.00       | 31.77      | 0.00          | 31.77-    | 0.00    |
| DEPARTMENT: 13305 - ADULT ED - STAFF D | 0.00             | 0.00       | 203.18-    | 0.00          | 203.18    | 0.00    |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 1,035.00         | 10,045.88  | 142,840.00 | 143,875.00    | 0.00      | 0.00    |
| DEPARTMENT: 13305 - ADULT ED - STAFF D | 120.08           | 3,927.94   | 7,451.92   | 7,572.00      | 0.00      | 0.00    |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 0.00             | 21,699.70  | 31,956.56  | 37,172.00     | 5,215.44  | 14.03   |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 0.00       | 25,000.00- | 26,752.48-    | 1,752.48- | 6.55    |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 7,008.97         | 9,752.18   | 58,110.48  | 66,967.00     | 1,847.55  | 2.76    |
| DEPARTMENT: 13302 - ADULT ED - TECHNIC | 0.00             | 0.00       | 2,593.49   | 2,594.00      | 0.51      | 0.02    |
| DEPARTMENT: 13303 - ADULT ED - SUPPORT | 0.00             | 0.00       | 7,673.00   | 18,270.00     | 10,597.00 | 58.00   |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 3,593.53         | 4,471.42   | 44,558.20  | 48,517.00     | 365.27    | 0.75    |
| DEPARTMENT: 00000 - GENERAL            | 0.00             | 0.00       | 32,500.00- | 33,010.00-    | 510.00-   | 1.54    |
| DEPARTMENT: 13301 - ADULT ED - INSTRUC | 14,168.02        | 18,138.47  | 140,652.76 | 217,422.00    | 62,601.22 | 28.79   |
| DEPARTMENT: 13305 - ADULT ED - STAFF D | 0.00             | 0.00       | 0.00       | 0.00          | 0.00      | 0.00    |

DEPARTMENT: 13301 - ADULT ED - INSTRUC 0.00 6,385.59 137,062.21 163,261.75 26,199.54 16.05

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FUND: 24 - ADULT EDUCATION 25,925.60 74,421.18 515,227.21 645,888.27 104,735.46 16.22

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FUND: 61 - CAPITAL OUTLAY

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available  | % Avail |
|--|------------------|------------|------------|---------------|------------|---------|
| DEPARTMENT: 64000 - INFORMATION TECHNO | 0.00             | 0.00       | 22,992.00  | 21,654.90     | 1,337.10-  | 6.16-   |
| DEPARTMENT: 71000 - BUILDINGS          | 14,113.75        | 356,966.66 | 526,141.36 | 908,442.10    | 368,186.99 | 40.53   |
| =====                                  | =====            | =====      | =====      | =====         | =====      | =====   |
| FUND: 61 - CAPITAL OUTLAY              | 14,113.75        | 356,966.66 | 549,133.36 | 930,097.00    | 366,849.89 | 39.44   |

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FUND: 63 - DEBT RETIREMENT FUND

| GL Account                             | YTD Encumbrances | MTD Actual  | YTD Actual | Annual Budget | Available | % Avail |
|--|------------------|-------------|------------|---------------|-----------|---------|
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00             | 0.00        | 2,121.62   | 0.00          | 2,121.62- | 0.00    |
| DEPARTMENT: 62000 - DEAN OF ADMIN SERV | 0.00             | 0.00        | 0.00       | 0.00          | 0.00      | 0.00    |
| DEPARTMENT: 71000 - BUILDINGS          | 0.00             | 281,929.24- | 693.00     | 0.00          | 693.00-   | 0.00    |
| =====                                  | =====            | =====       | =====      | =====         | =====     | =====   |
| FUND: 63 - DEBT RETIREMENT FUND        | 0.00             | 281,929.24- | 2,814.62   | 0.00          | 2,814.62- | 0.00    |

07-07-10 Garden City Community College Annual Budget Report Ending 06/30/2010 Page: 10  
Options - All Statuses

Fiscal Year: 2010

FUND: 64 - DEBT PROJECT FUND

| GL Account                    | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available  | % Avail |
|-------------------------------|------------------|------------|------------|---------------|------------|---------|
| DEPARTMENT: 71000 - BUILDINGS | 725,677.81       | 213,892.22 | 327,616.96 | 1,359,136.25  | 305,841.48 | 22.50   |
| =====                         | =====            | =====      | =====      | =====         | =====      | =====   |
| FUND: 64 - DEBT PROJECT FUND  | 725,677.81       | 213,892.22 | 327,616.96 | 1,359,136.25  | 305,841.48 | 22.50   |

07-07-10 Garden City Community College Annual Budget Report Ending 06/30/2010 Page: 11  
Options - All Statuses

Fiscal Year: 2010

FUND: 65 - CAPITAL CAMPAIGN FUND

| GL Account | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available | % Avail |
|------------|------------------|------------|------------|---------------|-----------|---------|
|------------|------------------|------------|------------|---------------|-----------|---------|

|                                  |      |      |          |      |           |      |
|----------------------------------|------|------|----------|------|-----------|------|
| DEPARTMENT: 71000 - BUILDINGS    | 0.00 | 0.00 | 5,014.00 | 0.00 | 5,014.00- | 0.00 |
| =====                            |      |      |          |      |           |      |
| FUND: 65 - CAPITAL CAMPAIGN FUND | 0.00 | 0.00 | 5,014.00 | 0.00 | 5,014.00- | 0.00 |

07-07-10 Garden City Community College Annual Budget Report Ending 06/30/2010 Options - All Statuses Page: 12

Fiscal Year: 2010

FUND: 71 - ACTIVITY/ORGANIZATION FD

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available  | % Avail |
|--|------------------|------------|------------|---------------|------------|---------|
| -----                                  |                  |            |            |               |            |         |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 13,026.03        | 6,148.76   | 237,967.80 | 307,755.14    | 56,761.31  | 18.44   |
| DEPARTMENT: 99001 - STUDENT NEWSPAPER  | 0.00             | 2,564.84   | 16,407.03  | 39,402.00     | 22,994.97  | 58.36   |
| DEPARTMENT: 99002 - STUDENT MAGAZINE   | 0.00             | 2,172.50   | 10,463.29  | 38,500.00     | 28,036.71  | 72.82   |
| DEPARTMENT: 50000 - DEAN OF STUDENT SE | 0.00             | 83.07-     | 23,041.08  | 39,778.22     | 16,737.14  | 42.08   |
| =====                                  |                  |            |            |               |            |         |
| FUND: 71 - ACTIVITY/ORGANIZATION FD    | 13,026.03        | 10,803.03  | 287,879.20 | 425,435.36    | 124,530.13 | 29.27   |

07-07-10 Garden City Community College Annual Budget Report Ending 06/30/2010 Options - All Statuses Page: 13

Fiscal Year: 2010

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

| GL Account                             | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available   | % Avail |
|--|------------------|------------|------------|---------------|-------------|---------|
| -----                                  |                  |            |            |               |             |         |
| DEPARTMENT: 55000 - DIRECTOR OF ATHLET | 0.00             | 34,400.00  | 34,400.00  | 0.00          | 34,400.00-  | 0.00    |
| DEPARTMENT: 55001 - MEN'S BASKETBALL   | 0.00             | 0.00       | 9,259.00   | 0.00          | 9,259.00-   | 0.00    |
| DEPARTMENT: 55002 - WOMEN'S BASKETBALL | 0.00             | 0.00       | 5,875.00   | 0.00          | 5,875.00-   | 0.00    |
| DEPARTMENT: 55003 - MEN'S TRACK        | 0.00             | 0.00       | 7,830.00   | 0.00          | 7,830.00-   | 0.00    |
| DEPARTMENT: 55004 - WOMEN'S TRACK      | 0.00             | 0.00       | 4,307.00   | 0.00          | 4,307.00-   | 0.00    |
| DEPARTMENT: 55005 - WOMEN'S SOFTBALL   | 0.00             | 0.00       | 6,917.00   | 0.00          | 6,917.00-   | 0.00    |
| DEPARTMENT: 55006 - FOOTBALL           | 0.00             | 0.00       | 73,922.75  | 0.00          | 73,922.75-  | 0.00    |
| DEPARTMENT: 55007 - BASEBALL           | 0.00             | 0.00       | 8,958.00   | 0.00          | 8,958.00-   | 0.00    |
| DEPARTMENT: 55008 - VOLLEYBALL         | 0.00             | 0.00       | 913.00     | 0.00          | 913.00-     | 0.00    |
| DEPARTMENT: 55009 - WOMEN'S SOCCER     | 0.00             | 0.00       | 14,468.00  | 0.00          | 14,468.00-  | 0.00    |
| DEPARTMENT: 55010 - MEN'S SOCCER       | 0.00             | 0.00       | 8,174.00   | 0.00          | 8,174.00-   | 0.00    |
| DEPARTMENT: 55012 - CHEERLEADING       | 0.00             | 0.00       | 8,002.00   | 0.00          | 8,002.00-   | 0.00    |
| DEPARTMENT: 55013 - DANCE TEAM         | 0.00             | 0.00       | 2,524.00   | 0.00          | 2,524.00-   | 0.00    |
| DEPARTMENT: 55014 - RODEO TEAM         | 0.00             | 0.00       | 15,875.00  | 0.00          | 15,875.00-  | 0.00    |
| DEPARTMENT: 55019 - ATHLETIC TRAINING  | 0.00             | 0.00       | 30,205.00  | 0.00          | 30,205.00-  | 0.00    |
| DEPARTMENT: 11022 - SPEECH             | 0.00             | 0.00       | 841.00     | 0.00          | 841.00-     | 0.00    |
| DEPARTMENT: 11025 - JOURNALISM         | 0.00             | 0.00       | 15,478.00  | 0.00          | 15,478.00-  | 0.00    |
| DEPARTMENT: 11030 - ART                | 0.00             | 0.00       | 1,783.00   | 0.00          | 1,783.00-   | 0.00    |
| DEPARTMENT: 11031 - DRAMA              | 0.00             | 0.00       | 6,745.00   | 0.00          | 6,745.00-   | 0.00    |
| DEPARTMENT: 11032 - VOCAL MUSIC        | 0.00             | 0.00       | 15,126.00  | 0.00          | 15,126.00-  | 0.00    |
| DEPARTMENT: 11033 - INST MUSIC         | 0.00             | 0.00       | 36,550.00  | 0.00          | 36,550.00-  | 0.00    |
| DEPARTMENT: 11090 - ACADEMIC CHALLENGE | 0.00             | 0.00       | 5,961.00   | 0.00          | 5,961.00-   | 0.00    |
| DEPARTMENT: 12211 - MEAT JUDGING       | 0.00             | 0.00       | 9,871.00   | 0.00          | 9,871.00-   | 0.00    |
| =====                                  |                  |            |            |               |             |         |
| FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS | 0.00             | 34,400.00  | 323,984.75 | 0.00          | 323,984.75- | 0.00    |

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Garden City Community College  
Annual Budget Report Ending 06/30/2010  
Options - All Statuses

Page: 14

Fiscal Year: 2010

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             | 25,008.15  | 325,511.35 | 332,875.00    | 7,363.65  | 2.21    |
| =====                                  |                  |            |            |               |           |         |
| FUND: 73 - EDUKAN CONSORTIUM FUND      | 0.00             | 25,008.15  | 325,511.35 | 332,875.00    | 7,363.65  | 2.21    |

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Garden City Community College  
Annual Budget Report Ending 06/30/2010  
Options - All Statuses

Page: 15

Fiscal Year: 2010

FUND: 89 - OTHER

| GL Account                            | YTD Encumbrances | MTD Actual | YTD Actual | Annual Budget | Available   | % Avail |
|---------------------------------------|------------------|------------|------------|---------------|-------------|---------|
| DEPARTMENT: 81000 - BOOK SCHOLARSHIPS | 0.00             | 74,700.00  | 0.00       | 0.00          | 0.00        | 0.00    |
| DEPARTMENT: 00000 - GENERAL           | 0.00             | 11,982.87  | 141,844.49 | 0.00          | 141,844.49- | 0.00    |
| =====                                 |                  |            |            |               |             |         |
| FUND: 89 - OTHER                      | 0.00             | 86,682.87  | 141,844.49 | 0.00          | 141,844.49- | 0.00    |

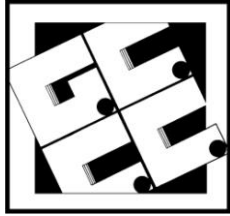


As of 6/30/2010

|               |                              | Amount          | % Rate  |
|---------------|------------------------------|-----------------|---------|
| Cash in Bank: | Commerce Bank                | \$ 427,312.01   | 0.0000% |
|               | Security State - Scott City  | \$ 25,915.44    | 0.0000% |
|               | State Municipal Invest. Pool | \$ 178,308.57   | 0.1000% |
|               | Landmark National Bank       | \$ 4,592,038.92 | 0.2000% |

Investments:

| Institution         | Type | Amount          | % Rate  | Beg. Date  | End Date   |
|---------------------|------|-----------------|---------|------------|------------|
| Western State Bank  | CD   | \$ 1,000,000.00 | 1.9000% | 10/20/2009 | 10/19/2010 |
| Commerce Bank       | CD   | \$ 2,000,000.00 | 0.3990% | 4/29/2010  | 10/29/2010 |
| First National Bank | CD   | \$ 1,000,153.42 | 0.8000% | 5/6/2010   | 11/4/2010  |
| Commerce Bank       | CD   | \$ 2,000,000.00 | 0.8560% | 4/29/2010  | 4/29/2011  |
| First National Bank | CD   | \$ 1,001,641.00 | 0.9500% | 5/6/2010   | 5/5/2011   |



# Garden City COMMUNITY COLLEGE

July 7, 2010

**To:** Board of Trustees  
**From:** Cricket Turley, Director of Human Resources

## New Hire

Abdiqadir Mohamed, Somali Refugee Caseworker, effective July 1, 2010  
Jarrad Webb, EMST Instructor, effective August 2, 2010

## Separations

Kelsi Hoffman, Financial Aid Advisor, effective June 30, 2010  
Carol Ballantyne, President, effective June 30, 2010  
Lizet Prieto, KANCO Assistant Site Coordinator, effective June 24, 2010

## Retirement

## Transfers/Promotions

Megan Neubauer, Cashier, effective June 28, 2010  
Robin Newland, Financial Aid Advisor, effective July 1, 2010

## Vacancies

Adjunct Fire Instructor  
Director, Physical Therapist Assistant Program  
Drama/Theatre Instructor  
Admin Asst for Outreach/HR  
Secretary, Fine Arts Bldg  
Admin Asst for Student Services & Enrollment Services  
KANCO Assistant Site Coordinator

## **Diversity Recruitment Opportunity**

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

Report Date: 7/7/2010

**GARDEN CITY COMMUNITY COLLEGE  
ADJUNCT / OUTREACH CONTRACTS - RECEIVED  
10SPR  
From: 6/28/10 - 7/6/10**

| INSTRUCTOR   | CLASS   | AMOUNT            |
|--|---|-------------------|
| <b>MAIN</b>  |   |                   |
| 0016130 Lamb, Tracy  | Certified Nurse Aide Lab<br>2.01 FLC X \$470.00 (9 Students)<br>HELR-102L-50 (5/10/2010 - 6/7/2010)<br>11-00-0000-12203-5260      | \$944.70          |
| 0077644 Oglesby, Natasha   | Emergency Medical Technician<br>1.00 FLC X \$435.00 (18 Students)<br>EMRG-101-90 (1/13/2010 - 6/10/2010)<br>11-00-0000-12202-5260 | \$435.00          |
| Brad Sisk (10.58 FLC) and<br>Natasha Oglesby (1 FLC) are<br>team teaching EMRG-101-90. |   |                   |
| <b>TOTAL ADJUNCT FACULTY CONTRACTS</b>   |   | <b>\$1,379.70</b> |

Report Date: 7/7/2010

**GARDEN CITY COMMUNITY COLLEGE**  
**10SUR**  
**From: 6/21/10 - 7/6/10**

| INSTRUCTOR                  | CLASS  | AMOUNT     |
|-----------------------------|--|------------|
| <b>MAIN</b>                 |  |            |
| 0099558 Aslin, Lucas        | Fundamentals Weightlifting I<br>1.00 FLC X \$470.00 (25 Students)                      | \$470.00   |
|                             | Combined with Fundamentals<br>of Weightlifting II, HPER-192-<br>02 (27 students total) |            |
|                             | HPER-191-02 (6/14/2010 - 7/2/2010)<br>11-00-0000-11070-5230                            |            |
| 0110418 Baumann, Kristopher | Outdoor Recreation<br>3.00 FLC X \$400.00 (16 Students)                                | \$1,200.00 |
|                             | HPER-202-90 (6/15/2010 - 7/2/2010)<br>11-00-0000-11070-5230                            |            |
| 0014612 Bean, Frank         | World Geography<br>3.00 FLC X \$750.00 (12 Students)                                   | \$2,250.00 |
|                             | GEOG-101-01 (6/14/2010 - 7/2/2010)<br>11-00-0000-11060-5230                            |            |
| 0014612 Bean, Frank         | American Government<br>3.00 FLC X \$750.00 (31 Students)                               | \$2,250.00 |
|                             | POLS-105-03 (6/14/2010 - 7/2/2010)<br>11-00-0000-11060-5230                            |            |
| 0000049 Cervantes, Mary     | American History Since 1865<br>3.00 FLC X \$750.00 (16 Students)                       | \$2,250.00 |
|                             | HIST-104-90 (6/14/2010 - 7/23/2010)<br>11-00-0000-11020-5230                           |            |
| 0044339 Crain, Terry        | PSM/RMP for NH3 Operations<br>3.00 FLC X \$675.00 (13 Students)                        | \$2,025.00 |
|                             | INPR-216-8N (6/14/2010 - 6/18/2010)<br>11-00-0000-12272-5230                           |            |
| 0122305 Eberhart, Eugenia   | English I<br>3.75 FLC X \$675.00 (16 Students)   | \$2,531.25 |
|                             | ENGL-101-02 (6/14/2010 - 7/23/2010)<br>11-00-0000-11021-5230                           |            |
| 0089639 Ferguson, Jean      | ESL Academic Vocabulary  | \$2,550.00 |

Report Date: 7/7/2010

|         |   |  |            |
|---------|---|--|------------|
|         |   | 3.00 FLC X \$850.00 (8 Students)                                   |            |
|         |   | LANG-205-01 (6/14/2010 - 7/23/2010)<br>11-00-0000-11082-5230       |            |
| 0132335 | Griffith, William   | History & Prin. of Phys. Ed.<br>3.00 FLC X \$400.00 (28 Students)  | \$1,200.00 |
|         |   | HPER-291-01 (6/14/2010 - 7/2/2010)<br>11-00-0000-11070-5230        |            |
| 0044765 | Hutcheson, Tammy  | General Psychology<br>3.00 FLC X \$675.00 (16 Students)            | \$2,025.00 |
|         |   | PSYC-101-01 (6/14/2010 - 7/2/2010)<br>11-00-0000-11060-5230        |            |
| 0006759 | Kemper, Mary  | Public Speaking<br>3.00 FLC X \$480.00 (20 Students)               | \$1,440.00 |
|         |   | SPCH-111-02 (6/14/2010 - 6/30/2010)<br>11-00-0000-11022-5230       |            |
| 0010034 | Kolbeck, Kent   | Karate/Self Defense (Adv)<br>1.00 FLC X \$950.00 (1 Students)      | \$950.00   |
|         | Team w/ Dan McFee<br>CRIM100B-90/HPER161B-90<br>(9 students) 11-00-0000-11070-<br>5230 \$844.45/11-00-0000- | HPER-161A-90 (6/7/2010 - 7/30/2010)<br>11-00-0000-11070-5230       |            |
| 0018250 | Lamb, Winsom  | Developmental Psychology<br>3.00 FLC X \$570.00 (13 Students)      | \$1,710.00 |
|         |   | EDUC-110-01 (6/14/2010 - 7/23/2010)<br>11-00-0000-11060-5230       |            |
| 0002556 | Long, Karan   | Reading Improvement I ***<br>1.00 FLC X \$400.00 (11 Students)     | \$400.00   |
|         |   | READ-092-01 (6/1/2010 - 6/24/2010)<br>11-00-0000-11081-5230        |            |
| 0090346 | McAllister, James   | Music History and Appreciation<br>3.00 FLC X \$750.00 (7 Students) | \$2,250.00 |
|         |   | MUSC-108-01 (6/14/2010 - 7/23/2010)<br>11-00-0000-11033-5230       |            |
| 0090346 | McAllister, James   | Music History and Appreciation<br>3.00 FLC X \$750.00 (5 Students) | \$2,250.00 |
|         |   | MUSC-108-90 (5/24/2010 - 7/30/2010)<br>11-00-0000-11033-5230       |            |
| 0090346 | McAllister, James   | National Humanities Studies  | \$1,500.00 |

Report Date: 7/7/2010

|         |                                |                                      |            |
|---------|--------------------------------|--------------------------------------|------------|
|         |                                | 2.00 FLC X \$750.00 (16 Students)    |            |
|         |                                | HUMA-2022-01 (5/24/2010 - 7/30/2010) |            |
|         |                                | 11-00-0000-11020-5230                |            |
| 0012093 | McFee, Dan                     | Karate/Self Defense (Adv)            | \$435.00   |
|         |                                | 1.00 FLC X \$435.00 (1 Students)     |            |
|         | Team w/ Kent Kolbeck           |                                      |            |
|         | CRIM100B-90/HPER161B-90        | HPER-161A-90 (6/7/2010 - 7/30/2010)  |            |
|         | (9 students) 11-00-0000-11070- | 11-00-0000-11070-5230                |            |
|         | 5230 \$386.65/11-00-0000-      |                                      |            |
| 0000295 | Meng, Doris                    | Basic English ***                    | \$3,187.50 |
|         |                                | 3.75 FLC X \$850.00 (10 Students)    |            |
|         |                                | ENGL-091-01 (6/14/2010 - 7/23/2010)  |            |
|         |                                | 11-00-0000-11021-5230                |            |
| 0000295 | Meng, Doris                    | English II                           | \$3,187.50 |
|         |                                | 3.75 FLC X \$850.00 (13 Students)    |            |
|         |                                | ENGL-102-01 (6/14/2010 - 7/23/2010)  |            |
|         |                                | 11-00-0000-11021-5230                |            |
| 0000266 | Miller, Sharron                | Nursing Home Med. Aide               | \$1,878.12 |
|         |                                | 3.33 FLC X \$564.00 (6 Students)     |            |
|         |                                | HELR-1033-01 (6/2/2010 - 7/30/2010)  |            |
|         |                                | 11-00-0000-12203-5230                |            |
| 0000266 | Miller, Sharron                | Nursing Home Med. Aide Lab           | \$1,889.40 |
|         |                                | 3.35 FLC X \$564.00 (6 Students)     |            |
|         |                                | HELR-103L-01 (6/2/2010 - 7/30/2010)  |            |
|         |                                | 11-00-0000-12203-5230                |            |
| 0000271 | Morgan, Linda                  | Problems in Criminal Justice         | \$3,610.00 |
|         |                                | 3.80 FLC X \$950.00 (6 Students)     |            |
|         |                                | CRIM-213-01 (5/24/2010 - 9/30/2010)  |            |
|         |                                | 11-00-0000-12240-5230                |            |
| 0009625 | Rupp, David                    | Police Firearms III                  | \$904.50   |
|         |                                | 1.34 FLC X \$675.00 (4 Students)     |            |
|         |                                | CRIM-223-01 (6/23/2010 - 6/25/2010)  |            |
|         |                                | 11-00-0000-12240-5230                |            |
| 0058536 | Shull, Peter                   | English I                            | \$1,500.00 |
|         |                                | 3.75 FLC X \$400.00 (13 Students)    |            |
|         |                                | ENGL-101-01 (6/14/2010 - 7/23/2010)  |            |
|         |                                | 11-00-0000-11021-5230                |            |
| 0066977 | Thomas, Gregory                | Introduction to Sociology            | \$2,550.00 |

Report Date: 7/7/2010

3.00 FLC X \$850.00 (23 Students)

SOCI-102-90 (6/14/2010 - 7/23/2010)  
11-00-0000-11060-5230

0097359 Venjohn, Cindy

Agriculture Internship (Sum) \$1,778.40  
3.12 FLC X \$570.00 (9 Students)

Pro-rate for 9 students/based  
on 5 students (1.56 FLC x 2 =  
3.12 FLC)

AGRI-121-01 (5/24/2010 - 7/30/2010)  
11-00-0000-12210-5230

**TOTAL ADJUNCT FACULTY CONTRACTS**

**\$50,171.67**

**GARDEN CITY COMMUNITY COLLEGE**

**10SUR**

**From: 6/21/10 - 6/28/10**

| INSTRUCTOR  |                  | CLASS  | AMOUNT     | LEVEL/<br>SEMESTERS |
|-------------|------------------|--|------------|---------------------|
| <b>BEC</b>  |                  |  |            |                     |
| 0039874     | Carver, Heather  | Introduction to Sociology<br>3.00 FLC X \$400.00 (8 Students)  | \$1,200.00 | 01/4                |
|             |                  | SOCI-102-SC (6/1/2010 - 7/20/2010)<br>11-00-0000-11060-5220    |            |                     |
| 0090628     | Henderson, Marie | College Algebra<br>3.00 FLC X \$400.00 (7 Students)            | \$1,200.00 | 01/10               |
|             |                  | MATH-108-SC (6/1/2010 - 7/20/2010)<br>11-00-0000-11050-5220    |            |                     |
| <b>LAKI</b> |                  |  |            |                     |
| 0010121     | Hoover, Kevin    | Nursing Home Med. Aide<br>3.33 FLC X \$470.00 (8 Students)     | \$1,565.10 | 03/11               |
|             |                  | HELR-1033-LK (6/2/2010 - 7/22/2010)<br>11-00-0000-12203-5220   |            |                     |
| 0010121     | Hoover, Kevin    | Nursing Home Med. Aide Lab<br>3.35 FLC X \$470.00 (4 Students) | \$1,574.50 | 03/11               |
|             |                  | HELR-103L-LK (6/2/2010 - 7/22/2010)<br>11-00-0000-12203-5220   |            |                     |
| 0010121     | Hoover, Kevin    | Nursing Home Med. Aide Lab                                     | \$1,574.50 | 03/11               |

Report Date: 7/7/2010

3.35 FLC X \$470.00 (4 Students)

HELRL-103L-LKA (6/2/2010 - 7/22/2010)  
11-00-0000-12203-5220

**TRIB**

0117750 Wilson, William

Public Speaking \$1,200.00  
3.00 FLC X \$400.00 (6 Students)

01/1

SPCH-111-TR (6/1/2010 - 7/22/2010)  
11-00-0000-11022-5220

**TOTAL ADJUNCT FACULTY CONTRACTS \$8,314.10**



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

| <b>INSTRUCTOR</b>                         | <b>CLASS</b>   | <b>AMOUNT</b>      |
|---|--|--------------------|
| Hommm, Michael J.                         | Carry Concealed Handguns (8 Hour Class) (CRMJ300-56)<br>10 contact hour(s) @ \$30.00/hour (15 students)<br>6/12/10, S, 7:00 a.m. - 6:00 p.m.<br>(Lead Instructor)<br>14-00-8033-31000-5270   | \$ 300.00          |
| Kolbeck, Kent M.                          | Endurance Wind Power E Series (TECH2000-02)<br>4 days paid @ Flat Rate of \$2,000.00 (7 students)<br>6/21/10 - 6/24/10, M-T-W-Th, 8:00 a.m. - 5:00 p.m.<br>14-00-8004-31000-5270             | \$ 2,000.00        |
| Lappin, Jerry B.                          | Carry Concealed Handguns (8 Hour Class) (CRMJ300-56)<br>2 contact hour(s) @ \$30.00/hour (15 students)<br>6/12/10, S, 2:00 - 4:00 p.m.<br>(Assistant Range Officer)<br>14-00-8033-31000-5270 | \$ 60.00           |
| Neff, Martin E.                           | City - Basic Electricity 101 (CONT920-03F)<br>4 contact hour(s) @ \$30.00/hour (8 students)<br>6/24/10, Th, 8:00 a.m. - 12:00 p.m.<br>14-00-8004-31000-5270                                  | \$ 120.00          |
| Oglesby, Natasha M.                       | Instructor Coordinator (CRMJ410-02)<br>6 contact hour(s) @ \$10.00/hour (28 students)<br>5/6/10 - 6/6/10, M-T-W-Th-F-S, Varies (on-line/on-campus)<br>14-00-8033-31000-5270                  | \$ 60.00           |
| Pardo, Carlos F.                          | Carry Concealed Handguns (8 Hour Class) (CRMJ300-56)<br>4 contact hour(s) @ \$30.00/hour (15 students)<br>6/12/10, S, 1:00 - 5:00 p.m.<br>(Range Officer)<br>14-00-8033-31000-5270           | \$ 120.00          |
| Soldner, Jerry L.                         | Carry Concealed Handguns (8 Hour Class) (CRMJ300-56)<br>3 contact hour(s) @ \$30.00/hour (15 students)<br>6/12/10, S, 9:00 a.m. - 12:00 p.m.<br>(Legal)<br>14-00-8033-31000-5270             | \$ 90.00           |
| Sosa, Elizabeth                           | Area Mental Health - Customer Service (CONT600-03)<br>3 contact hour(s) @ \$30.00/hour (31 students)<br>6/30/10, W, 9:00 a.m. - 12:00 p.m.<br>14-00-8004-31000-5270                          | \$ 90.00           |
| <b>TOTAL NON-CREDIT FACULTY CONTRACTS</b> |  | <b>\$ 2,840.00</b> |
| 14-00-8004-31000-5270                     | \$ 2,210.00 (Business & Industry)  |                    |
| 14-00-8033-31000-5270                     | \$ 630.00 (Public Safety)  |                    |

**GARDEN CITY COMMUNITY COLLEGE  
 ADJUNCT FACULTY CONTRACTS  
 SPRING, 2010**

(For approval at 7/10 Board Meeting)

**CONTRACT FOR SERVICE**

| <b>INSTRUCTOR</b>                           | <b>CLASS</b>  | <b>AMOUNT</b>      | <b>SALARY LEVEL<br/>&amp; SEMESTERS<br/>TAUGHT</b> |
|---|---|--------------------|--|
| We Care Online LLC<br>(Fischer, Melanie L.) | Certified Nurse Aide<br>3.00 FLC x \$470.00 (9 students)<br>HEL1023-50 (5/10/10 – 6/7/10)<br>11-00-0000-12203-6615<br>Extra Amt: .136 x 3 cr. hr. = .41 x \$470.00 (On-line class) = \$192.70 | \$ 1,602.70        | L3/1   |
| <b>TOTAL ADJUNCT SERVICE CONTRACTS</b>      |   | <b>\$ 1,602.70</b> |  |
| 11-00-0000-12203-6615 - \$1,602.70          |   |                    |  |

**GARDEN CITY COMMUNITY COLLEGE  
ADJUNCT FACULTY CONTRACTS  
SUMMER, 2010**

(For approval at 7/10 Board Meeting)

| <b>INSTRUCTOR</b>                      | <b>CLASS</b>  | <b>AMOUNT</b>      | <b>SALARY LEVEL/<br/>SEMESTERS<br/>TAUGHT</b> |
|--|---|--------------------|---|
| Wilson, Robert D.                      | Anatomy & Physiology I<br>4.34 FLC x \$760.00 (20 students)<br>BIOL-211-01 (6/1/2010 - 7/8/2010)<br>11-00-0000-11040-5230 | \$ 3,298.40        | L4,L3/62                                      |
| <b>TOTAL ADJUNCT FACULTY CONTRACTS</b> |   | <b>\$ 3,298.40</b> |   |

11-00-0000-11040-5230 - \$3,298.40

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

(For approval at 7/10 Board Meeting)

| <b>INSTRUCTOR</b>                         | <b>CLASS</b>   | <b>AMOUNT</b>       |
|---|--|---------------------|
| Cook, Lenora V.                           | Instructor Coordinator (CRMJ410-02)<br>51.8 contact hour(s) @ \$50.00/hour (29 students)<br>5/6/10 - 6/6/10, M-T-W-Th-F-S, Varies (on-line/on-campus)<br>(Instructor)<br>14-00-8033-31000-5270 | \$ 2,590.00         |
| Glunt, Fern K.                            | C.N.A. Refresher Course (ASAH101-08)<br>10 contact hour(s) @ \$25.00/hour (9 students)<br>3/25/10 - 3/26/10, Th-F, 8:00 a.m. - 1:00 p.m.<br>14-00-8001-31000-5270                              | \$ 250.00           |
| Koning, Eda E.                            | Survivor Camp 1/2 Day (5 - 8 & 9 - 12) (MASC139-01/02)<br>35 contact hour(s) @ \$20.00/hour ( students)<br>6/7/10 - 6/11/10, M-T-W-Th-F, 8:00 a.m. - 4:00 p.m.<br>14-00-8009-31000-5270        | \$ 700.00           |
| Landgraf, Rebecca S.                      | Women on Target - Basic Pistol (CRMJ310-03)<br>8 contact hour(s) @ \$30.00/hour (13 students)<br>5/22/10, S, 7:00 a.m. - 5:00 p.m.<br>(Instructor)<br>14-00-8033-31000-5270                    | \$ 240.00           |
| Morgan, Linda M.                          | Instructor Coordinator (CRMJ410-02)<br>43.6 contact hour(s) @ \$50.00/hour (29 students)<br>5/6/10 - 6/6/10, M-T-W-TH-F-S, Varies (on-line/on-campus)<br>(Instructor)<br>14-00-8033-31000-5270 | \$ 2,180.00         |
| Prewitt, Robert D.                        | Women on Target - Basic Pistol (CRMJ310-03)<br>8 contact hour(s) @ \$30.00/hour (13 students)<br>5/22/10, S, 7:00 a.m. - 5:00 p.m.<br>(Lead Instructor)<br>14-00-8033-31000-5270               | \$ 240.00           |
| Sisk, Bradley E.                          | Instructor Coordinator (CRMJ410-02)<br>50 contact hour(s) @ \$30.00/hour (29 students)<br>5/6/10 - 6/6/10, M-T-W-TH-F-S, Varies (on-line/on-campus)<br>(Coordinator)<br>14-00-8033-31000-5270  | \$ 1,500.00         |
| Sisk, Bradley E.                          | Instructor Coordinator (CRMJ410-02)<br>42.4 contact hour(s) @ \$50.00/hour (29 students)<br>5/6/10 - 6/6/10, M-T-W-TH-F-S, Varies (on-line/on-campus)<br>(Instructor)<br>14-00-8033-31000-5270 | \$ 2,120.00         |
| Sturdevant, Cheryl E.                     | Instructor Coordinator (CRMJ410-02)<br>65.6 contact hour(s) @ \$50.00/hour (29 students)<br>5/6/10 - 6/6/10, M-T-W-Th-F-S, Varies (on-line/on-campus)<br>(Instructor)<br>14-00-8033-31000-5270 | \$ 3,280.00         |
| Wallace, Tamara D.                        | Super Sleuth CSI 1/2 Day (5 - 8 & 9 - 12) (MASC140-01/02)<br>35 contact hour(s) @ \$20.00/hour ( students)<br>6/7/10 - 6/11/10, M-T-W-Th-F, 8:00 a.m. - 4:00 p.m.<br>14-00-8009-31000-5270     | \$ 700.00           |
| Young, Billy Ray                          | Instructor Coordinator (CRMJ410-02)<br>54.2 contact hour(s) @ \$50.00/hour (29 students)<br>5/6/10 - 6/6/10, M-T-W-Th-F-S, Varies (on-line/on-campus)<br>(Instructor)<br>14-00-8033-31000-5270 | \$ 2,710.00         |
| <b>TOTAL NON-CREDIT FACULTY CONTRACTS</b> |  | <b>\$ 16,510.00</b> |
| 14-00-8001-31000-5270                     | \$ 250.00 (Allied Health)  |                     |
| 14-00-8009-31000-5270                     | \$ 1,400.00 (Kid's College)  |                     |
| 14-00-8033-31000-5270                     | \$ 14,860.00 (Public Safety)   |                     |

Report Date: 7/7/2010

**GARDEN CITY COMMUNITY COLLEGE  
ADJUNCT / OUTREACH CONTRACTS - RECEIVED  
10SPR  
From: 6/15/10 - 6/15/10**

| INSTRUCTOR                             | CLASS   | AMOUNT          |
|--|---|-----------------|
| <b>MAIN</b>                            |   |                 |
| 0132335 Griffith, William              | History & Prin. of Phys. Ed.<br>2.00 FLC X \$400.00 (15 Students)<br>HPER-291-01 (3/22/2010 - 5/20/2010)<br>11-00-0000-11070-5260 | \$800.00        |
|  | Taught 2 FLC of this 3 FLC class  |                 |
| <b>TOTAL ADJUNCT FACULTY CONTRACTS</b> |   | <b>\$800.00</b> |

**GARDEN CITY COMMUNITY COLLEGE  
10SUR  
From: 6/4/10 - 6/15/10**

| INSTRUCTOR                  | CLASS  | AMOUNT     |
|-----------------------------|--|------------|
| <b>MAIN</b>                 |  |            |
| 0110418 Baumann, Kristopher | Recreation for Spec. Pops<br>3.00 FLC X \$400.00 (6 Students)<br>HPER-203-90 (5/24/2010 - 6/11/2010)<br>11-00-0000-11070-5230    | \$1,200.00 |
| 0134521 Baxter, Jennifer    | Intermediate Algebra Review<br>5.00 FLC X \$470.00 (15 Students)<br>MATH-107R-01 (5/24/2010 - 7/2/2010)<br>11-00-0000-11050-5230 | \$2,350.00 |
| 0014612 Bean, Frank         | American Government<br>3.00 FLC X \$750.00 (33 Students)<br>POLS-105-90 (5/24/2010 - 6/11/2010)<br>11-00-0000-11060-5230         | \$2,250.00 |
| 0014612 Bean, Frank         | American Government<br>3.00 FLC X \$750.00 (37 Students)<br>POLS-105-01 (5/24/2010 - 6/11/2010)<br>11-00-0000-11060-5230         | \$2,250.00 |

Report Date: 7/7/2010

|         |  |  |            |
|---------|--|--|------------|
| 0091320 | Calvin, Mark   | American Government<br>3.00 FLC X \$400.00 (32 Students)           | \$1,200.00 |
|         |  | POLS-105-02 (5/24/2010 - 6/11/2010)<br>11-00-0000-11060-5230       |            |
| 0000049 | Cervantes, Mary  | Survey of Civilization II<br>3.00 FLC X \$750.00 (23 Students)     | \$2,250.00 |
|         |  | HIST-102-90 (5/24/2010 - 6/11/2010)<br>11-00-0000-11020-5230       |            |
| 0084418 | Evans, Danial  | Health Education<br>3.00 FLC X \$470.00 (6 Students)               | \$1,410.00 |
|         |  | HPER-106-01 (5/24/2010 - 6/11/2010)<br>11-00-0000-11070-5230       |            |
| 0010007 | Greathouse, Lachele  | Keyboarding<br>3.00 FLC X \$850.00 (4 Students)                    | \$2,550.00 |
|         |  | CSCI-100-01 (5/24/2010 - 12/10/2010)<br>11-00-0000-11010-5230      |            |
| 0010007 | Greathouse, Lachele  | Keyboarding<br>1.00 FLC X \$850.00 (1 Students)                    | \$850.00   |
|         |  | CSCI-100R-01 (5/24/2010 - 12/10/2010)<br>11-00-0000-11010-5230     |            |
| 0039919 | Guy, Laura   | Interpersonal Communication I<br>3.00 FLC X \$750.00 (10 Students) | \$2,250.00 |
|         |  | SPCH-113-01 (5/24/2010 - 6/11/2010)<br>11-00-0000-11022-5230       |            |
| 0013548 | Heaton, Stephen  | College Algebra<br>3.00 FLC X \$480.00 (20 Students)               | \$1,440.00 |
|         |  | MATH-108-01 (5/24/2010 - 7/1/2010)<br>11-00-0000-11050-5230        |            |
| 0059709 | Hinde, Guillermina   | Cosmetology Seminar<br>2.28 FLC X \$675.00 (2 Students)            | \$1,539.00 |
|         | G. Hinde (2.28 FLC) and P.<br>Pfenninger (2.28 FLC) are<br>team-teaching COSM2001-<br>01/COSM2002-01/COSM2003- | COSM-2003-01 (5/21/2010 - 6/11/2010)<br>11-00-0000-12250-5230      |            |
| 0044765 | Hutcheson, Tammy   | General Psychology<br>3.00 FLC X \$675.00 (11 Students)            | \$2,025.00 |
|         |  | PSYC-101-90 (5/21/2010 - 6/6/2010)<br>11-00-0000-11060-5230        |            |

Report Date: 7/7/2010

|         |  |  |            |
|---------|--|--|------------|
| 0006759 | Kemper, Mary   | Public Speaking<br>3.00 FLC X \$480.00 (25 Students)           | \$1,440.00 |
|         |  | SPCH-111-01 (5/24/2010 - 6/11/2010)<br>11-00-0000-11022-5230   |            |
| 0096234 | Marcy, Charles   | Principles of Econ: Macro<br>3.00 FLC X \$750.00 (8 Students)  | \$2,250.00 |
|         |  | ECON-111-01 (5/24/2010 - 6/24/2010)<br>11-00-0000-11010-5230   |            |
| 0089529 | McCallum, Brian  | Art Appreciation<br>3.00 FLC X \$750.00 (27 Students)          | \$2,250.00 |
|         |  | ARTS-120-01 (5/24/2010 - 6/11/2010)<br>11-00-0000-11030-5230   |            |
| 0022181 | Niblock, Debra   | Certified Nurse Aide<br>3.00 FLC X \$500.00 (24 Students)      | \$1,500.00 |
|         |  | HELR-1023-90 (5/25/2010 - 7/15/2010)<br>11-00-0000-12203-5230  |            |
| 0022181 | Niblock, Debra   | Certified Nurse Aide Lab<br>2.01 FLC X \$500.00 (8 Students)   | \$1,005.00 |
|         |  | HELR-102L-90 (5/25/2010 - 7/15/2010)<br>11-00-0000-12203-5230  |            |
| 0022181 | Niblock, Debra   | Certified Nurse Aide Lab<br>2.01 FLC X \$500.00 (9 Students)   | \$1,005.00 |
|         |  | HELR-102L-90A (5/25/2010 - 7/15/2010)<br>11-00-0000-12203-5230 |            |
| 0022181 | Niblock, Debra   | Certified Nurse Aide Lab<br>2.01 FLC X \$500.00 (7 Students)   | \$1,005.00 |
|         |  | HELR-102L-90B (5/25/2010 - 7/15/2010)<br>11-00-0000-12203-5230 |            |
| 0000297 | Nonhof, Arthur   | Principles of Biology<br>5.68 FLC X \$750.00 (13 Students)     | \$4,260.00 |
|         |  | BIOL-105-01 (6/1/2010 - 7/8/2010)<br>11-00-0000-11040-5230     |            |
| 0072784 | Pfenninger, Pati   | Cosmetology Seminar<br>2.28 FLC X \$675.00 (2 Students)        | \$1,539.00 |
|         | G. Hinde (2.28 FLC) and P.<br>Pfenninger (2.28 FLC) are<br>team-teaching COSM2001- | COSM-2003-01 (5/21/2010 - 6/11/2010)<br>11-00-0000-12250-5230  |            |

Report Date: 7/7/2010

|                          |                 |  |            |
|--------------------------|-----------------|--|------------|
| 01/COSM2002-01/COSM2003- |                 |  |            |
| 0009625                  | Rupp, David     | Police Firearms I<br>1.34 FLC X \$675.00 (6 Students)        | \$904.50   |
|                          |                 | CRIM-121-01 (6/9/2010 - 6/11/2010)<br>11-00-0000-12240-5230  |            |
| 0026337                  | Schafer, John   | Microbiology<br>6.02 FLC X \$750.00 (15 Students)            | \$4,515.00 |
|                          |                 | BIOL-213-01 (5/24/2010 - 7/1/2010)<br>11-00-0000-11040-5230  |            |
| 0023490                  | Turner, Lynda   | College Math<br>3.00 FLC X \$400.00 (8 Students)             | \$1,200.00 |
|                          |                 | MATH-105-01 (5/24/2010 - 7/30/2010)<br>11-00-0000-11050-5230 |            |
| 0000267                  | Whitehill, Judy | Human Sexuality<br>3.00 FLC X \$750.00 (16 Students)         | \$2,250.00 |
|                          |                 | SOCI-104-01 (5/24/2010 - 6/11/2010)<br>11-00-0000-11060-5230 |            |

**TOTAL ADJUNCT FACULTY CONTRACTS \$48,687.50**

**GARDEN CITY COMMUNITY COLLEGE  
10SUR  
From: 6/9/10 - 6/9/10**

| INSTRUCTOR            | CLASS   | AMOUNT     | LI<br>SI |
|-----------------------|---|------------|----------|
| <b>LAKI</b>           |   |            |          |
| 0010121 Hoover, Kevin | Certified Nurse Aide<br>3.00 FLC X \$470.00 (9 Students)      | \$1,410.00 | 03       |
|                       | HELR-1023-LK (5/24/2010 - 7/13/2010)<br>11-00-0000-12203-5220 |            |          |
| 0010121 Hoover, Kevin | Certified Nurse Aide Lab<br>2.01 FLC X \$470.00 (9 Students)  | \$944.70   | 03       |
|                       | HELR-102L-LK (5/24/2010 - 7/13/2010)<br>11-00-0000-12203-5220 |            |          |



**AGREEMENT FOR SERVICES**  
**Health Science**  
**Academic Year 2010-11**

This agreement is made and entered into on July 1, 2010, by and between the Board of Education, Garden City Unified School District #457, hereinafter called USD #457 and the Trustees of Garden City Community College, hereinafter called GCCC.

**WHEREAS**, USD #457 and GCCC are interested in maintaining a **Health Science** Center of Excellence through the Career Learning System -- Finney County.

**NOW THEREFORE**, USD #457 and GCCC agree to the following:

1. Purpose of Centers of Excellence: Offer a seamless, focused program that will yield a high school diploma, certification and/or post secondary degree and employment.
2. Definition of Health Science Center of Excellence: The Health Science Center of Excellence will provide a seamless program of study leading to AAS or AS degree.
3. Definition of Center of Excellence Student: All residents of Finney County, including people of traditional school age, as well as those persons who are already employed are in need of academic and technical skills upgrade.
4. Location of Program: Entry level coursework will be provided at GCHS. GCCC will provide the postsecondary component of coursework for dual credit embedded in GCHS Health Science B on the GCHS schedule. GCCC will provide CNA and First Responder on the GCHS schedule both fall and spring semesters. EMT-B Bridge, CMA and Health Science C (math computations) will be offered if sufficient enrollment is generated for a given semester. All post secondary courses are dependent on student interest and instructor availability. Minimum enrollment for each course will be negotiated with the school district and dependent on instructor salary.
5. Instructors:  
Number: GCHS – 2  
          GCCC – 3  
  
Load: As identified by each partner.  
  
Hired by: Appropriate instructors will be hired by each partner.  
  
Salary: Each partner will cover the salaries of its instructor(s).  
  
Extension: N/A

Staff Development/Training: Each entity will be responsible to meet the training and staff development needs of its instructor(s).

6. Operating Expenses: All instructional operating expenses will be paid for by each partner.

GCCC and USD #457 will collaborate to recruit and promote the Health Science COE (brochures, flyers, etc.).

7. Equipment: All equipment owned by USD#457 shall remain the property of USD #457 and all equipment owned by GCCC shall remain the property of GCCC.

8. Students: Students at GCHS may earn dual credit for Medical Terminology embedded in the GCHS class Health Science B, CNA, CMA, First Responder, Health Science C (Math Computations) and EMT-B Bridge taught by GCCC adjunct faculty on the high school rotation schedule.

9. High school students enrolled in Health Sciences Center of Excellence courses at GCCC will cover the cost of their tuition, fees, and textbooks. Any industry certification tests will be the responsibility of the student.

Facilities: NA

This agreement shall be effective July 1, 2010 and shall terminate on June 30, 2011. All three parties shall evaluate the agreement at that time and decide whether to continue with the agreement or not.

\_\_\_\_\_  
Witness

*Joanne Nelson*  
\_\_\_\_\_  
Witness

\_\_\_\_\_  
President, GCCC Board of Trustees

*Will [Signature]*  
\_\_\_\_\_  
President, USD #457 Board of Education

**AGREEMENT FOR SERVICES**  
**Manufacturing**  
**Academic Year 2010-11**

This agreement is made and entered into on July 1, 2010, by and between the Board of Education, Garden City Unified School District #457, hereinafter called USD #457, the Board of Education and the Trustees of Garden City Community College, hereinafter called GCCC.

**WHEREAS**, USD #457 and GCCC are interested in maintaining a **Manufacturing** Center of Excellence through the Career Learning System -- Finney County.

**NOW THEREFORE**, USD #457 and GCCC agree to the following:

1. Purpose of Centers of Excellence: Offer a seamless, technologically focused program that will yield a high school diploma, certification and/or post secondary degree and employment.
2. Definition of Manufacturing Center of Excellence: Three pathways are a part of this COE. :
  - a) The Industrial Maintenance Technology pathway will provide 1) industrial technology core curriculum leading to employment and 2) industrial technology core curriculum and academic course work leading to AAS or AS degree.
  - b) The Welding pathway will provide 1) welding core curriculum leading to employment and 2) welding core curriculum and academic course work leading to AAS or AS degree.
  - c) The Drafting pathway will provide 1) drafting core curriculum leading to employment and 3) drafting core curriculum as part of welding and industrial technology and academic course work leading to AAS or AS degree.
3. Definition of Center of Excellence Student: All residents of Finney County, including people of traditional school age, as well as those persons who are already employed are in need of academic and technical skills upgrade.
4. Location of Program: Entry level course work will be provided at GCHS. GCCC will provide all postsecondary degree coursework at GCCC.
5. Instructors:

Number: GCHS-3  
          GCCC-5

Load: As identified by each partner.

Hired by: Appropriate instructors will be hired by each partner.

Salary: Each partner will cover the salaries of it's instructors.

Staff Development: Each entity will be responsible to meet the training and staff development needs of its instructor(s).

6. Operating Expenses: All operating expenses will be paid by each partner.

GCCC and USD #457 will collaborate to promote and recruit for the Manufacturing COE (brochures, flyers, etc.).

7. Equipment: All equipment owned by USD#457 shall remain the property of USD #457 and all equipment owned by GCCC shall remain the property of GCCC. All equipment owned by GCCC in the USD #457 welding lab as of the 2007-08 school year shall remain the property of GCCC. GCCC agrees to leave equipment previously purchased for the USD #457 welding lab in the GCHS lab with the stipulation that it not be sold or traded. Since the GCCC equipment in the USD #457 lab was purchased with Perkins dollars it must remain on the GCCC inventory and GCHS will notify GCCC if the equipment is no longer being used.

8. Students: Each high school student in the Manufacturing Center of Excellence enrolling in GCCC program courses for dual credit will be responsible for tuition, fees, textbooks and any industry certification tests.

This agreement shall be effective July 1, 2010 and shall terminate on June 30, 2011. All three parties shall evaluate the agreement at that time and decide whether to continue with the agreement or not.

\_\_\_\_\_  
Witness

*Joanne Nelson*  
\_\_\_\_\_  
Witness

\_\_\_\_\_  
President, GCCC Board of Trustees

*Neil*  
\_\_\_\_\_  
President, USD #457 Board of Education

## AGREEMENT FOR SERVICES

Information Technology  
Academic Year 2010-11

This agreement is made and entered into on July 1, 2010, by and between the Board of Education, Garden City Unified School District #457, hereinafter called USD #457 and the Trustees of Garden City Community College, hereinafter called GCCC.

**WHEREAS**, USD #457 and GCCC are interested in maintaining an **Information Technology** Center of Excellence through the Career Learning System -- Finney County.

**NOW THEREFORE**, USD #457 and GCCC agree to the following:

1. Purpose of Centers of Excellence: Offer a seamless, technologically focused program that will yield a high school diploma, certification and/or post secondary degree and employment.
2. Definition of Information Technology Center of Excellence: A technically-focused program that will provide multiple options for students including 1) Information Technology (networking) core curriculum leading to industry certification and employment 2) Computer Information Science (programming) core curriculum leading to industry certification and employment, and 3) Web Development core curriculum leading to industry certification and employment;
3. Definition of Center of Excellence Student: All residents of Finney County, including people of traditional school age, as well as those persons who are already employed but are interested in entering the Information Technology field.

4. Location of Program: GCCC

5. Instructors:  
Number: 2

Salary: Salary and benefits will be determined according to the schedule of the hiring entity.

Professional Development: Each entity will be responsible to meet the training and staff development needs of its instructor(s).

6. GCCC, USD #457 will collaborate to recruit and promote the IT COE (brochures, flyers, etc.).

7. Students: All high school students in the Information Technology Center of Excellence will enroll in the program courses for college credit in:

- 1) Information Technology-networking
- 2) Computer Information Science (programming)
- 3) Web Development

Tuition, fees, textbooks and any industry certification tests will be the responsibility of the student.

8. Facilities: Each entity will be responsible for maintaining its facility including maintaining a facility capable of delivering the curriculum.

This agreement shall be effective July 1, 2010 and shall terminate on June 30, 2011. All three parties shall evaluate the agreement at that time and decide whether to continue with the agreement or not.

\_\_\_\_\_  
Witness

*Joanne Nelson*  
\_\_\_\_\_  
Witness

\_\_\_\_\_  
President, GCCC Board of Trustees

*[Signature]*  
\_\_\_\_\_  
President, USD #457 Board of Education

**AGREEMENT FOR SERVICES**  
**Automotive Technology**  
**Academic Year 2010-11**

This agreement is made and entered into on July 1, 2010, by and between the Board of Education, Garden City Unified School District #457, hereinafter called USD #457, the Board of Education, and the Trustees of Garden City Community College, hereinafter called GCCC.

**WHEREAS**, USD #457 and GCCC are interested in maintaining an **Automotive Technology** Center of Excellence through the Career Learning System -- Finney County.

**NOW THEREFORE**, USD #457 and GCCC agree to the following:

1. Purpose of Centers of Excellence: Offer a seamless, technologically focused program that will yield a high school diploma, certification and/or post secondary degree and employment.
2. Definition of Automotive Technology Center of Excellence: An automotive technology program that provides the following options: 1) core curriculum leading to employment; 2) Ford Maintenance and Light Repair core curriculum leading to employment; 3) core curriculum and academic coursework leading to AAS, AS degree and/or advanced degree studies.
3. Definition of Center of Excellence Student: All residents of Finney County, including people of traditional school age, as well as those persons who are already employed are in need of academic and technical skills upgrade.
4. Location of Program: GCCC
5. Instructors:  
Number: 1  
  
Load: As identified by each partner. The possibility of adding an adjunct instructor at GCCC in Auto Tech will be explored to provide a supplement to the one auto tech instructor.  
  
Hired by: GCCC  
  
Salary: GCCC will pay the salary of the instructor.  
  
Staff Development/Training: GCCC will be responsible to meet the training and staff development needs of its instructor..
6. Operating Expenses: All operating expenses will be paid through GCCC. GCCC and USD #457 will collaborate to recruit and promote the Auto Tech COE (brochures, flyers, etc.).

7. Equipment: All equipment owned by USD #457 shall remain the property of USD #457, and all equipment owned by GCCC shall remain the property of GCCC.
8. Students: Each high school student enrolled in the Automotive Technology Center of Excellence will enroll in the program courses for a minimum of 3-5 credit hours.

This agreement shall be effective July 1, 2010 and shall terminate on June 30, 2011. Both parties shall evaluate the agreement at that time and decide whether to continue with the agreement or not.

\_\_\_\_\_  
Witness

*Joanne Nelson*  
\_\_\_\_\_  
Witness

\_\_\_\_\_  
President, GCCC Board of Trustees

*Neil W.*  
\_\_\_\_\_  
President, USD #457 Board of Education



**AGREEMENT FOR SERVICES**  
**Law, Public Safety and Security Cluster**  
**Criminal Justice**  
**Academic Year 2010-11**

This agreement is made and entered into on July 1, 2010, by and between the Board of Education, Garden City Unified School District #457, hereinafter called USD #457, the Board of Education and the Trustees of Garden City Community College, hereinafter called GCCC.

**WHEREAS**, USD #457 and GCCC are interested in maintaining a **Law, Public Safety and Security** Center of Excellence through the Career Learning System -- Finney County.

**NOW THEREFORE**, USD #457 and GCCC agree to the following:

1. Purpose of Centers of Excellence: Offer a seamless, technologically focused program that will yield a high school diploma, certification and/or post secondary degree and employment.
2. Definition of Criminal Justice Center of Excellence: The Criminal Justice pathway in the Law, Public Safety and Security Center of Excellence will provide a seamless program of study leading to AAS or AS degree.
3. Definition of Center of Excellence Student: All residents of Finney County, including people of traditional school age, as well as those persons who are already employed are in need of academic and technical skills upgrade.
4. Location of Program: Entry level coursework will be provided at the partnering high school. GCCC will provide all postsecondary degree coursework. Students at GCHS may earn concurrent credit at GCCC for articulated courses.
5. Instructors:  
Number: GCHS – 1                      GCCC – 2  
Load:        As identified by each partner.  
Hired by:    Appropriate instructors will be hired by each partner.  
Salary:      Each partner will cover the salaries of its instructor(s).  
Extension:   N/A  
Staff Development/Training: Each entity will be responsible to meet the training and staff development needs of its instructor(s).
6. Operating Expenses: All instructional operating expenses will be paid by each partner. GCCC and USD #457 will collaborate to recruit and promote the Law, Public Safety and Security COE (brochures, flyers, etc.).
7. Equipment: All equipment owned by USD#457 shall remain the property of USD #457 and all equipment owned by GCCC shall remain the property of GCCC.

8. Students: High school students enrolled in Criminal Justice courses at GCCC will cover the cost of their tuition, fees, and textbooks. Any industry certification tests will be the responsibility of the student.  
GCCC Credit Option: GCHS students may articulate concurrent credit with GCCC's Introduction to Criminal Justice as per the articulation agreement.

9. Facilities: NA

This agreement shall be effective July 1, 2010 and shall terminate on June 30, 2011. Both parties shall evaluate the agreement at that time and decide whether to continue with the agreement or not.

\_\_\_\_\_  
Witness

*Spanne Nelson*  
\_\_\_\_\_  
Witness

\_\_\_\_\_  
President, GCCC Board of Trustees

*[Signature]*  
\_\_\_\_\_  
President, USD #457 Board of Education

**AGREEMENT FOR SERVICES**  
**Education**  
**Academic Year 2010-11**

This agreement is made and entered into on July 1, 2010, by and between the Board of Education, Garden City Unified School District #457, hereinafter called USD #457, the Board of Education, and the Trustees of Garden City Community College, hereinafter called GCCC.

**WHEREAS**, USD #457 and GCCC are interested in maintaining a **Education** Center of Excellence through the Career Learning System -- Finney County.

**NOW THEREFORE**, USD #457 and GCCC agree to the following:

1. Purpose of Centers of Excellence: Offer a seamless, focused program that will yield a high school diploma, certification and/or post secondary degree and employment.
2. Definition of Education Center of Excellence: The Education Center of Excellence will provide a seamless program of study leading to AAS or AS degree.
3. Definition of Center of Excellence Student: All residents of Finney County, including people of traditional school age, as well as those persons who are already employed are in need of academic and technical skills upgrade.
4. Location of Program: Entry level coursework will be provided at each partnering high school. GCCC will provide all postsecondary degree coursework. Students at GCHS may earn dual credit at GCCC as defined in the articulation agreements.

5. Instructors:

Number: GCHS – 2  
GCCC – 4

Load: As identified by each partner.

Hired by: Appropriate instructors will be hired by each partner.

Salary: Each partner will cover the salaries of its instructor(s).

Extension: N/A

Staff Development/Training: Each entity will be responsible to meet the training and staff development needs of its instructor(s).

Operating Expenses: All instructional operating expenses will be paid for by each partner.

GCCC and USD #457 will collaborate to recruit and promote the Education Center of Excellence. (brochures, flyers, etc.).

6. Equipment: All equipment owned by USD#457 shall remain the property of USD #457 and all equipment owned by GCCC shall remain the property of GCCC.
7. Students: High school students enrolled in the Education Center of Excellence courses at GCCC will cover the cost of their tuition, fees, and textbooks. Any industry certification tests will be the responsibility of the student.

Facilities: NA

This agreement shall be effective July 1, 2010 and shall terminate on June 30, 2011. All three parties shall evaluate the agreement at that time and decide whether to continue with the agreement or not.

\_\_\_\_\_  
Witness

*Jeanne Nelson*  
\_\_\_\_\_  
Witness

\_\_\_\_\_  
President, GCCC Board of Trustees

*Will K*  
\_\_\_\_\_  
President, USD #457 Board of Education

6/7/2010

**AGREEMENT FOR SERVICES-CLS Coordinator**

This Agreement is made and entered into on July 1, 2010, by and between the Board of Education, Garden City Unified School District #457, hereinafter called USD #457 and the Trustees of Garden City Community College, hereinafter called GCCC.

**WHEREAS**, USD #457, and GCCC are interested in maintaining the Career Learning System -- Finney County.

**THEREFORE**, it is agreed that the two entities shall jointly maintain the Career Learning System -- Finney County.

**NOW THEREFORE**, USD #457 and GCCC agree to the following:

1. GCCC shall employ the Career Learning System – Finney County Coordinator and administer the Career Learning System – Finney County budget as approved by the two entities.
2. USD #457 shall provide office space, phone and computer access for the Career Learning System Coordinator.
3. USD #457 shall reimburse GCCC for one-half of the total costs of administering the Career Learning System – Finney County as provided for in the budget.\* The reimbursement shall be due with payment due by January 30, 2011. Each entity will provide \$100 towards expenses.
4. This agreement shall be effective July 1, 2010, and shall terminate on January 3, 2011. All parties shall evaluate the agreement at that time and decide whether to continue with the agreement or not.

|                                 |                        |  |                        |
|---------------------------------|------------------------|--|------------------------|
| Witness                         | Date                   | Chairman, GCCC Board of Trustees                             | Date                   |
| <i>Jeanne Nelson</i><br>Witness | <i>6/21/10</i><br>Date | <i>[Signature]</i><br>President, USD #457 Board of Education | <i>6/21/10</i><br>Date |

\* 2010-11 Budget \$37,814.00 plus \$200.00 for supplies.

CLS Coordinator retiring 2011 with last day being January 3, 2011.

Plans to continue services identified by the COE Agreements will be reviewed by both entities during this transition year.

# MEMO

Date: July 1, 2010  
To: Board of Trustees  
From: Dee Wigner  
Subject: Food Service Contract

On July 1, 2008, GCCC entered into a five year agreement with Great Western Dining for food service. The annual renewal addendum is submitted for Board approval.

The renewal contract has been expanded to include an additional nine days at the beginning of the school year. This is the time when many athletes report for early practice. In the past, we were charged a daily rate per athlete. By including these days in the base contract, we are able to reduce the cost per athlete per day by approximately \$1.00. This will result in a cost savings of over \$1,000.

Previous food service contracts began on July 1. This year, we extended the 2009-10 contract until July 31. Therefore, the renewal contract presented to the Board is effective August 1, 2010. The contract date was moved to August to allow one summer rate for the entire summer. Under the previous agreement there was a rate change July 1, in the middle of the summer.

Because the number of contract days increased, the daily rate for meal plans decreased a few cents. Overall, reduced meal rates remained the same and casual meal rates increased 3%.

# MEMO

Date: July 8, 2010  
To: Board of Trustees  
From: Dee Wigner  
Subject: Multi-Jurisdictional Mitigation Plan

Federal law requires local governments to have a mitigation plan in place prior to any natural disaster. Failure to meet this requirement could jeopardize eligibility for any future FEMA payments.

Finney County is in the process of developing a Multi-Jurisdictional Hazard Mitigation Plan which includes the City of Garden City, City of Holcomb, Garden City Community College, USD 457 and USD 363. The plan will be the blueprint for reducing property damage and saving lives from the effects of future natural disasters in the county. Development of the plan is funded by a "Pre-disaster Mitigation Grant" approved by the Federal Emergency Management Agency and the Kansas Division of Emergency Management.

The county has contracted with EFM Consulting, LLC to prepare the mitigation plan. As part of the multi-jurisdictional plan, the GCCC Board of Trustees needs to approve the Resolution authorizing EFM Consulting as the firm representing the college.

The college will work directly with EFM Consulting, LLC to develop a mitigation strategy for our campus which identifies potential hazards and potential exposures. Once identified, projects and action plans will be developed to mitigate prioritized hazards. Our plan then becomes a part of the multi-jurisdictional plan.

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**RESOLUTION NO. 2010-01**

**RESOLUTION AUTHORIZING EFM CONSULTING, LLC, ON BEHALF OF GARDEN CITY COMMUNITY COLLEGE, TO PREPARE THE GARDEN CITY COMMUNITY COLLEGE MITIGATION PLAN FOR GARDEN CITY COMMUNITY COLLEGE BOARD OF TRUSTEES APPROVAL**

**WHEREAS**, Garden City Community College has limited capability to undertake extensive participation in the preparation of a hazard mitigation plan; and

**WHEREAS**, EFM Consulting, LLC is able to act on behalf of Garden City Community College in the analysis and development of a hazard mitigation plan as part of the grant funding provided to the County; and

**WHEREAS**, EFM Consulting, LLC shall prepare a hazard mitigation plan in accordance with 44 FEMA requirements at 44 CFR 201.6 and the County Plan; and

**WHEREAS**, EFM Consulting, LLC shall deliver a draft copy of the Plan for public comment as well as the governing body's comment during the planning process and prior to adoption.

**NOW THEREFORE**, Garden City Community College Board of Trustees authorizes EFM Consulting, LLC on behalf of Garden City Community College to prepare the Garden City Community College Mitigation Plan, which shall be reviewed and considered for adoption by Garden City Community College Board of Trustees upon completion.

**ADOPTED** this 14<sup>th</sup> day of July, 2010 at the meeting of the Garden City Community College Board of Trustees.

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Signature

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Title



## **JULY 2010 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 Board member has interest in, owns or has family members that have an interest in any business that does business with GCCC, the Board is to be notified.

**Data directly addressing the CEO's interpretation:** DV Douglass Roofing was low bid on roof repairs. Trustee Douglass has an interest in the roofing company and recused herself from the voting process.

### **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 required 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) no purchases are made over \$10,000 without competitive bids regarding quality, cost and service and c) no purchases over \$20,000 without approval of the Board or approval of a contract to pay by the Board. Purchases made under contract, such as Great Western Dining, are paid without Board approval.

## **Data directly addressing the CEO's interpretation**

Bid sheets were attached to all requisitions over \$2,500, unless the items purchased were covered under the campus annual bids or were a single source provider

### Purchases over \$10,000 requiring bid sheet:

- Check #198412 to CDW Government Inc for \$19,421.29 for technology equipment for Fouse classrooms. Attached bid sheets indicated lowest bid accepted.
- Check #199027 to ACM Removal LLC for \$58,460.00 for removal of asbestos from ceilings in Academic building. Attached bid sheet indicated lowest bid accepted.
- Check #199036 to CDW Government Inc for \$11,400.00 for maintenance and support for IT switches. Attached bid sheet indicating single source provider.

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

- Check #198732 to Broncbuster Bookstore for \$13,211.59 for Summer 2010 book charges.
- Check #198738 to City of Garden City for \$42,656.03 for utilities.
- Check #198837 to B & H Paving Inc for \$22,500 for repairs to parking lots. The Board previously approved this project.
- Check #198846 to Commerce Bank for \$19,088.71 for purchase card charges.
- Check #198953 to Blue Cross and Blue Shield of Kansas for \$109,143.25 for July health insurance premiums.
- Check #199034 to Broncbuster Bookstore for \$111,425.71 for Spring 2010 book charges.
- Check #199039 to DV Douglass Roofing Inc for \$41,976.00 for roof repairs due to hail damage. The Board previously approved this project.
- Check #199201 to DV Douglass Roofing Inc for \$44,760.00 for roof repairs due to hail damage. The Board previously approved this project.
- Check #199202 to Dick Construction Inc for \$212,951.00 for work on the Fouse Building. The Board previously approved this project.
- Check #199205 to EduKan for \$18,250.00 for tuition for Summer 2010 Session 2.

## **JULY 2010 MONITORING REPORT**

### **EXECUTIVE LIMITATIONS**

**Information and Advice #2**

**QUARTERLY**

**Page: 11**

**The President shall not permit the Board to be unaware of relevant trends, anticipated adverse media coverage, actual or anticipated legal actions, significant external and internal changes, particularly changes in the assumptions upon which any Board policy has previously been established.**

**CEO's Interpretation and its Justification:** The Board needs to be able to address questions and concerns with the public; therefore, the executive team must make certain that any items that may be addressed between Board meetings are relayed to the Board. These are items that could be picked up by the local media. The Board is apprised of how the college is managed day to day and they are aware of Policy Governance documents. They also need to be aware of the administrative policy changes and other changes that vary from information that they already have. The Board will be made aware of administrative policy changes that may be questioned by staff, students or community members.

#### **Data directly addressing CEO's interpretation:**

The designated executive team will keep the Board advised of any adverse legal or media coverage by e-mail when an incident arises. Significant internal changes are communicated through the planning process with updates on progress i.e.; Datatel, Central Processing, renovations and administrative policy changes. The executive team will report at Board meetings on relevant trends, administrative policy and procedure changes and philosophical changes. Several administrative policies have been developed in response to legislated mandates through the revised Higher Education Act.

#### **Administrative Policy changes this quarter:**

##### **Attendance Policy Review**

##### **Attendance Guidelines:**

1. Attendance at Garden City Community College is mandatory.
2. The student is responsible for contacting each of his or her instructors regarding an absence.
3. GCCC supports the right of instructors to recommend withdrawal prior to the published withdrawal date or to fail any student whose absences total twice as many clock hours as credit hours in each course.

### **Personal Absence Policy:**

*While the GCCC Administration supports individual instructor or departmental attendance policies as stated in the syllabus for each course, the following policy takes precedence over the guidelines stated in Attendance Guideline #3.*

### **College-Sponsored Activity Absence policy:**

1. The student must notify the instructor prior to the absence.
2. The student must obtain assignments prior to the absence.
3. The student and instructor must establish a due date.
4. The student must submit completed assignments by the due date.
5. Coaches or sponsors will provide a list of participants to instructors prior to the activity.

If these criteria are met, coursework will be accepted.

### **Ability to Benefit Policy Change**

“ 4. A student 18 years of age or older, who has demonstrated the ability to benefit through an assessment approved by the U.S. Department of Education. Please check with the admissions office or financial aid office at GCCC for inquiries regarding approved assessments.”

### **Transfer Credit Policy Review—HEA mandate**

#### **Transfer Credit Policy**

Garden City Community College’s transfer credit policy, including its appeals process, follows.

#### **A. For students transferring credit to Garden City Community College**

1. Students seeking to transfer credit earned at another college to Garden City Community College must provide an official transcript from the other college to the GCCC Admissions Office. GCCC must receive these transcripts directly from the other college. Students may not submit the transcripts in person. The transcripts must bear the official seal of the other college. Photocopies and facsimiles are not acceptable.
2. The GCCC Records Office will evaluate transcripts based on the program to which GCCC has admitted the student. GCCC will grant transfer credit only to courses that apply to students’ programs of study at GCCC, or meet degree requirements.

3. Students who change their major program of study or degree plan at GCCC may request that the Records Office reevaluate their transcripts based on the new program of study.
4. GCCC will generally grant credit only for courses in which students earn a grade of D or higher. GCCC will not grant credit for courses in which students earn lower than D or which are graded on a pass/fail or credit/no credit basis. GCCC will grant credit for courses in which students earn a grade of D or higher whenever a grade of D is allowed for native GCCC students. A specific class or program, however, may require a higher grade as a prerequisite for a course or as a requirement for admission to the program.
5. GCCC will grant credit either for the equivalent courses at GCCC, if they exist, or for courses within a comparable department at GCCC, if the departments exist. Courses for which no equivalent course exists, but which are acceptable as transfer credit, will be designated with the most appropriate department codes and listed as elective.
6. GCCC transfers all grades and credits.
7. GCCC grants transfer credit only for credit earned at regionally accredited colleges in the United States. Please check the GCCC Catalog for information on accreditation accepted by GCCC.
8. GCCC follows the guidelines established by National Association of Credit Evaluation Services (NACES) for credits earned from international institutions.
9. GCCC follows the American Council on Education's (ACE) published recommendations on the transfer of non-accredited institutions, including military and other training programs. These guidelines are published at <http://www.acenet.edu/AM/Template.cfm?Section=CCRS>
10. Students may check with the Records Office within two weeks of receipt of official transcript for a listing of credits transferred.
11. **Appeal Process:** Students who disagree with the transfer credit decisions at GCCC may appeal those decisions as follows. Students should provide evidence, such as course descriptions and syllabi, that the courses in question are either the equivalent of or comparable to courses offered by GCCC.

- a. Students first must appeal the transfer credit decision in writing to the Registrar.
- b. If the disagreement is not resolved with the Registrar, students may appeal in writing to the Dean of Student Services.
- c. The decision of the Dean of Student Services shall be final and not subject to appeal.

**B. For students transferring credit from Garden City Community College**

1. Students seeking to transfer credit earned at Garden City Community College to another college must submit a signed Transcript Request Form to the GCCC Registrar's Office. Transcripts cost \$5.00 each. Signed requests are necessary to send transcripts.
2. The Registrar's Office will send transcripts within three days of receiving the signed request and fee to the college or colleges indicated on the Transcript Request Form. Whenever possible, students should indicate a specific person or office to which the transcripts should be sent.
3. Students who want their transcripts to include certificates and degrees earned must request that those transcripts be sent after the appropriate graduation date for those certificates and degrees.
4. GCCC will not send transcripts for students who have outstanding financial or property obligations to the college. All obligations to the college must be cleared before transcripts will be sent.
5. Transfer credit granted by other colleges will be governed by the policies and procedures of those colleges.
6. **Appeal Process:** Students who disagree with the transfer credit decisions of other colleges may appeal those decisions as follows.
  - a. Students first must appeal to the transfer credit evaluator at the other college. Students should provide evidence, such as course descriptions and syllabi, that the courses in question are either the equivalent of or comparable to courses offered by the other college.

- b. If the disagreement is not resolved with the transfer credit evaluator at the other college, students may consult with the Director of Counseling and Advising at GCCC, who may contact colleagues at the other college to investigate the situation and advocate on students' behalf.

### **C. Initial contact people at Garden City Community College**

- Nancy Unruh, Registrar, [nancy.unruh@gcccks.edu](mailto:nancy.unruh@gcccks.edu), (620) 276-9571
- Ryan Ruda, Dean of Student Services, [ryan.ruda@gcccks.edu](mailto:ryan.ruda@gcccks.edu), (620) 276-9597
- Colin Lamb, Director of Counseling and Advising, [colin.lam@gcccks.edu](mailto:colin.lam@gcccks.edu), (620) 276-9640

### **Identity Theft Prevention policy review—legislated policy**

#### Identity Theft Prevention

##### Policy

The Board of Trustees requires college staff to establish policies and procedures to combat identify theft. Procedures are developed and implemented to detect, prevent, and mitigate identify theft in connection with new and existing accounts.

##### Guidelines

The Federal Trade Commission (FTC), the federal bank regulatory agencies, and the National Credit Union Administration jointly issued regulations pursuant to the Fair and Accurate Credit Transactions Act (“FACT”) known as the “Red Flag Rules.” Garden City Community College recognizes that some of its activities are subject to the provisions of the FACT Act and its Red Flag Rules. Additional information can be found at: <http://www.ftc.gov/redflagsrule>

GCCC adopts these procedures to identify relevant Red Flags for new and existing covered accounts and incorporate said Red Flags into the program; detect Red Flags that have been incorporated into the program; respond appropriately to any Red Flags that are detected to prevent and mitigate identity theft; and ensure the program is updated periodically to reflect changes in risks to students, employees or contractors or to the safety and soundness of the individual from identity theft.

##### Approval and Management; Program Administration; Training; Annual Report

The Executive Dean of Administrative Services (hereinafter, the Program Administrator) is responsible for overall program management and administration. The Program Administrator shall provide appropriate identity theft training for selected college employees and provide reports and periodic updates to college administration on an annual basis.

The annual report shall identify and evaluate issues such as the effectiveness of the college's procedures for addressing the risk of identity theft with respect to Covered Accounts, oversight

of service providers, significant incidents involving identity theft and the college's response, and any recommendations for material changes to this Program.

### Definitions

1. A "Creditor" is any entity that regularly extends, renews, or continues credit or regularly arranges for the extension, renewal or continuation of credit.
2. A "Covered Account" is a consumer account designed to permit multiple payments or transactions and any other account for which there is a reasonably foreseeable risk from identity theft.
3. A "Customer" is a person with a Covered Account at the college.
4. "Identity Theft" means fraud committed or attempted using the identifying information of another person.
5. "Red Flag" means a pattern, practice or specific activity that indicates the possible existence of identity theft.
6. "Identifying Information" is "any name or number that may be used, alone or in conjunction with any other information, to identify a specific person," including, but not limited to: name, address, telephone number, social security number, date of birth, government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number, student identification number, computer's Internet Protocol address or routing code.

### Applicability

This program applies to all staff, faculty, students and all personnel affiliated with third parties providing services to the college relating to Covered Accounts and/or Sensitive Information within the custody of control of the college.

### Sensitive Information to be Protected

1. Personal Information upon enrollment, hire or contract
  - Social Security Number
  - Date of Birth
  - Address
  - Phone Numbers
  - Maiden Name
2. Payroll Information
  - Paychecks
  - Paystubs
  - Any document or electronic file containing payroll information
3. Medical Information for employee or student
  - Doctor names and claims
  - Insurance claims
  - Any personal medical information



4. Credit Card Information
  - Credit card number (in part or whole)
  - Credit card expiration date
  - Cardholder name
  - Cardholder address

#### Risk Assessment

1. GCCC will consider the following risk factors in identifying Red Flags for Covered Accounts, if appropriate:
  - a. The types of Covered Accounts offered or maintained;
  - b. The methods provided to open Covered Accounts;
  - c. The methods provided to access Covered Accounts; and
  - d. Past experience with identity theft.
2. GCCC, on a periodic basis, will incorporate relevant Red Flags from sources such as:
  - a. Incidents of identity theft that have been experienced or that have been experienced by other colleges and universities;
  - b. Methods of identity theft known by us or other Creditors that reflect changes in identity theft risks; and,
  - c. Applicable supervisory guidance.
3. GCCC identifies the following Red Flags in each of the following categories:
  - a. Alerts, notifications, or other warnings received from consumer reporting agencies or service providers, such as fraud detection services;
  - b. The presentation of suspicious documents;
  - c. The presentation of suspicious personal identifying information, such as a suspicious address change;
  - d. The unusual use of, or other suspicious activity related to a Covered Account; and,
  - e. Notices from customers, law enforcement authorities, or other persons regarding possible identity theft in connection with Covered Accounts.
4. The following instances are examples of Red Flags recognized by the college:
  - A. Notifications or warnings from a consumer reporting agency
    1. A fraud or active duty alert is included with a consumer report;
    2. A consumer reporting agency provides a notice of credit freeze in response to a request for a consumer report;
    3. A consumer reporting agency provides a notice of address discrepancy that informs the user of a substantial difference between the address for the consumer that the user provided to request the consumer report and the address(es) in the agency's file for the consumer;
    4. A consumer report indicates a pattern of activity that is inconsistent with the history and usual pattern of activity of an applicant or customer, such as:
      - a. A recent and significant increase in the volume of inquiries;
      - b. An unusual number of recently established credit relations;

- c. A material change in the use of credit, especially with respect to recently established credit relationships; or,
- d. An account that was closed for cause or identified for abuse of account privileges by a financial institution or Creditor.

B. Suspicious Documents

1. Documents provided for identification appear to have been altered for forged;
2. The photo or physical description on the identification is not consistent with the appearance of the applicant or customer presenting the identification;
3. Other information on the identification is not consistent with information provided by the person opening a new Covered Account or customer presenting the identification; and,
4. Other information of the identification is not consistent with readily accessible information that is on file with the college.

C. Suspicious Personal Identifying Information

1. Personal Identifying information provided is inconsistent when compared against external information sources. For example:
  - a. The address does not match any address in the consumer report; or,
  - b. The Social Security Number (SSN) has not been issued, or is listed on the Social Security Administration's Death Master File.
2. Personal identifying information is not consistent with other personal identifying information provided by the customer, such as a lack of correlation between the Social Security Number range and date of birth.
3. Personal identifying information provided is associated with known fraudulent activity as indicated by internal or third-party sources utilized by the college, such as:
  - a. The address on an application is the same address provided on a fraudulent application; or,
  - b. The telephone number on an application is the same as the phone number provided on a fraudulent application.
4. Personal identifying information provided is of a type commonly associated with fraudulent activity as indicated by internal third-party sources used by the college, such as:
  - a. The address on an application is fictitious, a PO box, or a prison; or,
  - b. The telephone number is invalid, or is associated with a pager or answering device.
5. The Social Security Number provided is the same as that submitted by other persons.
6. The address or phone number provided is the same as that submitted by others.
7. The person who has a covered account fails to provide all required identifying information.
8. Personal identifying information provided is not consistent with personal identifying information that is on file at the college.

D. Unusual use of, or Suspicious Activity Related to the Covered Account

1. A new Covered Account is used in a manner commonly associated with known patterns of fraud, such as the customer failing to make first payment of the payment plan and no subsequent payments.
2. Mail sent to the customer is returned repeatedly as undeliverable although transactions continue to be conducted in connection with the customer's account.
3. The college is notified that the customer is not receiving paper account statements.
4. The college is notified of unauthorized charges or transactions in connection with a customer's Covered Account.
5. The college is notified by a customer, a victim of identity theft, a law enforcement authority, or any other person that the college may have an open account for a person engaged in identity theft.

Protective Actions to be Taken

1. File cabinets, desk drawers, storage cabinets and any other space containing documents with Sensitive Information will be locked or otherwise secured when not in use at the end of each workday or when unsupervised.
2. Writing tablets, note pads, post-its, etc. in common shared work areas will be erased, removed, or shredded when not in use.
3. Passwords for the college database will not be shared.
4. Keys will not be given to persons other than to those for whom the key request is made.
5. Sensitive Information to be discarded will be placed in a locked shred bin or immediately shredded using a mechanical cross cut shredding machine.
6. A photo ID will be required any time a request is made in person to change information to a Covered Account.
7. A photo ID will be required for picking up any check of any origin, such as payroll, loan, refund, etc., from the Business Office or the Payroll Office.

Detection of Red Flags

GCCC shall address the detection of Red Flags in connection with the opening of Covered Accounts by

1. Obtaining identifying information about and verifying the identity of newly hired employees, newly enrolled students, etc. Identifying information may include name, date of birth, residential or business address, principal place of business for an entity, SSN, driver's license or other identification;
2. Verifying identity, such as by reviewing a driver's license or other identification.
3. Monitoring transactions through photo ID verification.
4. Requiring transactions through photo ID verification.
5. Rejecting any application for a service or transaction that appears to have been altered or forged.
6. Verifying identity via a consumer reporting agency which will independently contact the newly hired employee, newly enrolled student as appropriate for admission to selected programs, etc.

GCCC shall address the detection of Red Flags in connection with existing Covered Accounts by:

1. Verifying identity if an employee, student or contractor requests information (in person, via telephone, via facsimile, via email).
2. Verifying the validity of requests to change mailing addresses.
3. Not sharing identity information with anyone, including the employee, student or contractor. Requiring them to give the information and verify with the information on the account.
4. Verifying changes in banking or credit card information given for billing and payment purposes.

### Response to Red Flags

GCCC shall respond quickly to prevent identity theft. In all cases Red Flags are to be reported to the Executive Dean of Administrative Services. Response to Red Flags may include, but not be limited to:

1. Contacting owner of account in question by:
  - a. Electronic method (e.g. email, text message, etc)
  - b. Written letter via the USPS
  - c. Phone number on record
2. Terminating transaction
3. Changing any passwords, security codes, or other security devices that permits access to a Covered Account
4. Reopening a Covered Account with a new account number
5. Not opening a new Covered Account
6. Closing an existing Covered Account
7. Notifying and cooperating with appropriate law enforcement
8. Continuing to monitor an Account for evidence of Identity Theft.
9. Determining that no response is warranted under the particular circumstances.

### Oversight of Service Providers

The college will make reasonable efforts to ensure that the activity of a service provider engaged by the College to perform an activity in connection with Covered Accounts, is conducted with reasonable policies and procedures designed to detect, prevent, and mitigate the risk of identity theft. The college shall request that a copy of the service providers Red Flag Policy be sent to the college for review and maintained on file.

### Non-disclosure of Specific Practices

For the effectiveness of this Identity Theft Prevention Program, knowledge about specific Red Flag identification, detection, mitigation and prevention practices may need to be limited to the those employees with a need to know them. Any documents that may have been produced or are produced in order to develop or implement this program that list or describe such specific practices and the information those documents contain are considered “confidential” and should not be share with other College employees or the public. The Program Administrator shall

inform the Committee and those employees with a need to know the information of those documents or specific practices which should be maintained in a confidential manner.

### Annual Updates

The administrators of the College shall annually review this policy and recommend revisions when necessary to address changes in risks to students, faculty and staff based upon factors such as:

1. Experiences with identity theft.
2. Changes in methods of identity theft.
3. Changes in methods to detect and prevent identity theft.
4. Changes in the types of accounts that the college offers or maintains.
5. Changes in organizational structure.

### Program Administration

Training shall be conducted by the Program Administrator, Executive Dean of Administrative Service, for faculty and staff on an annual basis.

### **Non-Faculty Retirement Policy-- updated**

#### EARLY RETIREMENT POLICY

Early retirement is voluntary and at the discretion of an eligible employee. Early retirement benefits are available to employees meeting specific guidelines.

*See Appendix for Early Retirement Guidelines*

#### EARLY RETIREMENT GUIDELINES

An employee is eligible for early retirement benefits if such employee:

- Currently works full-time;
- Is less than 65 years old at effective date of retirement;
- Has completed 10 years or more of full-time service with the college;
- Currently has 5 years of continuous health coverage through the group health plan sponsored by GCCC.
- Is eligible for unreduced KPERS benefits and will participate in KPERS retirement.

An employee applying for early group health care benefits shall be responsible for providing all facts and information necessary to prove eligibility. An employee may apply for early group health care benefits by giving written notice to the President 90 days prior to the anticipated retirement date and including the following information:

- a statement of the applicant's desire to take early retirement
- the anticipated date of retirement
- the applicant's birth date and age on the effective date of retirement

- the current mailing address and telephone number of the applicant
- the number of years the applicant has been employed full-time by GCCC
- the number of years the applicant has been continuously covered by the group health insurance plan sponsored by GCCC

Eligibility will be determined by the President of the college. The President shall notify the applicant in writing of early group health care benefits to be paid by the college for the college-sponsored group health insurance plan.

Should the early retirement health benefit be discontinued, notification shall be given to retired employees. Retired employees will be able to continue on the college's group health plan for one year after notification or until the first of the month in which they reach age 65, whichever comes first.

Terms and conditions:

- The early retiree may continue in the college's health plan and the college will pay low option single health insurance coverage up to a premium amount not to exceed \$408.67 per month until age 65 is reached.
- Once a retiree reaches age 65, the retired employee is no longer eligible to remain on the college's plan. Family members on the retired employee's policy at that time will be eligible for coverage through COBRA at their own expense.
- Failure of the retired employee to pay any required monthly health insurance premiums above and beyond the college contribution will terminate the retired employee's right of continued participation in the college sponsored group health insurance plan.
- An employee who takes early retirement shall have the responsibility to keep the college informed of his/her current mailing address and telephone number.
- If the early retiree takes other employment and is eligible for group health insurance with that employer, the early retiree will notify the college and the early group health care benefit offered by Garden City Community College will be terminated.
- An employee who waives continuing participation in the college sponsored group health insurance plan after the effective date of retirement shall not be eligible to participate at a later date.

## **Grant-In-Aid Procedures—revised and expanded**

### **GRANT IN AID PROCEDURES**

#### Book Scholarship Process

1. Book scholarships need to be added to CRI by August 1 in order to insure that there is sufficient time to work through the approval process and allow for the book store to have

the books pulled and ready for the students by the start of the fall semester. From July 1-August 1, book scholarship lists will be run twice weekly for the bookstore. Starting August 1, book scholarship lists will be run daily through the second week of the semester.

2. Students must be added on book scholarships by the last day to drop for a refund each semester, in order for book scholarship to cover book costs. Any additions/deletions to student course schedule must be processed by the Records office and bookstore prior to the last day to drop for a refund each semester. Scholarships not awarded by this time and/or changes not made to course schedules will not be covered by scholarship.
3. All changes to course schedule must be made by the last day to drop for a refund, otherwise the respective cost center will be charged for all students and classes up to 16 hours that are still listed on scholarship on this date.

#### Grant in Aid tuition scholarship process

1. The awarding coach/sponsor shall complete the Grant-in-Aid (GIA) agreement in its entirety. Incomplete forms will not be processed or awarded. Once the Grant-in-Aid agreement is completed by the student and the coach/sponsor, the form shall be sent to the Director of Athletics or proper Division Director for approval.
2. Once the GIA agreement is received by the Director of Athletics or Division Director, the form will be analyzed to insure it is completed correctly. The Director of Athletics or Division Director will sign off on the agreement. Once the Director of Athletics or Division Director has approved it, the form will be handed directly to their respective secretary.
3. The secretary will input the Grant-in-Aid code into CRI in Datatel. The secretary will also generate an email to the Administrative Secretary to the Dean of Student Services to notify that scholarship has been entered in CRI. Once entered into CRI, the agreement will be sent directly to the Dean of Student Services office to finalize process.
4. Once the GIA has been received in the Dean of Students Services office, it will be date stamped and an email will be sent to the respective coach/sponsor and Director of Athletics or Division Director notifying of receipt of GIA.
5. The GIA forms will be handed directly to Dean of Student Services to determine student's eligibility for GIA. The GIA will be approved/disapproved. If approved, then GIA will be entered into Datatel for awarding. If disapproved, notification will be sent to coach/sponsor with explanation.
6. All coaches/sponsors will receive bi-monthly reports from the Dean of Student Services office which explains all athletes approved for GIA tuition/book scholarships.
  - a. During the first week of fall and spring semesters, a complete listing of students on GIA will be generated and sent to each coach/sponsor to assist in clean-up of scholarships.

- b. During the last week to drop courses for refund, a second report will also be ran for all coaches/sponsors for review.
  - c. It is the responsibility of each coach/sponsor to verify that all students are listed on report correctly, to make any necessary changes/deletions and to insure that the proper code is being used.
  - d. After each review, the reports will be forwarded back to the Dean of Student Services office for processing. All changes/deletions must be made through the Dean of Student Services office by the last day to drop. Cost centers will be assessed scholarship charges based upon the number of scholarships awarded based on 20<sup>th</sup> day certification rosters.
7. If a student is to be removed from scholarship after being awarded, the process shall happen as follows.
- a. Coach/sponsor notifies building secretary. The building secretary will enter the change/deletion into CRI screen in Datatel. An email from the building secretary will be sent to the Administrative Secretary to the Dean of Student Services, Dean of Student Services, and the coach/sponsor. The Dean of Students office will process the change and maintain record of notification being made.

**EXECUTIVE LIMITATIONS**

**Information and Advice**

**#3**

**QUARTERLY**

**Page: 11**

**The President shall not fail to advise the Board if, in the President's opinion, the Board is not in compliance with its own policies on GOVERNANCE PROCESS and BOARD-PRESIDENT RELATIONSHIP, particularly in the case of Board behavior which is detrimental to the work relationship between the Board and the President.**

**CEO's Interpretation and its Justification:** The President is hired to administer the Board Policies and manage the College. If the President feels that she cannot do this because the Board is not adhering to the policies set forth by the Board it is her responsibility to discuss this with the Board. If something happens that makes the working relationship with the Board difficult she should also discuss this with the Board.

**Data directly addressing CEO's interpretation:**

No instance of non-compliance with governance or board policies is known.



**EXECUTIVE LIMITATIONS****Information and Advice****#5****QUARTERLY****Page: 11**

**The President shall not fail to deal with the Board as a whole except when fulfilling requests for information or responding to individuals or committees duly charged by the Board.**

**CEO's Interpretation and its Justification:** The President deals with the Board as a whole in all instances. If an individual Board member asks for information it is provided to the entire Board.

**Data directly addressing CEO's interpretation:**

Individual requests for information are usually discussed with the Board as a whole. The Board is aware of the means and has not interfered with them. Public notice of meetings has been sent for the board to meet with the designated executive team during the search for a President. The executive team will comply with requests from the board and disseminate requested information at the scheduled meetings as well as share updates on the college. Any individual requests will be answered to the entire board during these designated meetings.

# JULY 2010 MONITORING REPORT

|  |                    |
|--|--------------------|
| <b>EXECUTIVE LIMITATIONS</b>   | <b>SEMI-ANNUAL</b> |
| <b>Financial Condition #1</b>  | <b>Page 10</b>     |
| <b>The President shall not exceed the working budget for the fiscal year. (July 1-June 30)</b> |                    |
| <b>a. Fail to maintain a reserve of at least 20 percent</b>                                    |                    |
| <b>b. Fail to maintain the capital improvement fund at \$500,000</b>                           |                    |

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

**Data directly addressing interpretation:** Financial reports are prepared and monitored closely during the year and greatly scrutinized during May and June. Year end 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 2010, we maintained approximately 22% carryover.

At year end, the Capital Outlay cash balance is maintained at a minimum of \$500,000.

|   |                    |
|---|--------------------|
| <b>EXECUTIVE LIMITATIONS</b>                      | <b>SEMI-ANNUAL</b> |
| <b>Financial Condition #2</b>                     | <b>Page 10</b>     |
| <b>The President shall not use cash reserves.</b> |                    |

**Interpretation and 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 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 FY10 the President asked for \$560,282 from the carryover to be approved in the General Fund in order to ease the way for reduction in spending. We spent approximately \$232,739 and left \$327,543 to be carried over into next year. We will ask for carryover to be spent in FY11 for general operating expenses.

**EXECUTIVE LIMITATIONS****SEMI-ANNUAL****Financial Condition #3****Page 10****The President shall not fail to develop additional revenue sources for capital improvement projects.**

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

**Data directly addressing 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. During FY10, we received funding from the American Recovery and Reinvestment Act of 2009 (ARRA), the Post Secondary Educational Institution Infrastructure Finance Program (PEI) and the State of Kansas Higher Education Deferred Maintenance Tax Credit Program.

# JULY 2010 MONITORING REPORT

**ENDS**

**ANNUAL**

**Mission**

**Page 1**

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

**Interpretation and justification:** The President must ensure that the Mission and Ends as set forth by the Board of Trustees are always known and addressed. There shall be means of measuring whether these are being met and they must be presented to the Board through monitoring reports throughout the year.

**Data directly addressing interpretation:** Throughout the year monitoring reports have been given to the Board showing progress that has been made on meeting the Ends and Mission of the College. The monitoring reports have been streamlined and data-enriched during the past year to allow for better longitudinal data to be analyzed at the administrative and board level. Information is gathered and analyzed on students that transfer to Kansas four year institutions and directly into the workforce. Data on Adult Basic Education, Developmental Education, Recruitment, and Retention has also been gathered, in addition to anecdotal information regarding Continuing Education and Community Service or Personal interest.

The Mission and Ends are posted in every building for both internal and external communities as well as stated in publications.

## JULY 2010 MONITORING REPORT

|   |               |
|---|---------------|
| <b>EXECUTIVE LIMITATIONS</b>  | <b>ANNUAL</b> |
| <b>General Executive Constraints #8</b>   | <b>Page 7</b> |
| <b>No fewer than two administrators will be informed of president and board issues and processes.</b> |               |

**Interpretation and justification:** For the President to carry out the business of the College, two or more administrators need to be informed of President and Board issues and processes.

**Data directly addressing interpretation:** The President routinely met with Officers (6 Deans) and Cabinet (6 Deans, Faculty Senate President, 3 Directors, and the Endowment Director) on a biweekly basis. Minutes of each Cabinet meeting were recorded and distributed campus-wide via email by the Administrative Assistant to the President. Policy decisions were discussed in Cabinet and required two separate readings and distribution to employees for input prior to final adoption. Board items were discussed at these meeting and the six deans routinely attended all Board of Trustees meetings.

|  |               |
|--|---------------|
| <b>EXECUTIVE LIMITATIONS</b>                                   | <b>ANNUAL</b> |
| <b>Budgeting/Financial Planning/Forecasting All</b>            | <b>Page 9</b> |
| <b>The President shall not cause or allow budgeting which:</b> |               |

The budget discussion materials that the Board receives will show that all of the following considerations have been met for the budget for fiscal year 10-11.

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

**Interpretation and justification:** The President should be certain of all projected revenues before finalizing expenses. Close watch should be kept on cash flow before the budget is finalized and operational items should be separate from capital.

**Data directly addressing interpretation:** The projections that are included in the budget discussion packet have been received through the appropriate distribution agency. Severe cuts to the expenses were required due to estimated cuts in funding sources and revenues. Projections for FY11 include a minimum \$742,940 cut in overall operating costs including personnel and programs.

Planning assumptions are part of the budgeting process that is done every spring. Cost center directors are able to access to up-to-date information about expenditures through the administrative software system at any time and Cabinet reviews percentages of

spending within each cost center at strategic points throughout the year.

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

**Interpretation and justification:** Planning and budgeting must be done while comparing at least the last two years of data.

**Data directly addressing interpretation:** The planning and budgeting process includes a review of the prior five years of revenues and expenditures by cost center. Comparisons are made by cost center managers and discussed during both Officer and Cabinet meetings. Budgetary reports used for review contain both dollar amounts and percentages.

- 3. Does not provide a priority motivated menu of Capital Outlay Funds to be requested for expenditure.**

**Interpretation and justification:** The Capital Outlay proposed expenditures must be annually reviewed and prioritized.

**Data directly addressing interpretation:** The Capital Outlay plans are updated annually based campus needs. A general review of the condition of buildings and equipment is made and determined what is needed to get the campus back into excellent shape and maintainable within the capital budget. We have set priorities based on the urgency of the repair. Improvements to the academic building included asbestos removal and remodeling the lecture hall. Several faculty offices in the Pauline Joyce Fine Arts building were updated and the fire alarm system was replaced in the John Collins Vocational-Technical Building and the West Hall of the residence halls.

- 4. Plans the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period.**

**Interpretation and justification:** The President shall not set the budget for more than the projected revenues without specific approval from the Board for one time expenditures.

**Data directly addressing interpretation:** The President does not set the budget to exceed the revenues without express approval of the Board. In FY10, \$560,282 was requested from cash reserves for budgetary purposes. Approximately \$327,543 of these funds is available to include in the carryover, allowing us to potentially carry over more than the required 20% for FY11.

When budgetary constraints from state, county, and other funding sources indicated a significant drop in FY11 funds, the President began the difficult task of eliminating personnel and programs along with additional cost center operational cuts. This complex, albeit necessary, undertaking was essential to the financial stability of the College during trying fiscal times.



FOR LEADERSHIP TRAINING  
AND DEVELOPMENT

*BoD  
Report*

June 22, 2010

Dr. Carol E. Ballantyne  
President  
Garden City Community College  
801 Campus Dr.  
Garden City, KS 67846-6398

Dear Dr. Ballantyne,

On behalf of the Academy for Leadership and Development, I am recognizing the following leaders for successfully completing the Academy program:

**Martha Lisk  
Belen Terrones  
Steve Thompson  
Cricket Turley  
Patricia A. Zeller**

The program was competency-based, consisting of two residential training sessions and a practicum experience over a 12-month period. A central component of the program was the development and implementation of an Individualized Professional Development Plan. Over the past year, the following areas were addressed in the Academy:

- ❖ Complex Role of the Organizational Leader
- ❖ Behavioral Work Styles - Understanding Self & Others
- ❖ Leader as Manager
- ❖ Dimensions of Leadership
- ❖ Coaching, Development, & Talent Management
- ❖ Leading & Managing Change
- ❖ Leadership Assessments
- ❖ Building Effective Work Teams
- ❖ Facilitating, Integrating, & Celebrating Strengths
- ❖ Hiring & Orienting for Excellence
- ❖ Managing Individual/Team Conflict
- ❖ Strategic and Scenario Planning
- ❖ The Leadership Practicum
- ❖ Leading Part-Time Staff
- ❖ Valuing Diversity & Cultural Competence

We have included a sample press release to submit to your local and/or college newspapers to acknowledge the achievement of these Academy graduates. We hope you'll take this opportunity to recognize their commitment to providing outstanding leadership within the educational community.

We have also included an Institutional Membership form for your consideration. Institutional members receive not only the hard copy of the *Leadership* journal, but also receive a quarterly electronic bulletin filled with leadership tips and tools, a discount to the yearly Chair Academy International Conference for Post-Secondary Leaders, discounts at [www.josseybass.com](http://www.josseybass.com), and \$25 off a *StrengthQuest™ Educator Seminar* from the Gallup Organization.

Thank you for supporting the ongoing professional development of your leaders.

Sincerely,



Gary Filan  
Executive Director

Encl: Sample Press Release  
Institutional Membership Form





## Incidental Information – July 2010

### Adult Learning Center

ESL instructor Maryann Baker was awarded the Kansas Adult Education Association (KAEA) “2010 Teacher of the Year” award during the KAEA conference held in Wichita June 14-17.

- Refugee Program  
The refugee program successfully placed 20 refugees at Cargill in Dodge City and six at Tyson in Garden City.
- Transition  
57 students transitioned into postsecondary education for the spring semester at GCCC.
- Migrant Family Literacy  
The Migrant Family Literacy Program has surpassed the goal of reaching 20 families by a 10% increase for a total of 30 migrant families receiving services.

### Bryan Education Center

Director Vicki Krehbiel administered the following tests: 35 Compass placements, eight online finals, and four Nelson-Denny reading placements. The GCCC Business & Industry Institute conducted a workshop for employees of Security State Bank with 39 attending. NRCS and Kansas Association of Counties held trainings with a total of 43 participants, generating \$135 in fees.

### Business & Industry Institute/ Community Services

More than \$3,300 in scholarships was awarded to 25 students for Kids’ College. These scholarships were made possible through a grant from Finney County Community Health Coalition Center for Children and Families.

| <b>JUNE 2010</b>         | <b>Course</b>                   | <b>Enrollments</b>  | <b>CEUs</b>       |
|--------------------------|---------------------------------|---------------------|-------------------|
| <b>Open Enrollment</b>   | Kids’ College (full day)        | 29                  | 23.2              |
|                          | Kids’ College (half day)        | 33                  | 13.2              |
| <b>Contract Training</b> | Difficult Customers/Collections | 31                  | 4.65              |
|                          | Healthy Women, Nursing CEUs     | 24                  | 19.2              |
|                          | Basic Electricity II            | 8                   | 3.2               |
|                          | Strategic Action Planning       | 12                  | 2.4               |
|                          | Osher Dust Bowl Series          | 16                  | 9.6               |
| <b>Online</b>            | 360 Insurance CEUs              | 2                   | 2.6               |
|                          | Ed2Go - Misc. programs          | 1                   | na                |
|                          | <b>TOTALS</b>                   | <b>156 students</b> | <b>78.05 CEUs</b> |

### Educational Talent Search (ETS)

ETS received notification from the Department of Education that the grant is renewed until August 2011.

Four ETS students assisted with Kids College June 8-1 and earned 45 hours of community service. Twenty-six ETS student assisted Spirit June 14-18 and earned 45 hours of community service. Twenty-three ETS students assisted Mosaic June 26-27 and earned 75.25 hours of community service. From Sept. 1, 2010 to June 30, 2010, ETS students have logged 850 total hours of community service.

ETS numbers verified to date:

- 111 of the 123 ETS seniors have been admitted to a college
- 115 of 123 ETS seniors have applied for FAFSA/scholarships
- 41 of the 123 ETS seniors have enrolled at a college – 37 at GCCC

### **Project Destiny – Year 4**

Project Destiny is currently working on a preliminary proposal for next year competition for renewal. The proposal will include three states: Kansas, Colorado and Nebraska. Kansas will be represented by Garden City Community College where Kansas State University – College of Education – will continue to serve as the fiscal agency for the grant.

### **Project KANCO**

Six students from Project KANCO first year participated in a college visit to Kansas State University where they received information according to their majors. The two-day visit also included tours to the dorms, cafeteria, College of Business Administration & Education, College of Veterinary Medicine, Recreation Center, and the Bill Snyder Family Stadium.

### **SBDC**

The GCCC KSBDC had an active training month in June. Asst. Director Cheryl Schmale attended a workshop in Colby on human resource management and Mark Buckley and Mike O’Kane attended a conference at KU on Data Training and Market Research.

**Director Pat Veesart** presented a workshop in Tribune on human resource management and spoke about business planning for the Leadership Institute at Dodge City Community College. She also participated in the initial meeting for a new GCCC on-campus group, Fabric & Fiber, as one of its organizers. The group will meet after work hours to work on skills in quilting, knitting, and other fiber-related activities. The purpose is to gain skills and build relationships and communication across campus.

**O’Kane and Schmale** attended the Rural Grocery Conference in Manhattan. They, along with Veesart, also participated in the wKREDA meeting in Dighton. Schmale took part in the Downtown Vision Annual Meeting in Garden City and manned a booth at the Dodge City Business Appreciation and Resource Fair. Veesart participated in the Advisory Board meeting for the Kansas MarketPlace Conference in Dodge City and attended the Board meeting and Encampment for the Kansas Cavalry in Hays.

**SBDC client Joey Kelch, owner of Project Fitness**, was named a “Regional Award Winner for Business Excellence” by the Kansas Department of Commerce. The award was presented in a ceremony on June 30 at the new Project Fitness Center building on John Street in Garden City. Schmale nominated him for the award and organized the celebration. Veesart and administrative assistant Kathy Nance assisted with the program and reception.

### **SWKRPC**

**The Southwest Kansas Regional Prevention Center received signed approval of its grant award for FY2011 from SRS Secretary Don Jordan.** The Finney County Community Health Coalition formally ratified new bylaws and established a governance structure for the first time. Two more Life Skills trainings were conducted locally to provide facilitators for the Finney County Community Coalition and Big Brothers Big Sisters.

**Mercer Gallery** will open its 21<sup>st</sup> season of art exhibitions in September with a display of blown glass creations by Southwest Kansas artist Wint Harris, owner of Harris Gallery, Elkhart. Subsequent exhibitions for 2010-2011 include mixed media images in October by Jennifer Larsen, Viola; a display called "Four from Lindsborg," scheduled in November; and, in December and January, "Experience and Enthusiasm: The Art of Fort Hays State University Faculty and Students." In 2011, the gallery will host the GCCC Art Faculty Exhibition in February; a series of two- and three-dimensional works in March, created by GCCC art alumnus Kate Dibbern, Lindsborg; and a show by Gallery Director David Kinder, entitled "Farewell Exhibition," in April. The GCCC Student Art Show will conclude the season.

**Members of the GCCC faculty have elected new leaders** for the upcoming 2010-2011 academic year. Linda Morgan, criminal justice instructor, was elected Faculty Senate president. Renee Harbin, social science instructor, was elected senate vice president; and Shelley Meier, also a social science instructor, earned the secretary's position. Senators for the year will include Clay Wright, senior senator, vocal music director; and incoming senators Pati Pfenninger, cosmetology instructor, and Katharyn Burgardt, RN, BSN, nursing instructor.

**GCCC bull rider Jeston Mead, Ashland, concluded the College National Finals Rodeo** June 20 in Casper, Wyo., with 10th place in the nation in his event. He qualified for nationals after earning first place standing in the Central Plains Region of the National Intercollegiate Rodeo Association for his performances throughout GCCC's 2009-2010 fall and spring seasons.

Three Southwest Kansas students were recently selected to receive GCCC's most prestigious scholarship, the Ambassador Award, for the upcoming 2010-2011 academic year. Selection is based on academic achievement, school and community service and additional criteria. Each applicant must be recommended by one or more school officials, go through a personal interview process on the campus and write an application essay. **The new Ambassador Scholars include Kashly Schweer, Garden City; Rachel S. Walter, Sublette; and Braden M. Steckel, Kimset.**

**Five GCCC employees recently graduated from the Academy for Leadership Development** at Maricopa Community College, Mesa, Ariz. They include Martha Lisk, Student Support Services director; Belen Terrones, administrative assistant to the dean of technical education; Steve Thompson, instructor in the Business and Information Systems Division; Cricket Turley, human resources director; and Patsy Zeller, RN, BSN, instructor and assistant director in the GCCC Nursing Program.

**Pat Veesart**, regional director of the Kansas Small Business Development Center at GCCC, was recently quoted in a national business magazine called "Inc." The publication, with a circulation of 690,000, called on her expertise for an article about employer-employee communications. The article also cited researchers from Harvard Business Review.

This comparison shows estimated student tuition for one 15-credit hour semester, calculated on in-state, freshman undergraduate tuition proposed for the fall of 2010. University totals, which may vary depending on student status, are based on rate proposals submitted in May of 2010 to the Kansas State Board of Regents, and which are still subject to approval this summer. The totals do not include student fees or any additional charges levied by the universities or by GCCC.

- Emporia State University, \$1,807.00, up 5.5%
- Fort Hays State University, \$1,517.25, up 3%
- Kansas State University, \$3,186.00, up 3%
- Pittsburg State University, \$1,934.00, up 5.9%
- University of Kansas, \$3,433.50, up 4.6%

- Wichita State University, \$2,361.00, up 5%
- GCCC, \$645.00, up 0%

**The City of Garden City** began work on the new sidewalk that will extend from Williams Stadium to Kansas Avenue. The cost of the project is being shared between the city and the college.

Asbestos has been removed from the ceilings in the **Academic Building**. Work continues in the Lecture Hall and upgrades are being made to the ITV classroom.

**Remodeling continues** in the Fouse Science and Math Building. Workers have been busy painting, installing floor tiles and working on electrical upgrades. The casework for the science laboratories arrived this week. Although there is quite a lot of work yet to be accomplished, the new hallway benches and display cases have greatly improved the appearance of the building.

The Board is receiving several potential budgetary scenarios for consideration in order to make an informed decision regarding the FY11 budget. The scenarios include a request to use the excess carryover funds (not to exceed the 20% requirement) to reduce or eliminate the need to make further budget cuts.

5. **Does not provide the annual operating funds for board prerogatives, such as costs of fiscal audit, board development, external reports, board and committee meetings, and board professional fees.**

**Interpretation and justification:** The President must ensure that funds are available for Board prerogatives, Board development, etc.

**Data directly addressing interpretation:** The budget includes a cost center that the President estimates for audit, external reports, board and committee meetings, retreats, professional fees and Board development. The Board prerogatives are set during the planning process and if needed during the year the President moves dollars from her cost center to take care of the needs of the Board. When the Board expresses a need not identified during the planning process, the President provides dollars to address the needs.

TO:  
Board of Trustees  
Kevin Brungardt, Lenora Cook, Dee Wigner

FROM:  
Steve Quakenbush, director of Information Services and Publications

cc:  
Debbie Atkinson

RE:  
**Trustee annual report to the community**

This memo is accompanied by the text draft of the board's GCCC Annual Report to the community for 2009-2010, for the board's review. As in past years, we're scheduled for publication of the full-color, four page report on the final Monday of October, along with simultaneous publication on the GCCC website.

#### **INPUT FROM TRUSTEES**

In order to stay on deadline, I would like to get any input from board members either at the **July 14** trustee meeting, or after the meeting by **July 19**. We'll then incorporate the board's input with completed annual financial data, plus pictures and graphics, so we can publish the report on time.

#### **Please note that:**

- This is the same draft that was e-mailed to the board on June 30, 2010.
- This draft shows text only. The completed full-color report will be similar in appearance to the reports of the past two years.
- This draft incorporates input already provided by the president's cabinet.

Thank you very much.

Steve Quakenbush  
Director of Information Services and Publications

## **Garden City Community College 2009-2010 Annual Report**

A report to the people of Finney County from the Garden City Community College Board of Trustees.

This report, covering the year that concluded June 30, 2010, is part of an annual effort to outline achievements reached and challenges faced by the community's college. Primary objectives for the year included:

- **Helping Students Learn**
- **Leading and Communicating**
- **Planning Continuous Improvement**

GCCC's mission is to produce people who contribute positively to society and the economy, focusing on five key outcomes:

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

### **ACCOMPLISHMENTS**

#### **HELPING STUDENTS LEARN**

**Enrollment increased** 3.5 percent in total students and 7.9 percent in full-time equivalency for the fall semester, with growth of 1.5 percent in total students and 8.59 percent in full-time equivalency for the spring term.

Eight graduates earning associate degrees in GCCC's 90<sup>th</sup> commencement began their college studies in the Transitions to Post Secondary Education Program at the **Adult Learning Center**.

Five Garden City High School students in GCCC's **Educational Talent Search Program** earned Best of Contest honors in the University of Washington ThinkQuest national website competition, including Omar Chavez, Noe Garcia, Rene Hernandez, Ivan Moya and Juan Reyes.

**The Erdene Corley Simulation Lab** was dedicated at the Penka Building, expanding health career training opportunities through a \$500,000 gift from the Erdene Corley Trust.

Graduates of the **Practical Nursing Program** earned a 100 percent passing rate on Kansas State Board of Nursing license examinations, while Registered Nursing Program graduates earned a 90 percent rate.

The National Institute for Automotive Service Excellence awarded certification to the **Automotive Technology Program** after an evaluation of instruction, facilities and equipment.

Nearly 460 students from 19 high schools converged for **Exploration Day**, offering hands-on experience in over two-dozen career fields.

The **Academic Excellence Challenge Team** completed the season as the only undefeated squad in Kansas, with David Cobb earning top individual honors in the final tournament.

Students from middle and high schools in eight towns competed in the 2010 Regional **Science Olympiad** on campus, with top contenders qualifying for state finals.

Dozens of community and campus volunteers took turns reading aloud in the Third Annual GCCC **African-American Read-In**, sponsored by the Black Student Union and English Department.

In an annual day of service, paramedic students in the **EMST Program** provided over 125 electrocardiograms, giving advance warnings of impending heart attacks to two people.

The Adult Learning Center opened a GED computer lab at the **Finney County Jail** to help inmates earn Kansas high school diplomas in partnership with the Finney County Sheriff's Office, Southwest Kansas Regional Prevention Center and Catholic Social Services.

Nearly 200 middle and high school students participated in the 2010 Southwest **Kansas Student Leadership Academy**, conducted on campus by the 38-district Southwest Plains Regional Service Center.

Erik Mattingly, pitcher and outfielder for the **Broncbuster Baseball Team**, was named to the 2010 NJCAA All America Team.

GCCC bull rider Jeston Mead took 10<sup>th</sup> place in the **College National Finals Rodeo** after earning first in the Central Plains Region of the National Intercollegiate Rodeo Association.

GCCC **basketball player** Marisela Rodriguez became freshman of the year for the Kansas Jayhawk Community College Conference Western Division.

The GCCC **Cross Country Team** earned the Region VI championship and took third in NJCAA Nationals.

## **LEADING AND COMMUNICATING**

Over 1,400 attended GCCC's **90<sup>th</sup> anniversary celebration**, participating in rides, games, contests, live entertainment, a barbecue, history and art displays, demonstrations and booths, capped by birthday cake, placement of a time capsule and a proclamation from the governor.

The GCCC **Meats Team** completed the season as reserve national champions, taking first or second in all six judging events and beating every other community college.

Kansas Small Business Development Center network officials credited GCCC for significant help in revival of the **Greensburg community**, devastated three years ago by an F5 tornado.

Major upgrades were made in the first phase of a renovation effort at the **Warren Fouse Science and Math Building**, including lab improvements to enhance science and health care learning, entrance air locks, lighting and ventilation modernization.



Alaura Sharp, first-year **women's basketball head coach**, was named Western Division Coach of the Year in the Kansas Jayhawk Community College Conference.

A total of 78 students and employees stepped up to help save lives in the annual American Red Cross **Campus Blood Drive**, with 28 students becoming first-time blood donors.

J. Patrick Johnson, safety authority who helped reshape federal refrigeration industry standards, gave Kansas firefighters, paramedics, agriculture and emergency response leaders a key safety presentation hosted by the GCCC **Industrial Ammonia Refrigeration Program**.

GCCC's **music concerts** included a performance of "American Eulogy for Columbine," dedicated to the lives lost 10 years ago in the Columbine High School shootings, with Columbine Director William Biskup as guest conductor. Another concert featured the debut of a new composition, "Dreaming," by Garden City High School viola performer Madeline Christner.

GCCC and the City of Garden City hosted the community's 2010 **Martin Luther King Day** observance, featuring Jane Elliot, creator of the nationally recognized social learning exercise, Blue Eyes/Brown Eyes.

GCCC and the Finney County Economic Development Corporation hosted the Southwest Kansas **Economic Outlook Conference**, addressing development, business opportunities, housing, taxes and legislation.

Jazz composer Mark Taylor, past Stan Kenton Orchestra and U.S. Army Band composer, took the stage in the 2010 **Garden City Jazz Festival** at GCCC, co-sponsored by the Garden City Telegram, leading a local big band in a series of original selections.

Over 100 volunteers and 1,000 participants came together for the 32<sup>nd</sup> Annual GCCC **Endowment Association Scholarship Auction**, raising over \$167,000 under the theme, "Who's Your Caddy?"

Over 100 Dodge and Garden City singers blended voices in two performances of **Handel's "Messiah"** the weekend before Easter in Garden City and at the historic Immaculate Heart of Mary Catholic Church in Windthorst, led by Clay Wright, vocal music director.

*Breakaway*, student-published **GCCC magazine**, earned the best-of-show All-Kansas award in annual Kansas Associated Collegiate Press competition, with copy editor Melissa Conway named Collegiate Journalist of the Year. *Silhouette*, the campus newspaper, earned a bronze medal.

The third annual Ride for the Future, conducted by the GCCC **Department of Public Safety**, raised over \$4,000 for scholarships, while providing networking opportunities for citizens and emergency responders from over a dozen Southwest Kansas towns.

## **PLANNING CONTINUOUS IMPROVEMENT**

The Higher Learning Commission of the North Central Association of Colleges and Schools extended **GCCC's accreditation** through 2016-2017. GCCC, an Academic Quality Improvement Program participant, has been continuously accredited since 1975.

The Kansas State Board of Nursing granted continuous approval for five years, the longest period available, to the **Practical Nursing Program**.

Over 40 volunteers completed a one-day makeover at the Campus **Child Care Center**, spurred by a \$1,000 Community Learning Through America's Schools Program grant through the GCCC Kansas National Education Association chapter. With volunteers from the GCCC Leadership Class, students completed painting, renovations and upgrades, with leadership participants donating \$1,500 in personal funds.

## **STUDENT PROFILE**

*Insert demographic charts indicating:*

**White/Anglo 57.6%**

**Minority/Non-reported 42.4%**

**Full-time students 49.1%**

**Part-time students 50.9%**

**Finney County 60.3%**

**Other Kansas Counties 29.2%**

**Out of state/International 10.5%**

**Female 54.4%**

**Male 45.6%**

**7-County Service Area 72%**

**Other areas 28%**

**Age 26+ 28.3%**

**Age 25- 71.7%**

## **FINANCIAL PICTURE**

*Insert financial charts:*

- *Expenditure totals and percentages*
- *Revenue totals and percentages*

## **LONG RANGE PLANS**

- Strengthen partnerships  
to serve and attract more learners
- Develop facilities  
to meet career learning needs
- Place recruiting emphasis  
on students and their families
- Accomplish deferred maintenance  
of GCCC facilities
- Build stronger bonds  
with other governing bodies

**GCCC Trustees**

Garden City Community College is governed by an elected board of six Finney County citizens, who employ a policy governance system in which trustees set guidelines and parameters, and the college president takes responsibility for managing and achieving objectives.

GCCC was led from July 1, 2000 through June 30, 2010 by Carol E. Ballantyne, Ph.D., president. The college is presently in transition to a new chief executive officer.

### **GCCC Board of Trustees**

- Della Brandenburger, 2009-10 chair
- Dr. Bill Clifford
- Marilyn Douglass, ARNP
- Ron Schwartz
- Steve Sterling
- Terri Worf, ARNP

### **Public input**

The GCCC Board of Trustees represents the people of Finney County. The board welcomes views, opinions and suggestions from the public. Calls, correspondence and attendance at monthly meetings are welcome. The board also maintains a dedicated e-mail address for public input:

[trustees@gcccks.edu](mailto:trustees@gcccks.edu)

LOGO

### **Garden City Community College**

801 Campus Drive, Garden City, KS 67846

620-276-7611 1-800-658-1696 [www.gcccks.edu](http://www.gcccks.edu)

### **(QUOTES for use in margin areas):**

*“We are very fortunate to have the caliber of instructors we do. Each has his or her own special way of getting us to broaden what we know and to learn new ways.”*

**Lisa Chester, 2010 graduation speaker**

*“The quality and value of the education and services provided by GCCC have become significant factors...in developing essential skills, advancing toward degrees, preparing for career success and enriching lives through participation and learning.”*

**Governor Mark Parkinson**

**in a proclamation noting GCCC’s 90<sup>th</sup> anniversary**

*“From an early age my parents instilled in me the importance of going to a college or university. I knew growing up that by coming to this country, and then attending GCCC, I had been given opportunities my parents did not have.”*

**Johanna Diaz, member of the 2010 Phi Theta Kappa All-Kansas Academic Team**

*“GCCC is the go-to institution for all the educational needs in the community. They cover a wide gamut of educational needs – vocational, educational and workforce training.”*

**Paul Joseph, President, Garden City Area Chamber of Commerce**

*“GCCC is the core of this town. It not only boosts the population, but unifies individuals for a common purpose.”*

**Kashley Schweer, 2010 Ambassador Scholar**

*“I’m proud to have been able to serve, and I know that my experience at GCCC will be with me all of my life.”*

**Regina Aguiniga, 2009-2010 GCCC Student Government Association president**

*“GCCC is a jewel for Garden City and Southwest Kansas. Both my children benefited from the excellent education they received here, and it prepared them well for Kansas State and Wichita State Universities.”*

**Steve Barrett, 2010 inductee into the GCCC Athletic Hall of Fame**



**U.S. Department of Education  
Washington, D.C. 20202**

**GRANT AWARD NOTIFICATION**

| <b>1</b> RECIPIENT NAME:<br><br>Garden City Community College<br>801 Campus Drive<br>Garden City, KS 67846   | <b>5</b> AWARD INFORMATION<br><br>PR/AWARD NUMBER P044A070443-10<br>ACTION NUMBER 07<br>ACTION TYPE Administrative<br>AWARD TYPE Discretionary   |                        |                        |                 |                  |                    |   |
|--|--|------------------------|------------------------|-----------------|------------------|--------------------|---|
| <b>2</b> PROJECT TITLE<br>84.044A<br>TALENT SEARCH PROGRAM   | <b>6</b> AWARD PERIODS<br><br>BUDGET PERIOD 09/01/2010 - 08/31/2011<br>PERFORMANCE PERIOD 09/01/2007 - 08/31/2011  |                        |                        |                 |                  |                    |   |
| <b>3</b> PROJECT STAFF<br><br>RECIPIENT PROJECT DIRECTOR<br>Deborah Berkley                      (620) 275 - 3231<br>EDUCATION PROGRAM CONTACT<br>Tameika Holly<br>EDUCATION PAYMENT CONTACT<br>GAPS PAYEE HOTLINE      (888) 336 - 8930                     | <b>7</b> AUTHORIZED FUNDING<br><br><table border="0"> <tr> <td>THIS ACTION</td> <td align="right">N/A</td> </tr> <tr> <td>BUDGET PERIOD</td> <td align="right">\$238,134.00</td> </tr> <tr> <td>PERFORMANCE PERIOD</td> <td align="right">\$952,536.00</td> </tr> </table> | THIS ACTION            | N/A                    | BUDGET PERIOD   | \$238,134.00     | PERFORMANCE PERIOD | \$952,536.00  |
| THIS ACTION  | N/A  |                        |                        |                 |                  |                    |   |
| BUDGET PERIOD  | \$238,134.00   |                        |                        |                 |                  |                    |   |
| PERFORMANCE PERIOD   | \$952,536.00   |                        |                        |                 |                  |                    |   |
| <b>4</b> KEY PERSONNEL<br><br><table border="0"> <thead> <tr> <th><u>NAME</u></th> <th><u>TITLE</u></th> <th><u>LEVEL OF EFFORT</u></th> </tr> </thead> <tbody> <tr> <td>Deborah Berkley</td> <td>Project Director</td> <td>50%</td> </tr> </tbody> </table> | <u>NAME</u>  | <u>TITLE</u>           | <u>LEVEL OF EFFORT</u> | Deborah Berkley | Project Director | 50%                | <b>8</b> ADMINISTRATIVE INFORMATION<br><br>DUNS/SSN 073302622<br>REGULATIONS CFR PART 643<br>EDGAR AS APPLICABLE<br><br>ATTACHMENTS N/A |
| <u>NAME</u>  | <u>TITLE</u>   | <u>LEVEL OF EFFORT</u> |                        |                 |                  |                    |   |
| Deborah Berkley  | Project Director   | 50%                    |                        |                 |                  |                    |   |
| <b>9</b> LEGISLATIVE AND FISCAL DATA<br><br>AUTHORITY: PL 102-325 HIGHER EDUCATION ACT OF 1965 P.L. 102-325, AMENDED<br>PROGRAM TITLE: TRIO - TALENT SEARCH<br><br>CFDA/SUBPROGRAM NO: 84.044A   |  |                        |                        |                 |                  |                    |   |