



# 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)

February 2, 2011

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, February 9 2011**. The meeting will be held in **the Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:15 PM                                      Go through regular cafeteria line for dinner  
5:45 PM                                      Regular Board Meeting called to order in the Endowment Room

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## AGENDA

### **CALL TO ORDER:**

- A. Comments from the Chair
- B. Report from Student Government Association
- C. Report from Faculty Senate (memo)
- D. Open comments from the public

### **CONSENT AGENDA:**

- A. Approval of minutes of previous meetings (January 12, 2011, January 25, 2011, January 27, 2011, February 1, 2011)
- 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. Checks processed in excess of \$10,000
- D. Approval of personnel actions-Human Resources
  - D-1 Adjunct/Outreach Contracts
- E. Presidential Memo - Fees
  - E-1 Approval of tuition and fees for 2011-2012
  - E-2 Approval of room and board fees for 2011-2012
  - E-3 Approval of child care center fees for 2011-2012
  - E-4 Approval of ABE and GED fees for 2011-2012 (supporting document)
  - E-5 Approval of course fees for 2011-2012 (supporting document)
  - E-6 Approval of facility usage fees for 2011-2012
- F. Permission to proceed with new classroom facility at East Garden Village (memo, plans, bid)
- G. Approval of contract with Lewis, Hooper & Dick, auditor (memo, contract)
- H. Approval of initiation of phase III Academic Building remodel (memo)

### **POLICY REVIEW:**

- A. Monitoring Reports and ENDS

*Board of Trustees Agenda February 9, 2011 (page 2)*

A-1 Monitoring Report – Quarterly - #9 #10

Annual – all

A-2 Review Monitoring Report- Annual #'s 1-4, #6, #7

B. Ownership Linkage

B-1 Thank you Gage County Historical Society

C. Board Process and Policy Governance Review

**OTHER:**

A. Mil Levy Abstract

**REPORTS:**

A. President's Report

A-1 Incidental Information

A-2 GCCC Bistro (memo)

**Upcoming calendar dates:**

Feb 16-17 KACCT/COP/PTK meetings in Topeka

Feb. 13-17 ACCT National Legislative Summit in Washington D.C. Ron Schwartz attending

Feb 21 President's Day – NO CLASSES – OFFICES CLOSED

Mar. 9 Regular monthly meeting Endowment Room – dinner 5:00 PM; call to order at 5:45 PM

Mar. 14-18 Spring break – NO CLASSES – OFFICES OPEN

April 1 Annual Endowment Association Auction

April 13 Regular monthly meeting Endowment Room – dinner 5:00 PM; call to order at 5:45 PM

April 22 Easter Break – NO CLASSES – OFFICES CLOSED

May 14 Commencement: 10 AM

May 16-18 Final Exams

May 30 Memorial Day - NO CLASSES – OFFICES CLOSED

July 4 Independence Day holiday – NO CLASSES – OFFICES CLOSED

**Executive Session**

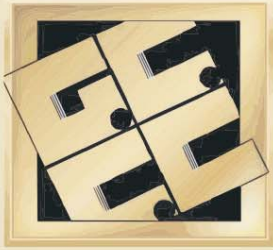
**Adjournment**

Sincerely,

William S. Clifford MD, Chair

Joseph W. Emmons Ed.D. Interim Secretary

*Mission: Garden City Community College exists to produce positive contributors to the economic and social well-being of society.  
Five Ends: Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, Work Force Development.*



## **Garden City Community College Faculty Senate**

**801 Campus Drive  
Garden City, KS 67846**

**2010-2011**

Linda Morgan, President  
Renee Harbin, Vice-President  
Shelley Meier, Secretary  
Katharyn Burgardt, Senator  
Pati Pfenninger, Senator  
Clay Wright, Senator  
John Schafer, Ex-Officio  
Samantha Scott, Alternate  
Alan Payne, Alternate

### **Faculty Senate Report February 9, 2011**

#### **Faculty Senate Program Spotlight: Accounting**

Presented by Deb Robinson

#### **Faculty Senate Current Projects**

- Met with SGA to review and discuss the SGA's Tobacco Free Campus Proposal. Suggestions included surveying a broader section of students on campus and faculty and staff. The TCL will be assisting with the survey for campus personnel. SGA members were congratulated on their work on the project. No formal action taken at this time.
- Hosting the faculty forums for the presidential candidates.
- Completing final stages of implementation for the Faculty Web Page
- Completing the Faculty Senate and TLC college plan for 2011-2012

**MEETING OF TRUSTEES  
OF  
THE GARDEN CITY COMMUNITY COLLEGE  
January 12, 2011**

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

Others Present: Debra Atkinson, Deputy Clerk  
Kevin Brungardt, Dean of Academics  
Charles Claar, Lewis, Hooper & Dick  
Jerome Curry, *Garden City Telegram*  
Theresa Dasenbrock, Lewis, Hooper & Dick  
Joseph Emmons, Interim President  
Kent Kolbeck, John Deere Tech Instructor  
Deanna Mann, Dean of Institutional Effectiveness & Enrollment Services  
Linda Morgan, Department of Public Safety Instructor/Director, Faculty Senate President  
Cathy McKinley, Dean of Continuing Education & Community Services  
Ashley Nielsen, President, Student Government Association  
Larry Pander, Fire Science Instructor  
Synthia Preston, *Silhouette*  
Jeffery Southern, Director of IT  
Steve Quakenbush, Director of Information Services and Publications  
Ryan Ruda, Dean of Student Services  
Cricket Turley, Director of Human Resources  
Dee Wigner, Executive Dean of Administrative Services  
Randy Williams, Garden City resident

**CALL TO ORDER:**

Chair Clifford called the meeting to order at 5:50 PM.

**COMMENTS FROM THE CHAIR:**

Chair Clifford welcomed all in attendance and wished everyone Happy New Year.

Clifford noted that the last six months have been successful, and that a great deal has been accomplished during this time of transition. Clifford also expressed thanks to faculty and staff.

- The Holiday Reception, conducted December 16, 2010 was well attended. Enjoyed hosting that event on campus.
- Trustee Brandenburger, Worf and Chair Clifford took part in the January 11, 2011 GCCC faculty/staff in-service. Chair Clifford state that it was the best in-service he has ever attended, citing a great exchange of information, a great opportunity to interact and a very productive day.
- Spring classes began today, January 12, 2011.

**REPORT FROM STUDENT GOVERNMENT ASSOCIATION:**

SGA President Ashley Nielsen reported that SGA conducted its first executive meeting for the spring semester today. Nielsen noted that there was a lot of interest regarding joining SGA. Nielsen reported on the following past and future events:

Past Events:

- December 8, 2010 Garrett Love, new Kansas Senator gave a presentation in the lecture Hall of the Math and Science Building.

Future Events:

- January 20, 2011 SGA will host BowlMania.

- January 27, 2011 Dodge Ball at 7 PM in Dennis Perryman Athletic Complex.
- Moving forward with research on Tobacco Free Campus proposal. Chair Clifford encouraged Nielsen to set a deadline for completion and bring to the board.

Board members thanked Nielsen for her report.

## **REPORT FROM FACULTY SENATE:**

Linda Morgan, Department of Public Safety Instructor/Director and Faculty Senate President, expressed appreciation for trustee participation in the January 12 in-service. Morgan added that faculty appreciated the opportunity given to them to talk to board members.

Workshops were conducted during the in-service for all faculty members and will be expanded in the future.

Faculty were given the option of attending break-out sessions that dealt with Classroom Management: Motivating Students and Intervening with At-Risk Students; Recruiting Students; Retaining Students, Using Technology in the classroom; and Understanding the Curriculum Committee Process and FLC. Morgan told trustees that brainstorming and conferring sessions generated many possible solutions and ideas to address challenges. These have been compiled and copies sent to members of cabinet. Morgan said the notes would be posted on the Faculty Senate website, and that sessions would be scheduled through the Teaching and Learning Center to keep the dialog moving.

### Program Report:

John Deere/Wind Program

Kent Kolbeck

Kolbeck, John Deere Tech Instructor, told trustees that GCCC's John Deere class was conducted in 1991 and this year, 2011, the 21<sup>st</sup> class has just begun. He added that:

- Enrollment in these classes is tied to the economy and has gone up and down. However over the past several years the program has been over full.
- GCCC has been very fortunate to walk in partnership with the John Deere Company.
- Five year completion rate is 79%, GCCC goal is 80%.
- Program is facing challenges. John Deere has asked GCCC to increase student class limit an additional 10 students. Because of limited shop and classroom space, increasing class size is a challenge.
- Additional challenges include finding the right students to fill the program, and getting the right equipment at the right time.

An opportunity to train for BTI Wind Energy resulted through GCCC's relationship with a leading John Deere dealer. Kolbeck told trustees that Cathy McKinley, Dean of Continuing Education & Community Services is working with Endurance Wind Power to provide three training sessions at GCCC this year.

## **REPORT FROM CHARLES CLaar, LEWIS, HOOPER & DICK, RE: 2009-2010 AUDIT:**

Trustees had previously received copies of the 2009-2010 audit report. Claar walked through the audit report and highlighted key areas:

- Unqualified Auditors Report indicated there were no significant findings or questioned costs on federal funds and programs.
- No material statutory violations were noted.
- Total assets of all College funds is \$34,542,811
- Total revenue in all College funds
 

Operating:	\$8,217,081
Non Operating:	\$13,048,666

The audit also noted that GCCC had reduced total debt over the past year by approximately \$1.5 million, and maintained strong consistency in proportions of revenues and expenditures.

Claar shared charts showing that 63 percent of GCCC's revenues come from Finney County property taxes, with 16 percent from state funds, 17 percent from student tuition and fees, and four percent from smaller,

miscellaneous sources.

In expenditures, GCCC invested 46 percent in the combined categories of instruction and academic support, 17 percent in student services, 16 percent in operation and maintenance and 14 percent in institutional support. The balance included two percent in scholarships, one percent in community services and four percent in net transfers.

The report also showed that GCCC had used reserve monies to fund the 2010-2011 budget, which included extensive cuts as well.

Chair Clifford congratulated the college staff on the fiscal operations and controls that led to the audit report. Trustee Brandenburger noted that throughout the presentation Claar used possessive language, indicating to trustees a genuine concern about GCCC.

#### **OPEN COMMENTS FROM PUBLIC:**

Chair Clifford noted that no one had registered to make comments.

#### **CONSENT AGENDA**

Chair Clifford asked if Trustees wished to pull any items from the consent agenda for discussion; no one did. Chair Clifford then asked for a motion approving consent agenda items A - E.

#### ***Motion:***

***Douglas, moved, seconded by Sterling, that the Consent Agenda items A-E be approved as presented.***

#### ***Motion carried 6-0***

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (December 8, 2010).

(Supporting documents filed with official minutes.)

**(B) APPROVED SUBMITTED FINANCIAL INFORMATION TO THE AUDITOR**

(Supporting documents filed with official minutes.)

**(C) APPROVED CHECKS PROCESSED IN EXCESS OF \$10,000**

**(D) APPROVED PERSONNEL ACTIONS/CONTRACTS**, as presented

(Supporting documents filed with official minutes.)

**(E) ACCEPTANCE OF 2009-2010 AUDIT**, as presented.

(Supporting documents filed with official minutes.)

#### **POLICY REVIEW:**

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

Trustees indicated that they had received and reviewed quarterly monitoring report (#2, #3, #5) and annual monitoring report (#'s 1-4, #6, #7).

Chair Clifford asked for a motion affirming that the quarterly and annual monitoring reports had been read and provide a reasonable interpretation of the policy and evidence of compliance and reasonable interpretation.

#### ***Motion:***

***Brandenburger, moved, seconded by Worf, to accept the semi-annual monitoring report as presented.***

#### ***Motion carried 6-0.***

(Supporting documents filed with official minutes.)

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

Review of Semi-Annual report # 1, # 2, # 3 Financial Condition, generated concern from trustee Douglass about whether the direction GCCC board was giving to the CEO is explicit enough. After much discussion trustees agreed to table the concern and resume consideration of the matter at a later date.

## **OWNERSHIP LINKAGE**

Several pieces of correspondence were received from owners, including a letter of thanks for a gift in memory of Barb Larson's mother, and a thank you letter from Joy Schoor for improved lighting in the central campus mall. (Supporting documents filed with official minutes.)

## **OTHER:**

### **Resolution 2011-01:**

Resolution 2011-01 authorizes Debra S. Nicholson, GCCC Comptroller, to effect securities transactions; to give instructions required to buy, sell or otherwise deal in securities; to receive, withdraw and dispose of money, securities and property of every kind; to inquire or receive communications; to enter into any agreements relating to or dealing in securities and to execute any documents relating to the foregoing matters.

### ***Motion:***

***Worf, moved, seconded by Douglass to accept resolution 2011-01 as presented.***

### ***Motion carried 6-0.***

(Supporting documents filed with official minutes.)

### **Presidential Search:**

Emmons told trustees that members of the presidential selection committee met January 7, 2011 and selected nine names out of the 30 applications received. Trustees will be given selection committee recommendations later in this meeting.

## **REPORTS:**

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

### President's Report:

#### **Incidental Information:**

Recent campus events and developments, challenges and possible solutions are attached as part of these minutes.

#### **Highlights:**

Emmons told trustees that Garrett Love, previously elected state representative, has been appointed to replace Tim Huleskamp and become Kansas Senator, with Ronald Ryckman taking Love's place in the Kansas House of Representatives. Senator Huelskamp's seat was vacated by his election to the U.S. House of Representatives.

Emmons also told trustees that a new phase of renovations to the west hall in the Academic Building would begin soon and include work on ceilings, handicapped accessibility needs and other upgrades, funded in part by \$150,000 in federal stimulus program dollars

Emmons noted that new equipment purchased with Oliver and Hazel Shriver Trust donations has been received. The IT department began work over the Christmas break installing equipment that will enhance and upgrade GCCC digital infrastructure, in addition to replacing computers in lab and faculty and staff offices.

Trustees were told that a simple dishwasher replacement and drain system upgrade over Christmas break revealed major issues regarding wiring and drainage. Temporary fixes have been made, with a major reworking scheduled for summer.

Trustees were told that Kansas Association of Community College Trustees and Council of Presidents were working with Kansas State Board of Regents to clarify Community College legislative funding requests, including the formula for of distribution of funds.

### Campus Climate Survey:

Emmons distributed to members of the board a draft copy of an employee survey questionnaire that will focus on campus communication, trust, transparency, openness and perceptions of employee value, based on the board's objectives identified at the December 2010 meeting, and asked for their individual input.

### Summary of Policy Revisions and Adoptions in 2010:

In previous years it has been the practice for the Board to receive a report each January on changes in Administrative Policies and or Procedures that had occurred during the previous calendar year. In addition, such changes are regularly brought to the Board as they are adopted. Changes for 2010 have been included as part of the electronic board packet.

(Supporting documents filed with official minutes.)

Changes will be instituted to enhance the electronic accessibility of the material, improve the consistency of reporting, and better fit the actual working calendar of the college, aligning the process with the fiscal year. Over the next several weeks, staff will be reformatting policies to fit a new template, making them more accessible on the College website. Once this process is completed, the Board will be presented with the policy/procedure changes at July meetings, corresponding with the beginning of the fiscal year.

### **Report on Finney County Economic Development Corporation:**

- Annual meeting conducted today, January 12, 2011.
- Because of limited time, trustee Schwartz distributed information packets that included material that received at the annual meeting.
- Chair Clifford requested that trustees bring information packets to the next scheduled board meeting so that the information could be reviewed thoroughly.

### **EXECUTIVE SESSION:**

#### ***Motion:***

***Schwartz moved, seconded by Worf, that the board recess at 7:50 PM for a short break and reconvene into a 90 minute executive session at 8:00 PM for the purpose of discussing non-elected personnel. No action will be taken.***

***Motion carried 6-0.***

### **UPCOMING CALANDAR EVENTS:**

<u>Feb 16-17</u>	KACCT/COP/PTK meetings in Topeka
<u>Feb. 13-18</u>	ACCT National Legislative Summit in Washington D.C.
<u>Feb 21</u>	President's Day – NO CLASSES – OFFICES CLOSED
<u>Mar. 9</u>	Regular monthly meeting Endowment Room – dinner 5:00 PM; call to order at 5:45 PM
<u>Mar. 14-18</u>	Spring break – NO CLASSES – OFFICES OPEN
<u>April 1</u>	Annual Endowment Association Auction
<u>April 13</u>	Regular monthly meeting Endowment Room – dinner 5:00 PM; call to order at 5:45 PM
<u>April 22</u>	Easter Break – NO CLASSES – OFFICES CLOSED
<u>May 14</u>	Commencement: 10 AM
<u>May 16-18</u>	Final Exams
<u>May 30</u>	Memorial Day - NO CLASSES – OFFICES CLOSED
<u>July 4</u>	Independence Day holiday – NO CLASSES – OFFICES CLOSED

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Debra J. Atkinson  
Deputy Clerk

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Joseph W. Emmons, Ed.D.  
Secretary

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William S. Clifford MD  
Chair of the Board



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

**Tuesday, January 25, 2011**

Trustees Present:

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

Others Present:

Dr. Richard Underbakke

The Board of Trustees met in special session at 5:30 p.m. on January 25, 2011, in the Broncbuster room of Beth Tedrow Student Center.

Chair Clifford called the meeting to order at 5:30 p.m.

*The Board recessed into executive session at 5:35 p.m. for the purpose of discussing non-elected personnel.*

*Motion passed unanimously.*

*Included:*

*Board members and Dr. Richard Underbakke.*

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

*Motion passed unanimously.*

Meeting adjourned at 7:00 p.m.

Social function with Dr. Richard Underbakke and spouse at Southwind Country Club followed adjournment. No official business conducted or binding action taken.

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Joseph W. Emmons, Ed.D.  
Secretary

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William S. Clifford MD  
Chair of the Board

Public and media notification through publication in Garden City Telegram and broadcast on news radio station KIUL in addition to several Western Kansas Broadcast center stations including KBUF, Q97, KSKZ and KSKL.

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

**Thursday, January 27, 2011**

Trustees Present:

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

Others Present:

Dr. Marnie Fischer

The Board of Trustees met in special session at 5:30 p.m. on January 27, 2011, in the Broncbuster room of Beth Tedrow Student Center.

Chair Clifford called the meeting to order at 5:30 p.m.

*The Board recessed into executive session at 5:35 p.m. for the purpose of discussing non-elected personnel.*

*Motion passed unanimously.*

*Included:*

*Board members and Dr. Marnie Fischer.*

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

*Motion passed unanimously.*

Meeting adjourned at 7:00 p.m.

Social function with Dr. Marnie Fischer and spouse at Southwind Country Club followed adjournment. No official business conducted or binding action taken.

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Joseph W. Emmons, Ed.D.  
Secretary

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William S. Clifford MD  
Chair of the Board

Public and media notification through publication in Garden City Telegram and broadcast on news radio station KIUL in addition to several Western Kansas Broadcast center stations including KBUF, Q97, KSKZ and KSKL.

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

**Tuesday, February 1, 2011**

Trustees Present:

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

Others Present:

Dr. Daniel A. Bain

The Board of Trustees met in special session at 5:30 p.m. on February 1, 2011, in the Broncbuster room of Beth Tedrow Student Center.

Chair Clifford called the meeting to order at 5:30 p.m.

*The Board recessed into executive session at 5:35 p.m. for the purpose of discussing non-elected personnel.*

*Motion passed unanimously.*

*Included:*

*Board members and Dr. Daniel A. Bain.*

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

*Motion passed unanimously.*

Meeting adjourned at 7:00 p.m.

Social function with Dr. Daniel A. Bain at Southwind Country Club followed adjournment. No official business conducted or binding action taken.

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Joseph W. Emmons, Ed.D.  
Secretary

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William S. Clifford MD  
Chair of the Board

Public and media notification through publication in Garden City Telegram and broadcast on news radio station KIUL in addition to several Western Kansas Broadcast center stations including KBUF, Q97, KSKZ and KSKL.

Fiscal Year: 2011

BUDGET.OFFICER: Unassigned

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
11-00-0000-00000-4001 TUITION IN STATE :	0.00	0.00	1,454,776.00-	1,692,900.00-	238,124.00-	14.07
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	0.00	217,560.00-	310,000.00-	92,440.00-	29.82
11-00-0000-00000-4003 AUTOMATION ELECT C	0.00	0.00	27,550.00-	20,000.00-	7,550.00-	37.74-
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	0.00	335,270.00-	440,000.00-	104,730.00-	23.80
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	0.00	136,892.00-	150,000.00-	13,108.00-	8.74
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	0.00	53,426.00-	70,000.00-	16,574.00-	23.68
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	0.00	215,088.00-	230,000.00-	14,912.00-	6.48
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	0.00	18,852.00-	27,500.00-	8,648.00-	31.45
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	0.00	5,041.58-	45,000.00	50,041.58	111.20
11-00-0000-00000-4102 PRIVATE GIFTS/GRAN	0.00	0.00	0.00	18,000.00-	18,000.00-	100.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	0.00	6,080.00-	10,000.00-	3,920.00-	39.20
11-00-0000-00000-4512 VENDING MACHINES :	0.00	0.00	4,458.57-	12,000.00-	7,541.43-	62.85
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	2,559,826.00-	2,559,826.00-	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	4,900,929.20-	8,210,501.00-	3,309,571.80-	40.31
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	481,474.09-	690,365.00-	208,890.91-	30.26
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	7,512.66-	9,972.00-	2,459.34-	24.66
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	168,184.73-	178,540.00-	10,355.27-	5.80
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	8,915.31-	71,814.00-	62,898.69-	87.59
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	17,019.63-	20,278.00-	3,258.37-	16.07
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	134,547.34-	250,000.00-	115,452.66-	46.18
11-00-0000-00000-4902 INTEREST INCOME :	0.00	0.00	14,298.97-	100,000.00-	85,701.03-	85.70
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	69,814.88-	90,000.00-	20,185.12-	22.43
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	0.00	25,012.39-	25,000.00-	12.39	0.04-
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	0.00	9,653.42-	15,000.00-	5,346.58-	35.64
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	622,537.00-	622,537.00-	100.00
=====						
Totals for BUDGET.OFFICER: Unassigned	0.00	0.00	10,872,182.77-	15,779,233.00-	4,907,050.23-	31.10

Fiscal Year: 2011

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	39,700.00-	347,055.00-	307,355.00-	88.56
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	276,285.59-	462,488.00-	186,202.41-	40.26
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	26,005.77-	43,602.00-	17,596.23-	40.36
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	405.78-	630.00-	224.22-	35.59
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	9,284.35-	5,274.00-	4,010.35	76.03-
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	500.55-	4,536.00-	4,035.45-	88.96
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	923.50-	1,281.00-	357.50-	27.91
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	7,472.94-	8,348.00-	875.06-	10.48
61-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	0.00	128.00-	0.00	128.00	0.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	360,706.48-	873,214.00-	512,507.52-	58.69

Fiscal Year: 2011

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	2,571.70	2,571.70	100.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	0.00	64,522.99	149,699.00	85,176.01	56.90
DEPARTMENT: 11020 - HUMANITIES	64.97	0.00	17,081.79	31,656.00	14,509.24	45.83
DEPARTMENT: 11021 - ENGLISH	0.00	0.00	191,909.30	373,907.00	181,997.70	48.67
DEPARTMENT: 11022 - SPEECH	0.00	0.00	25,036.73	72,717.00	47,680.27	65.57
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	1,517.88	0.00	1,517.88-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	1,760.82	2,692.00	931.18	34.59
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	34,151.46	66,370.00	32,218.54	48.54
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	420.49	9,882.00	9,461.51	95.74
DEPARTMENT: 11030 - ART	0.00	0.00	78,245.06	151,772.00	73,526.94	48.45
DEPARTMENT: 11031 - DRAMA	0.00	0.00	36,461.22	67,920.00	31,458.78	46.32
DEPARTMENT: 11032 - VOCAL MUSIC	797.30	0.00	43,611.27	77,901.00	33,492.43	42.99
DEPARTMENT: 11033 - INST MUSIC	1,981.39	0.00	72,890.12	157,424.00	82,552.49	52.44
DEPARTMENT: 11040 - SCIENCE	1,338.45	0.00	224,277.31	460,471.40	234,855.64	51.00
DEPARTMENT: 11050 - MATH	0.00	0.00	150,399.46	314,014.00	163,614.54	52.10
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	0.00	275,615.40	605,615.00	329,999.60	54.49
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	0.00	92,920.73	162,946.00	70,025.27	42.97
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	0.00	52,591.91	100,592.00	48,000.09	47.72
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	0.00	4,087.05	700.00	3,387.05-	483.85-
DEPARTMENT: 11081 - READING	0.00	0.00	36,730.81	81,204.00	44,473.19	54.77
DEPARTMENT: 11082 - ESL	2,550.00	0.00	35,997.73	70,533.00	31,985.27	45.35
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	0.00	17,511.00	20,765.00	3,254.00	15.67
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	1,048.00	5,000.00	3,952.00	79.04
DEPARTMENT: 11095 - FORENSICS COMPETIT	0.00	0.00	0.00	11,270.00	11,270.00	100.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	3,378.44	0.00	158,492.77	230,000.00	68,128.79	29.62
DEPARTMENT: 12011 - MID-MANAGEMENT	0.00	0.00	16,297.38	33,080.00	16,782.62	50.73
DEPARTMENT: 12012 - MCSE/CISCO	399.50	0.00	20,457.14	44,508.00	23,651.36	53.14
DEPARTMENT: 12013 - OFFICE EDUCATION	0.00	0.00	26,487.19	56,378.00	29,890.81	53.02
DEPARTMENT: 12014 - FINNUP LAB	399.50	0.00	8,417.57	10,601.00	1,783.93	16.83
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12200 - ADN PROGRAM	81.00	0.00	198,212.40	423,160.00	224,866.60	53.14
DEPARTMENT: 12201 - LPN PROGRAM	43.39	0.00	86,979.78	181,323.00	94,299.83	52.01
DEPARTMENT: 12202 - EMT	1,212.28	0.00	70,933.29	148,595.00	76,449.43	51.45
DEPARTMENT: 12203 - ALLIED HEALTH	323.57	0.00	109,892.46	199,725.00	89,508.97	44.82
DEPARTMENT: 12210 - AGRICULTURE	534.33	0.00	22,910.72	52,600.00	29,154.95	55.43
DEPARTMENT: 12211 - MEAT JUDGING	49.80	0.00	66,077.44	95,803.00	29,675.76	30.98
DEPARTMENT: 12220 - AG EQUIPMENT & MEC	998.11	0.00	103,609.24	186,680.00	82,072.65	43.96
DEPARTMENT: 12230 - AUTO MECHANICS	1,433.00	0.00	32,491.05	61,810.81	27,886.76	45.12
DEPARTMENT: 12240 - CRIMINAL JUSTICE	188.53	0.00	89,869.79	188,661.00	98,602.68	52.26
DEPARTMENT: 12241 - FIRE SCIENCE	344.80	0.00	37,853.63	72,827.00	34,628.57	47.55
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	1,076.50	1,887.00	810.50	42.95
DEPARTMENT: 12250 - COSMETOLOGY	0.00	0.00	61,538.03	121,821.00	60,282.97	49.48
DEPARTMENT: 12260 - DRAFTING	34.60	0.00	3,356.55	8,401.00	5,009.85	59.63
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	20,332.21	0.00	164,446.18	310,000.00	125,221.61	40.39
DEPARTMENT: 12271 - AUTOMATION ELECTRI	2,218.45	0.00	39,337.47	81,249.71	39,693.79	48.85
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	3,533.91	0.00	39,471.83	82,168.00	39,162.26	47.66
DEPARTMENT: 12273 - WELDING	1,192.00	0.00	85,523.56	165,529.00	78,813.44	47.61
DEPARTMENT: 12290 - FINNEY COUNTY LEAR	0.00	0.00	37,014.57	37,508.00	493.43	1.32
DEPARTMENT: 21100 - INSTITUTIONAL RESE	0.00	0.00	45,929.09	80,203.00	34,273.91	42.73
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	2,685.06	8,235.00	5,549.94	67.39
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	0.00	39,632.09	58,865.00	19,232.91	32.67

DEPARTMENT: 41000 - LIBRARY	1,942.78	0.00	97,283.74	176,980.00	77,753.48	43.93
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	0.00	39,326.68	94,229.00	54,902.32	58.26
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	25,716.11	0.00	25,716.11-	0.00
DEPARTMENT: 42001 - DEAN OF ACADEMICS	4,595.38	0.00	121,774.66	347,686.00	221,315.96	63.65
DEPARTMENT: 42002 - OUTREACH	145.00	0.00	45,928.57	82,505.00	36,431.43	44.16
DEPARTMENT: 42003 - FACULTY SENATE	0.00	0.00	2,405.15	29,455.00	27,049.85	91.83
DEPARTMENT: 42005 - DEAN OF TECHNICAL	95.37	0.00	104,591.37	204,168.76	99,482.02	48.73
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	0.00	63,541.56	125,882.00	62,340.44	49.52
DEPARTMENT: 42007 - BRYAN EDUCATION CE	0.00	0.00	7,730.91	4,442.00	3,288.91-	74.03-
DEPARTMENT: 43000 - TRANSITION	0.00	0.00	22,620.76	38,944.00	16,323.24	41.91
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	69,583.62	154,982.00	85,398.38	55.10
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	28,935.00	28,395.00	540.00-	1.89-
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	30,768.49	44,309.00	13,540.51	30.56
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	0.00	86,243.12	166,687.00	80,443.88	48.26
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	0.00	26,866.24	52,651.00	25,784.76	48.97
DEPARTMENT: 50020 - FINANCIAL AID OFFI	141.11	0.00	137,026.95	276,052.00	138,883.94	50.31
DEPARTMENT: 50030 - ADMISSIONS	43.95	0.00	104,878.37	197,034.00	92,111.68	46.75
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	25.00	0.00	79,869.76	140,144.00	60,249.24	42.99
DEPARTMENT: 50050 - STUDENT HEALTH SER	421.26	0.00	24,049.90	49,958.00	25,486.84	51.02
DEPARTMENT: 50100 - DEAN OF IE/ES	0.00	0.00	44,493.95	83,753.00	39,259.05	46.87
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	2,462.50	0.00	269,079.54	411,046.83	139,504.79	33.94
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	78,755.43	116,250.00	37,494.57	32.25
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	659.76	0.00	64,520.94	102,086.65	36,905.95	36.15
DEPARTMENT: 55003 - MEN'S TRACK	6.50	0.00	22,959.73	40,103.00	17,136.77	42.73
DEPARTMENT: 55004 - WOMEN'S TRACK	9.75	0.00	21,589.79	38,616.00	17,016.46	44.07
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	2,052.97	0.00	34,397.00	59,868.00	23,418.03	39.12
DEPARTMENT: 55006 - FOOTBALL	293.08	0.00	176,842.97	275,811.00	98,674.95	35.78
DEPARTMENT: 55007 - BASEBALL	224.95	0.00	63,905.41	108,451.00	44,320.64	40.87
DEPARTMENT: 55008 - VOLLEYBALL	186.25	0.00	30,158.64	53,227.00	22,882.11	42.99
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	37,163.91	50,442.48	13,278.57	26.32
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	37,944.93	56,468.04	18,523.11	32.80
DEPARTMENT: 55012 - CHEERLEADING	115.00	0.00	11,474.35	18,791.00	7,201.65	38.32
DEPARTMENT: 55014 - RODEO TEAM	5,133.57	0.00	65,659.45	114,730.00	43,936.98	38.30
DEPARTMENT: 55018 - INTRAMURALS & STUD	0.00	0.00	2,393.67	0.00	2,393.67-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	77,148.73	122,250.00	45,101.27	36.89
DEPARTMENT: 61000 - PRESIDENT	0.00	0.00	134,738.37	371,554.00	236,815.63	63.74
DEPARTMENT: 61001 - BOARD OF TRUSTEES	793.43	0.00	19,787.86	99,840.00	79,258.71	79.39
DEPARTMENT: 61005 - ATTORNEY	0.00	0.00	3,546.44	20,250.00	16,703.56	82.49
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	26,710.62	0.00	835,093.45	1,298,944.00	437,139.93	33.65
DEPARTMENT: 62010 - HUMAN RESOURCES	1,740.51	0.00	59,585.64	149,817.00	88,490.85	59.07
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	0.00	24,513.45	59,034.00	34,520.55	58.48
DEPARTMENT: 62012 - LEADERSHIP DEVELOP	70.00	0.00	740.79	1,935.00	1,124.21	58.10
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	52,071.90	52,071.90	100.00
DEPARTMENT: 63000 - INFORMATION SERVIC	15,580.85	0.00	132,695.50	229,335.00	81,058.65	35.35
DEPARTMENT: 64000 - INFORMATION TECHNO	1,797.99	0.00	374,642.47	623,912.00	247,471.54	39.66
DEPARTMENT: 65000 - CENTRAL SERVICES	3,336.05	0.00	79,235.46	142,229.00	59,657.49	41.94
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	0.00	0.00	52,233.95	109,479.00	57,245.05	52.29
DEPARTMENT: 71000 - BUILDINGS	35,135.64	0.00	198,012.68	353,750.72	120,602.40	34.09
DEPARTMENT: 71005 - SCOTT CITY BLDG MA	0.00	0.00	8,228.95	1,625.00	6,603.95-	406.39-
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	0.00	1,690.00	1,690.00	100.00
DEPARTMENT: 72000 - CUSTODIAL SERVICES	2,744.90	0.00	270,910.22	470,063.00	196,407.88	41.78
DEPARTMENT: 73000 - GROUNDS	5,207.85	0.00	75,133.96	192,003.00	111,661.19	58.16
DEPARTMENT: 73001 - ATHLETIC FIELDS	2,432.80	0.00	13,181.85	34,545.00	18,930.35	54.80
DEPARTMENT: 74000 - VEHICLES	10,073.33	0.00	98,170.83	213,224.00	104,979.84	49.23
DEPARTMENT: 75000 - CAMPUS SECURITY	1,002.04	0.00	81,347.65	149,989.00	67,639.31	45.10
DEPARTMENT: 76000 - INSURANCE	0.00	0.00	236,229.95	306,928.00	70,698.05	23.03
DEPARTMENT: 77000 - UTILITIES	1,156.66	0.00	297,147.97	688,300.00	389,995.37	56.66
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	1,449.48	0.00	67,367.90-	62,000.00	127,918.42	206.32
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	2,451.00	9,020.00	6,569.00	72.83

DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	0.00	9,933.00	33,087.00	23,154.00	69.98
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	7,947.00	3,000.00	4,947.00	164.89
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	0.00	74,135.00	151,575.00	77,440.00	51.09
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	21,122.00	49,938.00	28,816.00	57.70
DEPARTMENT: 94000 - STUDENT CENTER	1,277.94	0.00	26,113.82	50,589.00	23,197.24	45.85
DEPARTMENT: 98001 - CHILD CARE	0.00	0.00	24,440.50	42,867.00	18,426.50	42.99

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FUND: 11 - GENERAL	172,493.80	0.00	8,279,362.57	15,779,233.00	7,327,376.63	46.44
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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	1,633.24	0.00	72,201.25	154,340.00	80,505.51	52.16
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	3,648.89	15,000.00	11,351.11	75.67
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	381.33	1,050.00	668.67	63.68
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	1,471.60	20,000.00	18,528.40	92.64
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	3,981.31	4,000.00	18.69	0.47
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	624.30	0.00	8,359.80	9,000.00	15.90	0.18
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	6,563.34	59,005.38	52,442.04	88.88
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	9,435.62	20,000.00	10,564.38	52.82
DEPARTMENT: 11031 - DRAMA	120.00	0.00	5,586.09	7,350.00	1,643.91	22.37
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	1,872.40	7,153.00	5,280.60	73.82
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	645.04	645.04	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	4,897.03	40,000.00	35,102.97	87.76

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FUND: 14 - ADULT SUPPLEMENTARY ED	2,377.54	0.00	119,043.70	337,543.42	216,122.18	64.03
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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	0.00	1,856.72	9,000.00	7,143.28	79.37
DEPARTMENT: 94000 - STUDENT CENTER	2,999.12	0.00	49,075.59	70,700.00	18,625.29	26.34
DEPARTMENT: 95000 - STUDENT HOUSING	10,425.23	0.00	616,117.05	1,213,395.00	586,852.72	48.36
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	147.00	10,000.00	9,853.00	98.53
DEPARTMENT: 98000 - COSMETOLOGY	2,404.57	0.00	68,386.53	113,955.00	43,163.90	37.88
DEPARTMENT: 98001 - CHILD CARE	217.13	0.00	11,371.27	44,406.00	32,817.60	73.90

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FUND: 16 - AUXILIARY ENTITIES	16,046.05	0.00	746,954.16	1,461,456.00	698,455.79	47.79
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FUND: 21 - FEDERAL STUDENT AID

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	0.00	2,466,155.99	131,133.33	2,335,022.66-	780.64-

FUND: 21 - FEDERAL STUDENT AID	0.00	0.00	2,466,155.99	131,133.33	2,335,022.66-	780.64-
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FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	7,447.00	0.00	0.00	0.00	7,447.00-	0.00
DEPARTMENT: 71000 - BUILDINGS	14,409.00	0.00	881.71	0.00	15,290.71-	0.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	17,027.00	0.00	0.00	17,027.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	121,608.97	189,915.74	68,306.77	35.97
DEPARTMENT: 50000 - DEAN OF STUDENT SE	300.00	0.00	163,288.14	186,534.55	22,946.41	12.30
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	2,798.42	0.00	98,651.15	158,451.53	57,001.96	35.97
DEPARTMENT: 45011 - SCIENCE LAB ACTIVI	7,368.00	0.00	22,148.30	29,420.32	95.98-	0.32-
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	19,858.52	22,059.50	2,200.98	9.98
DEPARTMENT: 11040 - SCIENCE	499.98	0.00	22,485.53	23,522.79	537.28	2.28
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	39,437.02	51,897.12	12,460.10	24.01
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	27,313.35	0.00	27,313.35-	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	5,076.50	5,000.00	76.50-	1.52-
DEPARTMENT: 50000 - DEAN OF STUDENT SE	4,982.77	0.00	142,290.72	563,065.00	415,791.51	73.84
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	9,825.00	0.00	35,077.36	304,708.00	259,805.64	85.26
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	24,963.00	24,963.00	100.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	150.00	0.00	18,568.58	42,910.40	24,191.82	56.38
DEPARTMENT: 31000 - COMMUNITY SERVICE	92.00	0.00	102,176.35	191,360.00	89,091.65	46.56
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	12,181.42	35,204.00	23,022.58	65.40
DEPARTMENT: 31000 - COMMUNITY SERVICE	270.00	0.00	9,657.92	51,150.00	41,222.08	80.59
DEPARTMENT: 42005 - DEAN OF TECHNICAL	716.05	0.00	76,793.74	115,912.00	38,402.21	33.13
DEPARTMENT: 42000 - DEAN OF LEARNING S	1,263.48	0.00	46,165.31	190,035.00	142,606.21	75.04
DEPARTMENT: 31000 - COMMUNITY SERVICE	66.50	0.00	66,532.60	182,191.43	115,592.33	63.45
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	0.00	30,000.00	30,000.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	8,680.80	8,680.80	100.00
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	0.00	6,836.00	6,836.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	0.00	0.00	0.00	2,429.81	2,429.81	100.00
FUND: 22 - RESTRICTED GRANTS	67,215.20	0.00	1,030,193.19	2,433,273.99	1,335,865.60	54.90



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FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	4,647.85	6,970.00	2,322.15	33.32
DEPARTMENT: 64000 - INFORMATION TECHNO	143,225.00	0.00	152,884.00	299,530.30	3,421.30	1.14
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	199.50-	3,110.50	3,310.00	106.41
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	5,878.13	7,000.00	1,121.87	16.03
DEPARTMENT: 63000 - INFORMATION SERVIC	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	15,150.00	0.00	9,200.90	25,389.90	1,039.00	4.09
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	210.60	210.60	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	233.50	233.50	100.00
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	158,375.00	0.00	172,411.38	343,444.80	12,658.42	3.69

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FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13305 - ADULT ED - STAFF D	300.00	0.00	3,796.86	6,000.00	1,903.14	31.72
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	0.00	0.00	0.00
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	0.00	6,509.94	7,062.99	553.05	7.83
DEPARTMENT: 13302 - ADULT ED - TECHNIC	0.00	0.00	0.00	0.51	0.51	100.00
DEPARTMENT: 13303 - ADULT ED - SUPPORT	0.00	0.00	6,261.50	10,597.00	4,335.50	40.91
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	92,031.04	194,497.31	102,466.27	52.68
DEPARTMENT: 13305 - ADULT ED - STAFF D	608.00	0.00	868.66	6,633.00	5,156.34	77.74
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	12,877.58	35,668.00	22,790.42	63.90
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	462.00	1,777.00	1,315.00	74.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	1,750.00	0.00	160,673.70	486,274.62	323,850.92	66.60
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	14,000.00	0.00	14,074.03	33,322.86	5,248.83	15.75
=====						
FUND: 24 - ADULT EDUCATION	16,658.00	0.00	297,555.31	781,833.29	467,619.98	59.81

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Fiscal Year: 2011

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	47,865.00	0.00	1,152.00	422,401.00	373,384.00	88.40
=====						
FUND: 61 - CAPITAL OUTLAY	47,865.00	0.00	1,152.00	422,401.00	373,384.00	88.40

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Fiscal Year: 2011

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	45,240.00	0.00	45,240.00-	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	35,936.19	0.00	35,936.19-	0.00
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	0.00	0.00	22,181.25	0.00	22,181.25-	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	628,060.79	0.00	628,060.79-	0.00
=====						
FUND: 63 - DEBT RETIREMENT FUND	0.00	0.00	731,418.23	0.00	731,418.23-	0.00

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Fiscal Year: 2011

FUND: 64 - DEBT PROJECT FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	17,313.00	0.00	98,880.25	0.00	116,193.25-	0.00
=====						
FUND: 64 - DEBT PROJECT FUND	17,313.00	0.00	98,880.25	0.00	116,193.25-	0.00

Fiscal Year: 2011

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	13,012.84	0.00	91,474.61	300,334.85	195,847.40	65.21
DEPARTMENT: 94000 - STUDENT CENTER	0.00	0.00	9,931.19	0.00	9,931.19-	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	561.00	0.00	2,059.94	37,800.00	35,179.06	93.07
DEPARTMENT: 99002 - STUDENT MAGAZINE	0.00	0.00	2,337.01	31,200.00	28,862.99	92.51
DEPARTMENT: 50000 - DEAN OF STUDENT SE	629.64	0.00	3,504.38	14,800.00	10,665.98	72.07
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	14,203.48	0.00	109,307.13	384,134.85	260,624.24	67.85

Fiscal Year: 2011

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	8,117.00	0.00	8,117.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	5,713.00	0.00	5,713.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	4,854.00	0.00	4,854.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	3,952.00	0.00	3,952.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	5,713.00	0.00	5,713.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	55,112.00	0.00	55,112.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	7,574.00	0.00	7,574.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	5,326.00	0.00	5,326.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	12,382.00	0.00	12,382.00-	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	1,976.00	0.00	1,976.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	4,768.00	0.00	4,768.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	5,927.00	0.00	5,927.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	5,627.00	0.00	5,627.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	2,533.00	0.00	2,533.00-	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	2,985.00	0.00	2,985.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	12,457.00	0.00	12,457.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	13,176.00	0.00	13,176.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	15,428.00	0.00	15,428.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	2,058.00	0.00	2,058.00-	0.00
DEPARTMENT: 12211 - MEAT JUDGING	0.00	0.00	6,787.00	0.00	6,787.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	12,556.00	0.00	12,556.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	0.00	195,021.00	0.00	195,021.00-	0.00

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Fiscal Year: 2011

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	0.00	192,831.07	437,625.00	244,793.93	55.94
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	0.00	192,831.07	437,625.00	244,793.93	55.94

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Fiscal Year: 2011

FUND: 89 - OTHER

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	0.00	96,000.00-	0.00	96,000.00	0.00
FUND: 89 - OTHER	0.00	0.00	96,000.00-	0.00	96,000.00	0.00

As of 01/31/2011

		Amount	% Rate
Cash in Bank:	Commerce Bank	\$117,695.32	0.0000%
	State Municipal Invest. Pool	\$ 1,026,454.61	0.0590%
	Landmark National Bank	\$ 6,325,472.09	0.1900%

Investments:

Institution	Type	Amount	% Rate	Beg. Date	End Date
Commerce Bank	CD	\$ 2,000,000.00	0.8560%	4/29/2010	4/29/2011
First National Bank	CD	\$ 1,004,042.27	0.9500%	5/6/2010	5/5/2011
Commerce Bank	CD	\$ 2,000,000.00	0.3000%	10/29/2010	10/29/2011
Commerce Bank	CD	\$ 1,000,000.00	0.3000%	11/2/2010	5/2/2012

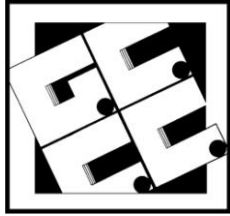
## CHECKS PROCESSED IN EXCESS OF \$10,000 FEBRUARY 2011

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

- Check #204005 to DEPCO LLC for \$17,613.45 for a pneumatic trainer. Attached bid sheet indicated this is a single source provider due to the compatibility with existing equipment.
- Check #204212 to CDW Government Inc. for \$152,884.00 for Enterasys switches and wireless access points and cables. The Board approved this purchase at the December 8, 2010 Board Meeting.

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

- Check #204000 to City of Garden City for \$37,022.76 for utilities.
- Check #204029 to Lewis, Hooper & Dick, LLC for \$11,188.00 for auditing services.
- Check #204053 to Seminole Energy Services for \$15,297.30 for natural gas.
- Check #204117 to Commerce Bank for \$15,354.15 for purchase card charges.
- Check # 204127 to Great Western Dining for \$36,503.11 for various invoices.
- Check #204134 to Keppler Associates Inc. for \$10,500.00 for speaker for Martin Luther King Day. Professional services do not require bids.
- Check #204272 to Blue Cross and Blue Shield of Kansas for \$93,700.06 for February health insurance premiums.
- Check #204319 to Broncbuster Bookstore for \$141,004.99 for Fall 2010 book scholarships.



# Garden City COMMUNITY COLLEGE

February 2, 2011

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

## New Hire

Pam Powers, Administrative Asst-CECS/Information Specialist, effective January 24, 2011  
Joe Price, Football Offensive Coordinator/Offensive Line, effective January 18, 2011

## Separations

Jennifer Edwards, Physical Plant Office Manager, effective January 5, 2011  
Tom Brungardt, Welding Instructor, effective January 31, 2011

## Retirement

Sam Ortiz, Electrician, effective May 1, 2011  
David Kinder, Art Instructor, effective June 1, 2011  
Sheila Hendershot, Social Science Instructor, effective July 1, 2011  
Doris Meng, English Instructor, effective June 1, 2011  
Martin Neff, Motor Controls Instructor, effective August 1, 2011

## Transfers/Promotions

Sharon Quint, part time to Head GED Instructor/Transition Coach, effective January 1, 2011  
Rosalita Wilson, Grounds to Physical Plant Office Manager, effective February 1, 2011

## Vacancies

ETS Advisor  
Sr. Programmer  
SWRPC Consultant  
Secretary, Title V Project  
Welding Instructor  
Art Instructor  
English Instructor  
Social Science Instructor  
SSS Academic & Retention Advisor  
Adjunct Fire Science Instructor  
Director, Physical Therapist Assistant Program

## 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.

**GARDEN CITY COMMUNITY COLLEGE  
 ADJUNCT/OUTREACH FACULTY CONTRACTS**

(Presented to Board of Trustees for Approval 2/9/11)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>
Hunter, Marian	Certified Nurse Aide Lab (HELR-102L-90) 2.01 FLC x \$470.00/FLC 11-00-0000-12203-5260 1/10 - 2/28/11	\$ 944.70
Hunter, Marian	Certified Nurse Aide (HELR-1023-90) 3.00 FLC x \$470.00/FLC 11-00-0000-12203-5260 1/10 - 2/28/11	\$ 1,410.00
Munoz, Kellee	Academic Recovery & Success (PCDE-110-01) 1.00 FLC x \$400.00/FLC 11-00-0000-11080-5260 1/13 - 3/11/11	\$ 400.00
Quint, Sharon	College Skills Development (PCDE-101-08) 1.00 FLC x \$400.00/FLC 11-00-0000-11083-5260 1/18 - 3/1/11	\$ 400.00
<b>OUTREACH FACULTY</b>		
Emahizer, Shellie	Certified Nurse Aide Lab (HELR-102L-SC) 2.01 FLC x \$470.00/FLC 11-00-0000-12203-5220 1/10 - 3/5/11	\$ 944.70
Emahizer, Shellie	Certified Nurse Aide (HELR-1023-SC) 3.00 FLC x \$470.00/FLC 11-00-0000-12203-5220 1/10 - 3/5/11	\$ 1,410.00
Hoover, Kevin	Certified Nurse Aide Lab (HELR-102L-LK) 2.01 FLC x \$470.00/FLC 11-00-0000-12203-5220 1/17 - 3/1/11	\$ 944.70
Hoover, Kevin	Certified Nurse Aide (HELR-1023-LK) 3.00 FLC x \$470.00/FLC 11-00-0000-12203-5220 1/17 - 3/1/11	\$ 1,410.00
<b>TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS</b>		<b>\$ 7,864.10</b>



**GARDEN CITY COMMUNITY COLLEGE  
SERVICE CONTRACTS  
FOR OUTREACH FACULTY**

(Presented to Board of Trustees for Approval 2/9/11)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>
Thompson, Kevin	Introduction to Literature I (LITR-210-LK) Pro-rated: 7/8 x \$375.00 (USD Rate) x 3.00 FLC (7 students) 11-00-0000-11021-6610 11/15 - 2/18/11	\$ 984.38
<b>TOTAL OUTREACH FACULTY SERVICE CONTRACTS</b>		<b>\$ 984.38</b>

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

(Presented to Board of Trustees for Approval 2/9/11)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>
Baker, Paula	Excel 2007 Fundamentals (COMP301-25) 8 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 1/24 - 2/1/11	\$ 240.00
Baker, Paula	Excel 2007 Intermediate (COMP302-13) 8 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 2/9 - 2/23/11	\$ 240.00
Homm, Michael	KS Carry Concealed Handgun (CRMJ300-61) 10 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 1/22/11	\$ 300.00
Landgraf, Rebecca	Women on Target - NRA Basic Pistol (CRMJ315-01) 8 contact hour(s) @ \$20.00/hour 14-00-8033-31000-5270 1/29/11	\$ 160.00
Lappin, Jerry	KS Carry Concealed Handgun (CRMJ300-62) 4 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 2/7/11	\$ 120.00
Miller, Linda	Line Dancing (CONT951-05) 4 contact hour(s) @ \$25.00/hour 14-00-8006-31000-5270 1/20 - 1/27/11	\$ 100.00
Pardo, Carlos	KS Carry Concealed Handgun (CRMJ300-61) 4 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 1/22/11	\$ 120.00
Prewitt, Robert D.	Women on Target - NRA Basic Pistol (CRMJ315-01) 8 contact hour(s) @ \$20.00/hour 14-00-8033-31000-5270 1/29/11	\$ 160.00
Prewitt, Robert D.	KS Carry Concealed Handgun (CRMJ300-62) 10 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 2/7/11	\$ 300.00
Ronn, Mark	Women on Target - NRA Basic Pistol (CRMJ315-01) 8 contact hour(s) @ \$20.00/hour 14-00-8033-31000-5270 1/29/11	\$ 160.00
Routon, Timothy D.	Woodworking - PM (HMGD175-09) 45 contact hour(s) @ \$30.00/hour 1/25 - 5/10/11, T, 7:00 - 10:00 p.m. 14-00-8006-31000-5270	\$ 1,350.00

Soldner, Jerry L.	KS Carry Concealed Handgun (CRMJ300-61) 3 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 1/22/11	\$ 90.00
Soldner, Jerry	KS Carry Concealed Handgun (CRMJ300-62) 3 contact hour(s) @ \$30.00/hour 14-00-8033-31000-5270 2/7/11	\$ 90.00
Sosa, Elizabeth	Tyson Leadership Contract Training - January (CONT1000-07-10) 16 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 1/5 - 1/13/11	\$ 480.00
Sosa, Elizabeth	Tyson Leadership Contract Training - February (CONT1000-11-14) 16 contact hour(s) @ \$30.00/hour 14-00-8004-31000-5270 2/1 - 2/10/11	\$ 480.00
Trybom, Jean	Upholstery (HMDG177-04) 45 contact hour(s) @ \$30.00/hour 14-00-8006-31000-5270 1/27 - 5/12/11	\$ 1,350.00
Veesart, Patricia E.	Knitting (SLFM178-02) 7 contact hour(s) @ \$25.00/hour 14-00-8006-31000-5270 2/1 - 2/3/11	\$ 175.00

**TOTAL NON-CREDIT FACULTY CONTRACTS** **\$ 5,915.00**

14-00-8004-31000-5270	\$ 1,440.00	(Business & Industry)
14-00-8006-31000-5270	\$ 2,975.00	(Personal Enrichment)
14-00-8033-31000-5270	\$ 1,550.00	(Public Safety)

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MEMORANDUM  
Garden City Community College  
Office of the President

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TO: GCCC Board of Trustees

FROM: Dr. Emmons

DATE: February 1, 2011

RE: Tuition, Student fees, Course fees, Residential Life fees (room and board), Daycare fees and Facilities fees

It is that time of year when we review fees and tuition for the next fiscal year. Rationale for the rate increases shown below follow this memo.

Recommendations:

In-state tuition	\$2.00 increase	In the past, we have raised tuition every other year This is the year to raise tuition \$2
International student tuition	\$2.00 increase	This establishes a separate tuition category to be more reflective of costs
Technology fee	\$3.00 increase	To cover cost increases of service/maintenance agreements
Course fees	some increase/ some decrease	Costs are based on consumable student supplies
Residential Life – Room	\$50.00 increase	Room rates have not increased since 2003
Residential Life – Board	no increase	Remove \$50 Bistro bucks from room costs
ABE/GED fees	increase	Increase based on additional expenses
Daycare fees	no increase	Current fee structure is adequate to cover expenses
Facilities fees	no increase	

## Tuition and Fees

	<u>Proposed Tuition/credit hour</u>	<u>Proposed Fees/credit hour</u>
Instate	\$45	\$26
Out of state	\$65	\$26
International	\$67	\$26

The \$26 fee is distributed as follows:

\$14	Student Activities Fee (Student Government controlled)
\$ 3	Student Union Fee
\$ 9	Technology Fee

The technology fee has been \$6.00 per credit hour since 2003-04. At that time, the revenue covered the cost of instructional technology, including hardware, software and maintenance agreements. On average, maintenance agreements have increased 10-15% per year. For 2010-11, the campus will spend approximately \$400,000 on maintenance agreements. The technology fee increase will generate approximately \$120,000 which would be used for maintenance agreements.

	<u>2010-11 Tuition/credit hour</u>	<u>2010-11 Fees/credit hour</u>
Dodge City Community College		
Instate	\$35	\$35
Out of state	\$45	\$45
Seward County Community College		
Instate	\$65	
Border states	\$70	
Out of state	\$93	
International	\$93	

## Residential Life

Proposed increase of \$50 for room rate for 2011-12

West Hall (double occupancy)	\$2,100 + selected food plan
West Hall (single occupancy)	\$2,700 + selected food plan
East Units (double occupancy)	\$2,100 + selected food plan
East Units (single occupancy)	\$2,700 + selected food plan
East Units (four single rooms)	\$3,100 + selected food plan
Apartments (double occupancy)	\$2,850 + selected food plan
Apartments (single occupancy)	\$3,450 + selected food plan

Proposed food rates for 2011-12, no increase, removal of Bistro bucks

	<u>Per Year</u>
19 meal plan	\$2,400
15 meal plan	\$2,350

**Recommended Changes to ABE Fees  
effective July 1, 2011 (FY12)**

**ESL and GED Orientation**

<b>Current</b>	<b>FY12</b>
\$20	\$35

Will include WorkReady certificates and testing as well as WIN software availability.

**Walk-In Official Practice Test (OPT)**

<b>Current</b>	<b>FY12</b>
\$35	\$50

OPT assessments will be available on Fridays and Saturdays so that state-mandated instructional hours are not used for testing. This will require additional staffing.

**Official GED test**

<b>Current</b>	<b>FY12</b>
\$68	\$78

Currently, GED graduates receive a KBOR transcript but must request a diploma for an additional \$10. To ensure that all GED graduates receive a diploma, staff will now handle the ordering and distribution.

# Memorandum

**To:** GCCC Board of Trustees  
**From:** Kevin Brungardt, Dean of Academics  
**Date:** 2/9/11  
**Re:** 2011-2012 Course Fees

Asking approval to add fees to the following classes:

PHSC 205	Geology	\$5.00	Crystal grow kits
Music Applied Lessons		\$50.00	Per semester

After checking with other community colleges in the state, we discovered that some charge an additional fee to their music lessons to help offset costs of the program and to bring the cost of lessons in line with the private sector. We received 4 replies, all from schools that charge an extra fee. Three of the schools charged fees in the \$75-\$85 range for half hour lessons with the other charging \$35.

Currently, a qualified, private music instructor in Garden City can charge about \$15.00 per half hour lesson per week. Over the course of 15 weeks, this amounts to \$225.00. The proposed fee of \$50 per semester for all lesson classes would bring the total cost of lessons for a semester to \$115.00 (including tuition).

There are concerns about the effect these fees will have on enrollment. We plan to monitor enrollment in these classes over the course of the next year to make a determination on possible adjustments when the Board discusses fees in February 2012.

**CONFIDENTIAL**

# CLASS FEES FOR 2011-12

**NOTE: These fees are above and beyond the Activity & Technology Fees. All fees will be collected through the Business Office at the time of enrollment. These fees are intended to offset direct expenses (classroom expendable supplies) used by students enrolled in specific courses or program**

## ENGLISH

Basic English \$2.00 per class

## HEALTH, PE & RECREATION

First Aid (Red Cross Certification) \$6.00 per class  
Karate/Self Defense \$20.00 per class  
Physical Fitness (Super Circuit) I & II \$25.00 per class  
Golf \$55.00 per class  
Bowling \$87.00 per class  
Trap Shooting \$64.00 per class  
Recreational Shooting \$80.00 per class

## HUMANITIES & FINE ARTS

**All Applied Music Lessons \$50.00 per class**  
Ceramics Classes \$40.00 per class  
Advanced Ceramics \$40.00 per class  
Sculpture \$40.00 per class  
Commercial Design \$10.00 per class  
Three-Dimensional Design \$25.00 per class  
Art Appreciation \$5.00 per class  
College Skills \$20.00 per class  
Photography I & II \$20.00 per class  
Reading 091, 092 & 093 \$9.00 per class  
Introduction to Broadcasting \$5.00 per class  
Television Production I \$5.00 per class  
Broadcast News \$5.00 per class  
Television Production II \$10.00 per class  
Magazine I, II, III, IV \$15.00 per class  
Newspaper I, II, III, IV \$15.00 per class

## SOCIAL SCIENCE

Kids of the Great Southwest \$35.00 per class

## SCIENCE

Science Lab Courses (on campus classes only) \$20.00 per class  
Except:  
A&P II \$30.00 per class  
Human Dissection \$30.00 per class  
Microbiology \$40.00 per class  
River Ecology \$100.00 per class  
**Geology \$5.00 per class**

## BUSINESS SYSTEMS NETWORKING

Managing Microsoft Networks \$25.00 per class  
IT Essentials I \$50.00 per class

## COMPUTER SCIENCE

All CSCI courses \$5.00 per class  
Except:  
Finnup Lab \$15.00 per class  
Senior Computer Lab \$25.00 per class

## MID-MANAGEMENT

American Management Association \$136.00 per class  
Courses (includes tuition, fees, and textbook)

## AUTO MECHANICS

All Automotive Technology Lab Courses \$35.00 per class  
Auto Mechanics I \$10.00 per class  
Small Gas Engines \$20.00 per class

## COSMETOLOGY

Cosmetology Orientation \$100.00  
**Cosmetology – 1<sup>st</sup> semester \$2,319.00**  
2<sup>nd</sup> semester \$309.00  
**Cosmetology Instructor \$228.00**  
Seminar I \$8.00  
Seminar II \$16.00  
Seminar III \$24.00  
Seminar IV \$32.00  
Seminar V \$40.00  
**Manicure Program \$766.00**

## CRIMINAL JUSTICE

The following courses have \$10.00 fee per class:

Agency Administration  
Interviewing and Report Writing  
Police Motorcycles  
Rappelling-Beginning, Intermediate & Advanced  
Critical Decision Making  
Drug Investigation  
Sex Crimes  
Tactical Baton  
Handcuffing  
High Angle Rescue  
Honor Guard  
Explorer Challenge Academy

The following courses have \$11.00 fee per class:

**Forensic Computer Investigation I**  
**Command Spanish for Law Enforcement**  
**Criminal Justice Computer Applications**  
Practical Law Enforcement Databases-Beginning  
Practical Law Enforcement Databases-Intermediate  
Take Action – Instructor Development  
Team T: Train the Trainer for LE Officers  
Team T: Train the Trainer Women's Self Defense  
**Team-T: Dispatch Level I & II**  
Multimedia for Law Enforcement

The following courses have \$20.00 fee per class:

Criminal Investigation I  
Defensive Tactics/Karate – Beginning & Advanced



## CLASS FEES FOR 2011-12

### CRIMINAL JUSTICE cont.

The following courses have \$25.00 fee per class:

Forensics Criminalistics  
Mountain Rescue

<b>EVOC Level I</b>	<b>\$21.00 per class</b>
<b>Introduction to Criminal Justice</b>	<b>\$12.00 per class</b>
<b>Law Enforcement Operations/Procedures</b>	<b>\$26.00 per class</b>
Strategic Team Building I	\$24.00 per class
Police Biking Techniques	\$15.00 per class
Traffic Accident Investigation	\$16.00 per class
Criminal Law	\$16.00 per class
Criminal Investigations II	\$60.00 per class
<b>Forensic Wound I, II</b>	<b>\$35.00 per class</b>
EVOC Level II, III	\$60.00 per class
<b>Supervised Police Training</b>	<b>\$175.00 per class</b>
<b>Police Firearms I</b>	<b>\$151.00 per class</b>
<b>Police Firearms II</b>	<b>\$178.00 per class</b>
<b>Police Firearms III</b>	<b>\$224.00 per class</b>
SWAT I	\$105.00 per class
SWAT II	\$100.00 per class
<b>Tactical Firearms</b>	<b>\$209.00 per class</b>

### FIRE SCIENCE

Fire Investigations I, II	\$10.00 per class
Firefighter I	\$66.00 per class
Firefighter II	\$25.00 per class
Technical Rescue I	\$5.00 per class
Technical Rescue II	\$35.00 per class
Hazardous Materials Technician	\$35.00 per class
Fire Apparatus Driver/Operator	\$25.00 per class
Incident Management	\$5.00 per class

### INDUSTRIAL ED/INDUSTRIAL PRODUCTION

Electricity I, II	\$45.00 per class
Robotics	\$20.00 per class
Digital Logic/Circuits	\$40.00 per class
Electronics I, II	\$45.00 per class
Electrical Motor Control	\$84.00 per class
Hydraulic & Pneumatic Lab	\$50.00 per class
Industrial Production Seminar	\$220.00 per class

### AG EQUIPMENT TECH-JOHN DEERE AG TECH

All John Deere Classes	\$25.00 per class
Except:	
Tractor Power Trains I, II & III	\$50.00 per class
John Deere Engine Systems	\$50.00 per class

### PRACTICAL NURSING

<b>KSPN Foundations of Nursing</b>	<b>\$245.00 per class</b>
KSPN Foundations-Nursing Clinical	\$13.00 per class
KSPN Medical Surgical Nursing	\$36.00 per class
<b>KSPN Maternal Child Nursing</b>	<b>\$145.00 per class</b>

### ADN NURSING

<b>Foundations with Lab</b>	<b>\$245.00 per class</b>
Introduction to Nursing Clinical	\$13.00 per class
<b>Nursing Clinical</b>	<b>\$145.00 per class</b>
Health Alterations Clinical	\$13.00 per class
<b>Advanced Clinical Skills</b>	<b>\$155.00 per class</b>
<b>Complex Health Clinical</b>	<b>\$89.00 per class</b>

### PRACTICAL NURSING BRIDGE

<b>LPN Transition Course</b>	<b>\$57.00 per class</b>
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### PARAMEDIC TO NURSING BRIDGE

<b>Foundations</b>	<b>\$289.00 per class</b>
Intro to Nursing Clinical	\$18.00 per class
<b>Medical Surgical Nursing II</b>	<b>\$231.00 per class</b>

### EMERGENCY MEDICAL TECH

First Responder	\$48.00 per class
FR to EMT-Basic Bridge	\$47.00 per class
<b>Emergency Medical Technician-Basic</b>	<b>\$99.00 per class</b>
Emergency Medical Technician-Inter	\$152.00 per class
<b>Medical Emergencies</b>	<b>\$650.00 per class</b>
<b>Cardiology</b>	<b>\$177.00 per class</b>

### ALLIED HEALTH

Paraprofessional Health Team Seminar	\$10.00 per class
<b>Rehabilitative Aide</b>	<b>\$11.00 per class</b>
<b>Certified Nurse Aide</b>	<b>\$70.00 per class</b>
<b>Nursing Home Med Aide (CMA)</b>	<b>\$48.00 per class</b>
<b>Home Health Aide</b>	<b>\$20.00 per class</b>
<b>Certified Medication Aide Update</b>	<b>\$35.00 per class</b>

### MEAT & AGRO

Applications of Global Positioning Systems	\$5.00 per class
Soils and Soils Lab	\$10.00 per class
Crops and Crops Lab	\$10.00 per class
Comp. Farm and Ranch Records	\$5.00 per class
Meat and Carcass Evaluation	\$25.00 per class
Class. Grading & Selection of Meats	\$25.00 per class
Animal Science and Industry Lab	\$25.00 per class
Intro to Food Science	\$15.00 per class
Principles of Meat Science	\$20.00 per class
Farm Animal Reproduction Lab	\$25.00 per class

### WELDING

Engineering, Testing, Inspection, and Codes	\$20.00 per class
Shielded Metal Arc Welding	\$20.00 per credit hour
Gas Metal Arc Welding	\$20.00 per credit hour
Gas Tungsten Arc Weld	\$20.00 per credit hour
Special Projects	\$20.00 per credit hour
Special Topics	\$20.00 per credit hour
Cutting and Gouging Processes	\$20.00 per credit hour
Introduction to AWS Welding	\$20.00 per credit hour
Intermediate AWS Welding	\$20.00 per credit hour
Brazing and Soldering	\$20.00 per credit hour
Advanced AWS Welding	\$20.00 per credit hour
Layout and Fabrication	\$20.00 per credit hour

## CLASS FEES FOR 2011-12

### INDUSTRIAL PRODUCTION SEMINARS

Basic Electrical Motor Controls	\$1,000.00 per seminar
Advanced Electrical Motor Controls	\$1,250.00 per seminar
AC Variable Frequency Drives	\$1,250.00 per seminar
Industrial Sensors	\$1,250.00 per seminar
Basic PLC/SLC Programming	\$1,000.00 per seminar
Advanced PLC/SLC Programming	\$1,250.00 per seminar
PLC Loop Controls	\$1,250.00 per seminar
Operator I	\$1,185.00 per seminar
Operator II	\$1,285.00 per seminar
Technician I	\$1,285.00 per seminar
PSM/RMP	\$1,185.00 per seminar
Boiler I (2 credit hours)	\$785.00 per seminar
Boiler I (3 credit hours)	\$1,285.00 per seminar
Advanced RETA Prep	\$1,285.00 per seminar

### OUTREACH CLASS FEE SCHEDULE

#### HEALTH, PE & RECREATION

First Aid (Red Cross Certification)	\$6.00 per class
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#### ALLIED HEALTH

Certified Nurse Aide	\$70.00 per class
Nursing Home Med Aide (CMA)	\$48.00 per class
Home Health Aide	\$20.00 per class
Paraprofessional Health Team Seminar	\$10.00 per class
Certified Medication Aide Update	\$35.00 per class

#### AUTO MECHANICS

Small Gas Engines	\$20.00 per class
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February 1, 2011

To: Dr. Emmons

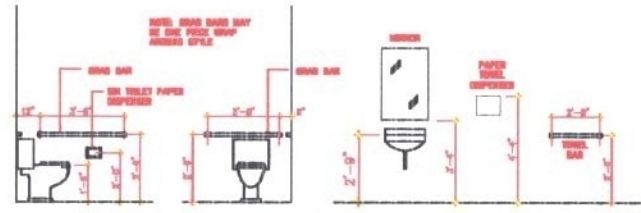
From: Dee Wigner

RE: East Garden Village

In order to meet the growing need in our community for ESL and GED courses, GCCC previously purchased a used double wide mobile home from Proprius Investments Inc. (Rob Martin of Martin Mobile Home). The mobile home was purchased with the understanding that Rob Martin would remodel the mobile home for classroom use. At the same time, Nancy Harness, previous Dean of Continuing Education, obtained state funds to build a basement for the foundation of the mobile home. The basement was to provide additional classroom space and provide a storm shelter for individuals living in the mobile home park.

There have been numerous challenges and roadblocks to the project, including ADA and building code requirements. Because the basement is to be used as a public facility, the basement must be handicap accessible. Mr. Martin provided drawings that are currently being reviewed by the City Engineer to determine the requirement for the number of restrooms required due to building occupancy. Once the city approves the project, Mr. Martin is prepared to begin construction.

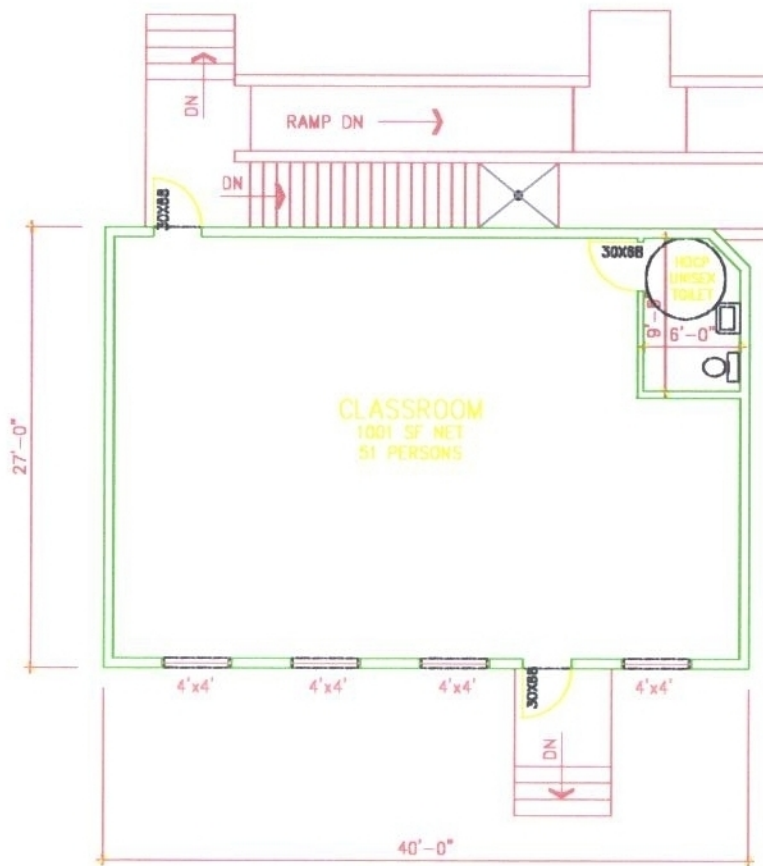
Attached are the drawings we received from Mr. Martin along with a rough estimate as to the cost of the basement. At this time, we would like Board consent to proceed with the project with a maximum commitment of college funds, not to exceed \$16,000. This request, along with the state contribution of \$14,000, will be adequate to complete the facility.



HANDICAPPED TOILET ACCESSORY LAYOUT

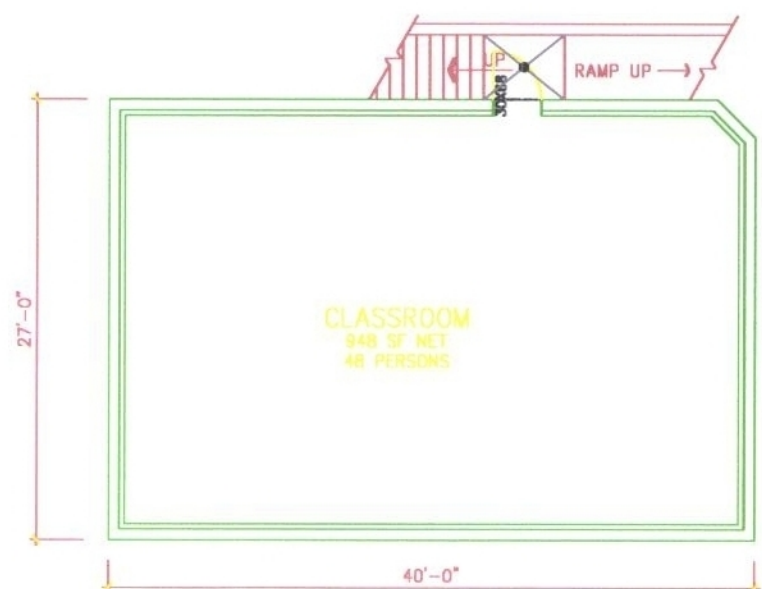
**GENERAL NOTES - TOILET AND BATH ACCESSORIES**

- A. TOILET TISSUE DISPENSER AS FOLLOWS:
  1. SINGLEY MODEL 8234-40
  2. TYPE: SQUARE-CELL DISPENSER
  3. MOUNTING SURFACE: UNFINISHED WITH CONCEALED ANCHORAGE
  4. MATERIAL: 30-CENT ALUMINUM
  5. CAPACITY: DESIGNED FOR 4 1/2 IN 6 BUCK DAMAGED-CODE WOODIE WIPES
- B. LOCATION: AT EACH WATER CLOSET, PROVIDE ONE OF EACH
- C. WIND BARR AS FOLLOWS:
  1. SINGLEY MODEL 8234-40
  2. TYPE: SQUARE-CELL, ALSO BUSH WICK
  3. MOUNTING CONCEALED
  4. MOUNTING SURFACE: 304-RESISTANT TISSUE
  5. OFFSET DIMENSION: 1 1/2" BUSHES FOR BUSHY-DUTY APPLICATIONS
  6. LOCATION: AT EACH BATH, WATER CLOSET, PROVIDE ONE OF EACH
- D. WIND BARR AS FOLLOWS:
  1. SINGLEY MODEL 8234-40
  2. TYPE: SQUARE-CELL, ALSO BUSH WICK
  3. MOUNTING CONCEALED
  4. MOUNTING SURFACE: 304-RESISTANT TISSUE
  5. OFFSET DIMENSION: 1 1/2" BUSHES FOR BUSHY-DUTY APPLICATIONS
  6. LOCATION: AT EACH BATH, PROVIDE ONE OF EACH
- E. WIND BARR AS FOLLOWS:
  1. SINGLEY MODEL 300
  2. FRAME: CORROSION RESISTANT, ALSO BUSH WICK
  3. SIZE: 24" W X 42" H
  4. LOCATION: ABOVE EACH LAVATORY, SEE DRAWINGS



FLOOR PLAN

1/8" = 1'-0"



BASEMENT PLAN

1/8" = 1'-0"



CLASSROOM BUILDING  
FOR  
GARDEN CITY COMMUNITY COLLEGE  
801 CAMPUS DRIVE  
GARDEN CITY, KANSAS

PRESENTED BY  
ROB MARTIN  
PROPRIUS INVESTMENTS  
4101 EAST HWY 50  
GARDEN CITY, KANSAS

PREPARED BY	11/15-9
DATE	

bid for wall & Floors	PAGE
Footings, steps and Sidewalks	NO.

w/ materials  
price  
\$26 000

✓ ~~136~~ <sup>136</sup> LF of walls  
on basement  
36' ~~10~~ X 8' X 8"

✓ 186 LF of walls  
on Ramps  
186' X 6.6' X 8"

w/ out  
materials  
price  
\$13 000

✓ 1000 SQF Floor 4"

✓ 1040 SQF of ~~total~~  
4" sidewalk on ramps

✓ 120 ~~LF~~ LF of steps

✓ ~~230~~ 230 SQF of footing  
on basement

✓ 316 SQF of footing on  
ramp walls

PREPARED BY	11/15-9
DATE	

		PAGE NO.	
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w/t materials

rebar \$850

27 yds Concrete cement \$ 2800 walls  
on basement

30 yds Concrete \$ 3000 walls on  
ramps

16 yds Concrete \$ 1500 Floors

14 yds Concrete \$ 1300 Sidewalks

6 yds Concrete \$ 500 Steps

18 yds Concrete \$ 1700 Footings

wire mesh reinforcing on floor \$ 600

wire rolls reinforcing on Sidewalks  
\$ 350

~~\_\_\_\_\_~~  
\$ 12,000

February 1, 2011

To: Dr. Emmons  
From: Dee Wigner  
RE: Financial Audit

Lewis Hooper & Dick, LLC have been the financial auditors for GCCC for over 20 years. The most recent five year agreement expired at the conclusion of the audit for June 30, 2010. Because this is a professional service, we are not required to bid auditing services.

Attached for your review, is a 3-year proposal for the continuation of auditing services. The proposal includes a fee structure that maintains the 2010 rate of \$50,077 for 2011 and a 4% annual increase thereafter.

With the retirement of Cyd Vagher in the Business Office and the transition to a new President, I believe it would be in the college's best interest to have the consistency of a single auditing firm. I would recommend the Board accept the three-year proposal for auditing services through the June 30, 2013 audit.

January 24, 2011

Board of Trustees  
Garden City Community College  
801 Campus Drive  
Garden City, KS 67846

We are pleased to confirm our understanding of the services we are to provide for Garden City Community College for the years ended June 30, 2011, 2012, and 2013. We will audit the basic financial statements of Garden City Community College as of June 30, 2011, 2012, and 2013 and for the years then ended. In addition, we will audit the College's compliance over major federal award programs for the years ended June 30, 2011, 2012, and 2013. Also, the document we submit to you will include the following supplementary information required by generally accepted accounting principles that will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary comparison schedules.

Also, the document we submit to you will include the following additional information that will be subjected to the auditing procedures applied in our audit of the financial statements upon which we will provide an opinion in relation to the basic financial statements:

1. Schedule of expenditures of federal awards.
2. Supplementary financial statement schedules.

#### **Audit of the Financial Statements**

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America, the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and the Kansas Municipal Audit Guide, and will include tests of the accounting records of Garden City Community College and other procedures we consider necessary to evaluate the fair presentation of the basic financial statements, in all material respects, in conformity with accounting principles generally accepted in the United States of America and for expressing opinions on each opinion unit. If any of our opinions are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit, we will not issue a report as a result of this engagement.

Our procedures will include tests of documentary evidence that support the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with customers, creditors, and financial institutions. Also, we will request written representations from your attorneys as part of the engagement, and they may bill you for responding to that inquiry. At the conclusion of our audit, we will also request certain written representations from you about the financial statements and related matters.

An audit of the financial statements includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. Our audit is designed to provide reasonable, but not absolute, assurance about whether the financial statements are free of material misstatement, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. Because of this concept of reasonable assurance and because we will not examine all transactions, there is a risk that material misstatements may exist and not be detected by us. Also, an audit is not designed to detect error or fraud that is immaterial to the financial statements. The College's management is responsible for establishing and maintaining a sound system of internal control, which is the best means of preventing or detecting errors, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. Our

405 North Sixth Street | P.O. Box 699  
Garden City, KS 67846  
620-275-9267 | 800-627-0636  
Fax: 620-275-8936 | www.lhd.com

#### **CPAs**

Charles H. Claar, Jr, CPA  
Theresa Dasenbrock, CPA, CFE  
David L. Hetrick, CPA  
Steven D. Jossierand, CPA  
Donald R. Linville, CPA  
Gary A. Schlappe, CPA  
Rodney Van Norden, CPA

Sue A. Bradley, CPA  
Susan A. Burgardt, CPA  
Shannon N. Euliss, CPA  
Mary A. Floto, CPA  
Tracey Homm, CPA, CSEP  
Challie Metzger, CPA  
Kimberly A. Roth, CPA  
Kristin J. Sekavec, CPA  
Monica J. Wilson, CPA



responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

A financial statement audit includes obtaining an understanding of the entity and its environment, including its internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, we will communicate to you and those charged with governance any significant deficiencies that come to our attention.

In accordance with the requirements of Government Auditing Standards, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance will not be an objective of the audit and, therefore, no such opinion will be expressed.

#### **Audit of Major Program Compliance**

Our audit of Garden City Community College's major federal award program(s) compliance will be made in accordance with the requirements of the Single Audit Act, as amended; and the provisions of U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations; and will include tests of accounting records, a determination of major programs in accordance with Circular A-133, and other procedures we consider necessary to enable us to express such an opinion on major federal award program compliance and to render the required reports. If our opinion on compliance for any major program is other than unqualified, we will fully discuss the reasons with you in advance.

Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the entity has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major federal award programs. Our procedures will consist of determining major federal programs and performing the applicable procedures described in the U.S. Office of Management and Budget Circular A-133 Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the College's major programs. The purpose of those procedures will be to express an opinion on the College's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to Circular A-133.

Also, as required by Circular A-133, we will perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the College's major federal award programs. However, our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the College's major federal award programs, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

#### **Management's Responsibilities**

We understand that you are responsible for making all financial records and related information required for our audit available to us, and that you are responsible for the accuracy and completeness of that information. This management responsibility includes (a) establishing and maintaining adequate records and related internal control policies and procedures, (b) selecting and applying accounting principles, (c) safeguarding assets, (d) identifying and ensuring that the College complies with laws, regulations, grants, and contracts applicable to its activities, and (e) identifying and

ensuring that the College complies with laws, regulations, grants, and contracts applicable to its activities and its federal award programs.

We may advise you about appropriate accounting principles and their application and may assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. Management is also responsible for adjusting the financial statements to correct material misstatements and for affirming to us in the management representation letter that the effects of any uncorrected misstatements, resulting from errors or fraud, aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You agree that management is responsible for (a) the design and implementation of programs and controls to prevent and detect fraud, (b) informing us about any fraud or suspected fraud affecting the College involving management, employees who have significant roles in internal control, or others where the fraud could have a material effect on the financial statements or major federal award programs, and (c) informing us about any allegations of fraud or suspected fraud affecting the College received in communications from employees, former employees, analysts, regulators, short sellers, or others.

In addition, as required by Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings from prior periods and to prepare a summary schedule of prior audit findings and follow up on current year audit findings and prepare a corrective action plan for such findings. Management is also responsible for submitting the reporting package and data collection form to the appropriate parties. Management will also make the auditor aware of any significant vendor relationships where the vendor is responsible for program compliance. You agree that you will confirm your understanding of your responsibilities as defined in this letter to us in your management representation letter.

We understand that your employees will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

#### **Fees and Timing**

We expect to begin our audit in approximately May of each year and to issue our reports no later than January 15th of each year.

Charles H. Claar, Jr. is the engagement member-owner for the audit services specified in this letter. His responsibilities include supervising Lewis, Hooper & Dick, LLC's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

Our fees are based on the amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. We agree our base fee, including expenses, will not exceed \$50,077 for the 2011 audit, with no more than a 4% per year increase for 2012 through 2013. Since this fee is based on the 2010 audit, there will be additional fees for the inclusion of additional component units, new capital projects, new bond issues and additional grant funds, significant personnel changes, implementation of new GASB's or other major changes in services or circumstances. We will notify you of any circumstances we encounter that could significantly affect this initial fee estimate. Whenever

possible, we will attempt to use the College's personnel to assist in the preparation of schedules and analyses of accounts. This effort could substantially reduce our time requirements and facilitate the timely conclusion of the audit.

Further, we will be available during the year to consult with you on financial management and accounting matters of a routine nature. Our audit fee does include brief consultations throughout the year. Those consultations lasting 10 minutes or less would be considered brief. Consulting services of a more involved nature will be billed at the rates discussed below.

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable on presentation; however, not more than 50% of the audit fee will be billed before the final report is delivered. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fees are based on anticipated cooperation from your personnel and the assumption unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you.

#### **Other Matters**

Our professional relationship is strictly confidential under the laws of Kansas. Consequently, we will not release or disseminate any privileged information from your file to any third party without first obtaining written consent from you.

The audit documentation for this engagement is the property of Lewis, Hooper & Dick, LLC and constitutes confidential information. However, we may be requested to make certain audit documentation available to the College's Cognizant or Grantor Agency, and federal agencies and the U.S. Government Accountability Office pursuant to authority given to it by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Lewis Hooper & Dick, LLC's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

We agree to retain our audit documentation or work papers for a period of at least eight years from the date of our report.

It is our understanding your intent in engaging our professional services is the reports and financial statements we provide to you under this engagement will be made available to the Kansas Board of Regents, Kansas Division of Accounts and Reports, the County Attorney and Federal Agencies as required. The Kansas Board of Regents, Kansas Division of Accounts and Reports, the County Attorney and Federal Agencies are not entitled to rely upon these professional services after the 31st of May, following the delivery of the report, without our express written agreement. Moreover, as of the time of this engagement, we have not been notified, in writing, or otherwise our report and financial statements rendered under this agreement will be made available to any other person, firm, or corporation for any purpose not specified above. This restriction is not intended to limit distribution of the reports, which upon acceptance become a matter of public record.

During the course of the audit we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

At the conclusion of our audit engagement, we will communicate to the Board of Trustees the following significant findings from the audit:

- Our view about the qualitative aspects of the College's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of Government Auditing Standards, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

If the foregoing is in accordance with your understanding, please indicate your agreement by signing the duplicate copy of this letter and returning it to us. If you have any questions, please let us know. This letter will continue in effect until canceled by either party.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

Lewis Hooper & Dick, LLC



Charles H. Claar, Jr., CPA  
Member-Owner

\*\*\*\*\*

RESPONSE:

This letter correctly sets forth the understanding of Garden City Community College.

Approved by: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

234 South Main  
P.O. Box 1020  
Ottawa, Kansas 66067  
(785) 242-3170  
(785) 242-9250 FAX  
www.agc-cpas.com WEB SITE

 **Agler & Gaeddert** CHARTERED  
Certified Public Accountants

Lucille L. Hinderliter, CPA  
Harold K. Mayes, CPA

W. Keith Gaeddert, CPA  
(Retired)

## SYSTEM REVIEW REPORT

October 28, 2009

To the member/owners' of  
Lewis, Hooper & Dick LLC  
and the Peer Review Committee of the Kansas Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Lewis, Hooper & Dick LLC (the firm) in effect for the year ended July 31, 2009. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in the System review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice of Lewis, Hooper & Dick LLC in effect for the year ended July 31, 2009, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Lewis, Hooper & Dick LLC has received a peer review rating of pass.

*Agler & Gaeddert Chartered*

Agler & Gaeddert Chartered  
Certified Public Accountants





KSCPA Peer Review Program  
Administered by the  
Kansas Society of CPAs



AICPA Peer Review Program  
Administered by the  
Kansas Society of CPAs

January 22, 2010

Gary Alan Schlappe, CPA  
Lewis Hooper & Dick LLC  
405 N 6th  
Po Box 699  
Garden City, KS 67846


Dear Mr. Schlappe:

It is my pleasure to notify you that on January 21, 2010 the Kansas Peer Review Executive Committee accepted the report on the most recent system peer review of your firm. The due date for your next review is January 31, 2013. This is the date by which all review documents should be completed and submitted to the administering entity. If your due date falls between January and April, you can arrange to have your review a few months earlier to avoid having a review during tax season.

As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.

**Please file with the State Board of Accountancy.**

Sincerely,

  
Tom D. Thomas  
Peer Review Committee Chair  
tom@agc-cpas.com 620 342-7641

cc: Harold Mayes Jr, CPA

Firm Number: 10042242 Review Number: 303561

Letter ID387685

P.O. Box 4291 • Topeka, KS 66604-0291  
100 SE 9th Street, Suite 502 • Topeka, KS 66612-1262  
Phone (785) 272-4366 • (800) 222-0452 • Fax (785) 272-4468

February 1, 2011

To: Dr. Emmons  
From: Dee Wigner  
RE: Academic Building Phase III – Summer 2011

GCCC has \$147,709.29 remaining in available American Recovery and Reinvestment Act (ARRA) funds. The money must be spent by June 30, 2011. The federal reporting for these projects becomes more complicated as time goes on. So far, we have been able to comply with the requirements. Reporting has been simplified limiting the expenses paid with ARRA funds to one project, remodeling the Academic Building.

Since the asbestos was removed from the classroom ceilings last summer, the acoustics in the classrooms rooms have been at times unbearable. In order to install drop ceilings, the electrical and ventilation systems need to be reworked in each room. During the remodeling process, it will be necessary to bring the building up to current ADA code which requires widening the existing classroom doorways. We would like to remodel the west hallway classrooms this summer.

The Federal government requires formal Board approval of the project in order to receive for ARRA funds. At this time, I am requesting permission to put this project out for bid so that work can begin immediately after the spring semester – May 2011. Once bids are received, the construction bids will be presented to the Board for final approval.

Proposed plans are to complete Phase III of project as follows:

Phase III

- Remodel west classrooms –upgrade lighting and ventilation; install drop ceiling and exterior windows for entire building; widen doorways and install new interior doors; paint and carpet classrooms
- Installation of technology provided by Shriver trust.

Estimated Costs

GMCN Architects	\$ 19,719
General Contractor	\$252,899
Replacement windows	<u>\$ 28,800</u>
	\$301,418

Proposed cost \$301,418

ARRA	\$147,709 (must be spent prior to June 30, 2011)
Capital Outlay	\$100,000 (money is available in current year capital outlay budget)
General Fund	<u>\$ 53,709</u> (year-end money available in current year budget)
	\$301,418

## FEBRUARY 2011 MONITORING REPORT

### EXECUTIVE LIMITATIONS

QUARTERLY

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 or has family members that have an interest in any company that does business with GCCC, the Board is to be notified.

**Data directly addressing the CEO's interpretation:** When purchases are made from vendors in which employees or trustees have an interest, the purchase is reviewed to assure college purchasing policies have been followed. The Board is notified when such purchases occur.

During the months of November, December and January, the following purchases were made.

Burtis Motor – monthly payment for services covered under annual contract for vehicle repair. Trustee Schwartz recused himself from the vote.

11/19/10	CK #202970	\$2,266.30
12/17/10	CK #203730	\$1,220.27
01/21/11	CK#204209	\$283.04

AmericInn Lodge & Suites – hotel rooms for guest musicians

11/19/10	CK#202962	\$238.50
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### EXECUTIVE LIMITATIONS

QUARTERLY

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:** Preference is given to local vendors. For purchases over \$2,500, local businesses should be selected when their prices is no more than 10% higher than other vendors.

**Data directly addressing the CEO's interpretation:** Purchases made during the previous three months were reviewed. Of the twenty seven purchases that required bid sheets, one bid sheet included bids from local vendors. The purchase was made from a local vendor. The other twenty six bid sheets were for items that are not available locally.



## Personal Enrichment Ends Report – CY2010

### Personal Enrichment: Recipients pursuing individual interests will be personally enriched.

*CEO's Interpretation and its Justification: The President will assure that persons taking personal enrichment classes are satisfied with their courses and that their goal for taking the class was met. This will consist of a class evaluation of all community service, personal enrichment classes. GCCC will offer classes for all ages and will assess needs and wants through personal contact, surveys and popular activities.*

#### 1. Recipients pursuing individual interests will be personally enriched.

##### GCCC Business & Community Education

The citizens of GCCC's service area are surveyed and met with on a regular basis to ensure that their personal enrichment and lifelong learning desires are being met. In 2010, five formal surveys were sent to past students as well as random community members to solicit areas of interest for personal enrichment activities.

New personal enrichment programs developed and implemented in 2010 were Kids' College Spring Break, Osher Institute Lifelong Learning, Mosaic College for Life, and LifeSkills for middle school-aged children. These programs meet the needs of unique populations including children ages 5-13, senior citizens, and special needs adults.

Ongoing courses meeting the needs of individual interests are woodworking, upholstery, motorcycle safety and concealed carry handgun licensure classes. Almost 90 recipients (89) completed the CCHL course in 2010 with another 28 completing the EMS instructor/coordinator course for continuing education credit. Woodworking and upholstery classes have maintained a steady enrollment of approximately 16 students per semester since the courses were moved from the credit curriculum to the non-credit personal enrichment department.

Each personal enrichment class is evaluated by student participants. These evaluations indicate a 99% satisfaction rate among students.

<i>Personal Enrichment</i>	2008	2009	2010
Enrollments	249	175	231
Number of Students	NA	63	170
Number of Businesses	0	0	3
# of Classes Offered	61	52	49
Class Cancellation Rate	65.5%	39%	41%

##### Kids' College 2010

Individual hour-long classes were eliminated and half-day themed camps were offered. This resulted in a streamlined approach to registration for both staff and parents. The student was with the same teacher which promoted quicker rapport, thus quicker influence to learn and grow. Additionally, the Search Institute's 40 Developmental Assets were incorporated into the Kids' College curriculum. Kids' College received a \$4,000 grant from the Center for Children and Families, which provided scholarships for 36 children ages 5-12.

The number of students served increased over the same time period of 2009 by 11 while income increased by \$2,416. The greatest change occurred through the number of paid instructional

## Personal Enrichment Ends Report – CY2010

hours which decreased by 68%, and the number of canceled classes dropped from about 81% to no cancellations.

Kids' College evaluations returned from parents and the children indicated the following results:

**Children** (25 returned):

84% thought the Kids' College week was "Great!"

.12% thought the week was "Good."

.04% thought the week was "Not so good."

**Parents** (9 returned):

100% indicated that their child liked Kids' College camp(s)

100% said that Kids' College enhanced their child's summer

100% said they would enroll their child in Kids' College again

The survey also indicated that 67% of 2010 Kids' College participants had never enrolled in Kids' College in the past.

### Lifelong Learning

Business & Community Services entered a partnership with the University of Kansas' Osher Institute to serve senior citizens with educational programs in broad areas of history and the arts. A \$2,400 grant was awarded from the City of Garden City to subsidize the Osher program. The Finney County Senior Center sponsored the quarterly programs through a membership of \$1,600 for the year. Sixty senior citizens enrolled in Osher Lecture series in 2010.

### Women of Purpose

Garden City Community College Business & Industry Institute was awarded \$2,600 from the Western Kansas Community Foundation Women of Purpose to engage women needing to acquire skills and learn concepts that will lead them to find gainful employment or to upgrade their position in the workplace.

Eight women completed the course on Dec. 4, 2010, and acquired a Career Skills II Certificate through 20 hours of classroom work that included a combination of lecture, hands-on exercises, role playing and informative videos. The course objectives enabled the women to gain customer service skills, communicate more effectively, learn about employer expectations and workplace effectiveness, and leave with a resume and interview skills. Inspiring instructors provided participants with activities to stimulate self-worth and self-confidence by assisting them with resume preparation and interview skills, plus wearing power colors and dressing on a budget.

### Mosaic College for Life

GCCC's Business & Community Education department developed a program for clients of Mosaic to provide annual training that includes life skills classes to include cooking, safety, physical fitness, pet care and financial literacy. The program provides a college experience for adults with intellectual disabilities. More than 30 Mosaic students enrolled in fall 2010, which was the initial semester for the year-long program.

## Personal Enrichment Ends Report – CY2010

### 2. Community outreach will serve the needs of all citizens.

GCCC serves more than 20 counties in southwest Kansas through academic concurrent programs at service-area high schools, Business & Community Education trainings, and grant program services. Counties served by GCCC and its ancillary grant programs include Clark, Comanche, Edwards, Finney, Ford, Grant, Gray, Greeley, Hamilton, Haskell, Hodgeman, Kearny, Kiowa, Lane, Meade, Morton, Ness, Scott, Seward, Stanton, Stevens, and Wichita. Populations served include traditional students, non-traditional students, businesses, students ages 5 through senior citizens, refugees, immigrants, first-generation college students, community coalitions and civic organizations.

GCCC departments providing outreach services include:

- Admissions
- Advising & counseling
- General education
- Financial aid
- Technical education
- Business & Community Education
- Adult Learning Center
- Refugee Center
- Project Destiny High School Equivalency Program (HEP)
- Project KANCO College Assistance Migrant Program (CAMP)
- Small Business Development Center
- Southwest Kansas Regional Prevention Center

#### GCCC Continuing Education & Community 2010 Outreach Services

	ALC	Business & Community Education	CAMP	Educational Talent Search	HEP	SBDC	SWKRPC	TOTAL
<b>People Served</b>	1,375	1,741	13	650	105	640	2,000	<b>6,524</b>
<b>Entities Served</b>	6	165	6	13	6	Above	Above	<b>196</b>
<b>GEDs Issued</b>	77	NA	NA	NA	52	NA	NA	<b>129</b>
<b># of Scholarships Awarded</b>	27	188	13	NA	61	NA	NA	<b>289</b>
<b>Amount of Scholarships</b>	\$5,964	\$13,000	\$30,500	NA	\$48,800	NA	NA	<b>\$98,264</b>
<b># of Students Enrolled @ GCCC</b>	22	NA	13	127	NA	NA	NA	<b>162</b>
<b>FTE of Transition Students</b>	16.6	NA	13	84.2	NA	NA	NA	<b>113.8</b>
<b>Revenue Collected</b>	\$8,705	\$126,929	NA	NA	NA	NA	NA	<b>\$138,634</b>

## Personal Enrichment Ends Report – CY2010

### Community (local, regional, state) organizations currently being served by GCCC employees:

1. Abe Hubert Middle School
2. Bernadine Sitts Intermediate School Site Council
3. Big Brothers Big Sisters Board and Volunteers
4. Boo at the Zoo
5. Broncbuster Athletic Assn.
6. Boy Scout Troop #109; Past Executive Board Member, Santa Fe Trail Council Boy Scouts of America (12 years)
7. Buffalo Jones Elementary School
8. CASA Volunteer Program
9. Citizens Totally Against Graffiti (Finney County)
10. City of Garden City Comprehensive Plan Advisory Committee
11. Commerce Bank Board of Directors
12. Commerce Bank Hispanic Advisory Board
13. Community Health Organization Committee (Haskell County)
14. Community Services Council
15. Community Parades
16. Corporate Meltdown
17. DCHS business/vocational Advisory Board
18. Downtown Vision – economic restructuring and organization committees, Marketfest volunteers, Marketfest scholarships
19. Dodge City Community College Business & Technology Advisory Board
20. Edith Scheuerman Elementary School
21. Emmaus House
22. Family Crisis Services Hotline Volunteer
23. Finney County Alcohol Fund Advisory Committee
24. Finney County Community Health Coalition Board
25. Finney County Economic Development Corp. Board
26. Finney County Head Start
27. Finney County Humane Society Board & Strategic Planning Facilitation
28. Finney County Job Fair Committee
29. Finney County Refugee Task Force Coordinator
30. Finney County Retention & Recruitment Task Force
31. Finney County Sheriff's Department – county fair informational booth and resources
32. Finney County Teen Pregnancy Prevention Coalition
33. Friends of the Lee Richardson Zoo Member
34. Friends of the Finney County Public Library Member, Past Board Member
35. Garden City Area Chamber of Commerce – breakfasts, government affairs committee, business visit committee, MBA luncheons, legislative functions
36. Garden City High School Site Council
37. Garden City Police Department – Underage drinking town hall meetings
38. Garden City Recreation Commission – Santa's Carnival
39. Garden City Youth Pastors and Ministerial Alliance
40. GCHS Business/Vocational Advisory Board
41. GCHS 6<sup>th</sup> Man Club
42. GCHS Volleyball Setters Club
43. Girl Scouts
44. Greensburg Town Square
45. Habitat for Humanity

## Personal Enrichment Ends Report – CY2010

46. Holcomb High School Career Day
47. Holcomb Recreation Commission Board
48. Hutchinson Main Street
49. Iglesia Del Señor – Christian Church
50. Kansas Cavalry, Deputy Regional Commander, Region V
51. Kansas Children’s Service League
52. Kansas Society for Human Resource Management Assn. State Council
53. Kenneth Henderson Middle School
54. Leadership Garden City
55. League of Latin American Citizens (LULAC)
56. Lee Richardson Zoo Advisory Board
57. Liberal Area Coalition for Families
58. MDA Fundraising
59. Mexican Fiesta
60. Mosaic Advisory Board
61. MPAC – Migrant Parent Advisory Council – Garden City & Syracuse
62. National Night Out
63. Project Graduation
64. Relay for Life (American Cancer Society)
65. Rotary Club (Hutchinson, Liberal)
66. Salvation Army
67. Scott County Partners for Youth Council, Inc.
68. Seeds of Hope
69. Seward County Community College Business Division Advisory Board
70. Seward County Area Technical School Automotive Business Management Advisory Board
71. Society for Human Resource Management Assn. of Southwest Kansas
72. Southwest Kansas Live on Stage
73. St. Catherine Hospital
74. Trinity Lutheran Church Preschool Board
75. Tumbleweed Festival
76. 25<sup>th</sup> Judicial District Youth Services (Finney County)
77. United Methodist Mexican-American Ministries
78. United Way Strategic Planning Facilitation
79. USD 457 Discovery – Challenge Course
80. USD 457 Debate tournaments – serving as judges/assistance
81. USD 457 Parent-Teacher Conferences
82. Victor Ornelas kindergarten prep program
83. Voter Registration
84. Western Kansas Community Foundation
85. Western Kansas Human Resource Management Assn. Board
86. Western KS Rural Economic Development Alliance
87. YMCA
88. Youth Entrepreneurship of Kansas

GCHS

PO Box 79 LINCOLN NE 685

Beatrice NE 68310

05 JAN 2011 PM 1 L



GARDEN CITY COMMUNITY COLLEGE  
801 CAMPOS DRIVE

GARDEN CITY, KS 67846



January 4, 2010

Dear Garden City Community College,

Thank you for the memorial gift to the Gage County Historical Society in memory of Katy Kilpatrick. Katy was always interested in history and sharing that knowledge with others. As a board member and president she strived to make this historical society the best in the state. It was important to both Katy and George for the Historical Society to have an Endowment Fund. Your gift will now be part of that Endowment Fund.

Respectfully,

Lesla Arterburn  
Gage County Historical Society Director

2010 TOTAL COMBINED LEVIES IN DOLLARS  
PER \$1000 VALUATION

TAX UNIT	TOWNSHIP OR CITY	TOTAL LEVY
001	Garden City	146.810
002	Garden City DD2	148.658
003	Garden City DD1	149.444
005	Holcomb	160.587
006	Holcomb DD1	163.221
<b>GARFIELD</b>		
010	G 102 PWD	107.477
015	G 457 PWD	112.999
020	G 457	109.690
<b>PLEASANT VALLEY</b>		
025	PV 457	108.249
030	PV 457 DD2	110.097
035	PV 457 PWD	111.558
<b>TERRY</b>		
040	T 457	108.426
045	T 457 JWD	108.426
050	T 363 JWD	107.542
055	T 363	107.542
<b>SHERLOCK</b>		
060	S 363	107.583
063	S 363 DD1	110.217
065	S 363 JWD	107.583
<b>GARDEN CITY</b>		
070	GC 363 JWD	108.229
073	GC 363 JWD DD1	110.863
075	GC 363	108.229
080	GC 363 DD2	110.077
085	GC 457 DD2	110.961
090	GC 457	109.113
093	GC 457 DD1	111.747
095	GC 457 NWID	109.113
100	GC 457 SD1	113.396
105	GC 457 DD2 SD1	115.244
106	GC 457 SD2	114.152
107	GC 457 SD3	109.113
108	GC 457 DD2 SD3	110.961
<b>PIERCEVILLE</b>		
110	P 457	110.164
115	P 457 PWD	113.473
120	P 457 DD2	112.012
<b>IVANHOE</b>		
125	I 457	108.508
130	I 363	107.624

Valuation & Levy Comparisons						
District	2009 Valuation	2010 Valuation	% of Change	2009 Levy	2010 Levy	% of Change
<b>State</b>	492,125,637	451,133,347	-8.33%	1.500	1.500	0.00%
<b>County</b>	492,125,637	451,133,347	-8.33%	37.319	37.236	-0.22%
<b>Community College</b>						
Garden City	492,125,637	451,133,347	-8.33%	20.183	20.238	0.27%
<b>CITIES</b>						
Garden City	141,870,049	153,435,579	8.15%	32.872	33.875	3.05%
Holcomb	8,156,815	8,956,721	9.81%	51.333	53.004	3.26%
<b>RECREATION</b>						
Garden City	141,870,049	153,435,579	8.15%	4.984	5.003	0.38%
USD 363	169,397,317	157,484,945	-7.03%	3.993	3.802	-4.78%
<b>Townships</b>						
Garden City	95,995,392	74,128,974	-22.78%	1.206	1.181	-2.07%
Garfield	10,955,199	11,316,700	3.30%	1.977	1.758	-11.08%
Ivanhoe	44,615,412	26,639,973	-40.29%	0.502	0.576	14.74%
Pierceville	15,944,744	14,167,845	-11.14%	2.506	2.232	-10.93%
Pleasant Valley	5,217,836	4,672,669	-10.45%	1.068	0.317	-70.32%
Sherlock	134,656,295	109,347,740	-18.79%	0.786	0.535	-31.93%
Terry	42,870,710	48,467,146	13.05%	0.495	0.494	-0.20%
<b>School Districts</b>						
USD 457 General	297,198,374	268,027,875	-9.82%	20.000	20.000	0.00%
USD 457	318,492,863	289,359,097	-9.15%	25.198	28.958	14.92%
USD 363 General	167,386,233	155,444,920	-7.13%	20.000	20.000	0.00%
USD 363	169,397,317	157,484,945	-7.03%	21.252	24.272	14.21%
USD 102 General	4,132,314	4,188,502	1.36%	20.000	20.000	0.00%
USD 102	4,235,457	4,289,305	1.27%	23.680	23.436	-1.03%
<b>Drainage Districts</b>						
Drainage District 1	33,066,899	33,155,553	0.27%	3.741	2.634	-29.59%
Drainage District 2	29,055,503	32,422,688	11.59%	1.035	1.848	78.55%
<b>Sewer Districts</b>						
Eastside Sewer #1	2,016,581	2,070,550	2.68%	4.263	4.283	0.47%
Sewer #2	4,553,002	5,110,954	12.25%	5.041	5.039	-0.04%
<b>Watershed Districts</b>						
Pawnee	12,000,943	12,214,023	1.78%	3.510	3.309	-5.73%

2010 ABSTRACT Of Valuation and Tax Levies For Finney County, Kansas		
PROPERTY CLASS	VALUATION	TAX
<b>REAL ESTATE</b>		
Residential	\$ 125,497,200	\$ 17,106,510.83
Agriculture	\$ 20,237,472	\$ 2,194,819.04
Vacant Lots	\$ 1,602,740	\$ 218,771.36
Other	\$ 322,782	\$ 39,911.84
Not-for-Profit	\$ 173,226	\$ 23,276.88
Industrial & Commercial	\$ 88,949,342	\$ 11,786,304.57
<b>TOTAL REAL ESTATE</b>	<b>\$ 236,782,762</b>	<b>\$ 31,369,594.52</b>
<b>PERSONAL PROPERTY</b>	<b>\$ 19,771,621</b>	<b>\$ 2,363,980.59</b>
<b>MINERAL LEASEHOLD</b>	<b>\$ 96,004,066</b>	<b>\$ 10,405,055.98</b>
<b>STATE ASSESSED UTILITIES</b>	<b>\$ 98,549,187</b>	<b>\$ 10,737,771.94</b>
<b>TOTAL ALL PROPERTY</b>	<b>\$ 451,107,636</b>	<b>\$ 54,876,403.03</b>

**2010 FINNEY COUNTY, KANSAS TAX LEVY SHEET - Levies shown are taxes per \$1000 valuation**

State Levies:	K.S.A.	Levy
<b>Valuation: \$ 452,086,875</b>		
Education Building	76-6b01	1.000
State Institutions Building	76-6b04	0.500
<b>TOTAL</b>		<b>1.500</b>

County Levies:	K.S.A.	Levy
<b>Valuation: \$ 452,086,875</b>		
General	79-1946	18.518
Road and Bridge	70-1947	5.596
Bond & Interest	10-113	0.000
Aging	12-1680	0.829
Ambulance	65-6113	2.004
Employee Benefit	12-16, 102	4.946
Economic Development	19-4102	0.251
Fair/Fairgrounds	2-129	0.551
Health	65-204	1.047
Historical Museum	19-2651	0.440
Library	12-1220	1.904
Mental Retardation	19-4004	0.649
Noxious Weed	2-1318	0.501
<b>TOTAL</b>		<b>37.236</b>

Community College:	K.S.A.	Levy
<b>Valuation: \$ 452,086,875</b>		
Garden City		
General	71-204	19.158
Capital Outlay	71-501	1.080
<b>TOTAL</b>		<b>20.238</b>

CITIES:	K.S.A.	Levy
<b>Valuation: \$ 153,852,068</b>		
<b>GARDEN CITY</b>		
General	79-1952	22.525
Airport	03-113	2.652
Bond & Interest	10-113	8.698
Employee Benefit	12-16,102	0.000
Building	12-1737	0.000
<b>TOTAL GARDEN CITY</b>		<b>33.875</b>
<b>Valuation: \$ 8,981,405</b>		
<b>HOLCOMB</b>		
General	79-1952	53.004
Bond & Interest	10-113	0.000
<b>TOTAL HOLCOMB</b>		<b>53.004</b>

RECREATION:	K.S.A.	Levy
<b>Valuation: \$ 153,852,068</b>		
Garden City	12-1927	5.003
<b>Valuation: \$ 157,551,865</b>		
<b>USD 363</b>		
Recreation	72-1927	3.317
Recreation Employee Benefit	12-1928/75-61	0.485
<b>TOTAL</b>		<b>3.802</b>

UNIFIED SCHOOL DISTRICTS:	K.S.A.	Levy
<b>Valuation: \$ 4,294,958</b>		
<b>USD 102</b>		
General - (\$4,188,502)	72-6409	20.000
Bond & Interest	10-113	8.628
Supplemental General	72-6435	14.808
Capital Outlay	72-8803	0.000
<b>TOTAL</b>		<b>43.436</b>

<b>Valuation: \$ 157,551,865</b>		
<b>USD 363</b>		
General - (\$155,444,920)	72-6409	20.000
Bond & Interest	10-113	7.270
Capital Outlay	72-8803	4.022
Supplemental General	72-6435	12.98
<b>TOTAL</b>		<b>44.272</b>

<b>Valuation: \$ 290,240,052</b>		
<b>USD 457</b>		
General - (\$268,027,875)	72-6409	20.000
Supplemental General	72-6435	17.201
Bond & Interest	10-113	9.756
Capital Outlay	72-8803	2.001
<b>TOTAL</b>		<b>48.958</b>

TOWNSHIPS:	K.S.A.	Levy
<b>Valuation: \$ 74,463,647</b>		
Garden City		
Fire	79-1962	1.181
<b>Valuation: \$ 11,327,908</b>		
Garfield		
General	79-1962	0.722
Fire	79-1962	1.036
<b>TOTAL</b>		<b>1.758</b>

<b>Valuation: \$ 26,714,449</b>		
Ivanhoe		
Fire	79-1962	0.576
<b>Valuation: \$ 14,209,943</b>		
Pierceville		
General	79-1962	1.508
Fire	79-1962	0.724
<b>TOTAL</b>		<b>2.232</b>

<b>Valuation: \$ 4,685,070</b>		
Pleasant Valley		
Fire	79-1962	0.317
<b>Valuation: \$ 118,363,159</b>		
Sherlock		
Fire	79-1962	0.535
<b>Valuation: \$ 48,470,631</b>		
Terry		
Fire	79-1962	0.494

DRAINAGE DISTRICTS	K.S.A.	Levy
<b>Valuation: \$ 33,285,031</b>		
Drainage District No. 1		
General		24-512
Drainage District No. 2		
<b>Valuation: \$ 32,553,961</b>		
General	24-512	1.848

SEWER DISTRICTS:	K.S.A.	Levy
<b>Valuation: \$ 2,123,050</b>		
Eastside Sewer District No. 1		
General	19-27a09	4.283
<b>Valuation: \$ 5,112,715</b>		
Sewer District No. 2		
General	19-27a09	5.039

WATERSHED DISTRICT	K.S.A.	Levy
<b>Valuation: \$ 12,225,252</b>		
Pawnee		
General	24-1208	3.309

State of Kansas  
County of Finney

I, ELSA ULRICH, COUNTY CLERK IN AND FOR SAID COUNTY AND STATE, DO HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT STATEMENT OF THE LEVIES FOR THE YEAR 2010.

**FINNEY** *KS*  
**COUNTY** *KS*



## **INCIDENTIAL INFORMATION**

**February 2011**

### **Steve Quakenbush-Director of Information Services**

Five members of the Southwest Kansas news media have served as the panel of questioners during the four public forums for GCCC's presidential candidates. The journalists include Eric Allen, Western Kansas Broadcast Center news director; Jerry Curry, Garden City Telegram education reporter; and Angie Haflich, reporter for Silhouette, the campus newspaper. The panel also included Brett Riggs, Garden City Telegram managing editor, during the first two forums; and Dena Sattler, Garden City Telegram editor and publisher, during the final two forums. Beth Tedrow, retired dean of student services, served as moderator, at all four sessions.

Another element has been added by the Chronicle of Higher Education journalists who visited GCCC in November and published articles and pictures in the "Postcards" online blog series at the Chronicle's website. The latest addition, entitled "The Game Plan," is a story and video about the Broncbuster Rodeo Team. The previous essays, also still accessible at [www.chronicle.com](http://www.chronicle.com), focused on the GCCC Meats Team, the GCCC Industrial Ammonia Refrigeration Program, and the immigrant and refugee services provided by the GCCC Adult Learning Center.

The GCCC Information Services and Publications Office has completed a survey of traditional-age students, collecting information on which social and mass media messages and advertising were most effective in attracting the students and prompting them to enroll. The survey also pinpointed the attributes of GCCC that students found most attractive, as well as factors such as family and recruitment efforts that affected their college choices. Based on 344 completed responses, gathered via electronic means as well as at enrollment and in College Skills Development classes, the survey has a maximum margin of error of 5.7 percent. The questionnaires and methodology drew on assistance from The Research Partnership, Inc., a professional market research firm in Wichita, and the results can be used to adapt and refine the ways that GCCC is promoted among potential traditional-age students.

The 2011 GCCC Art Faculty Exhibition was opening Feb. 6 in Mercer Gallery, with a public reception from 1 to 3 p.m. The exhibition features ceramic creations by Brian McCallum and paintings by David Kinder, and it will continue through Feb. 20, with viewing hours of noon-4 p.m. weekdays and 2-5 p.m. Sundays.

The GCCC Concert Choir and the College Singers Ensemble will present the 2011 GCCC Valentine Concert at 7:30 p.m. Feb. 10 in the auditorium of the Pauline Joyce Fine Arts Building, featuring selections by both groups as well as a number of smaller ensembles.

The 2011 Regional Science Olympiad will take place at GCCC, with competition scheduled 8:30 a.m.-1:30 p.m. Feb. 10 at the Warren Fouse Science and Math Building, plus additional campus locations, for area high school students. That will be followed Feb. 11 with competition involving area middle school students. Top teams will advance to state competition in April.

A stage production entitled "Verses of Love" will take place at 7:30 p.m. Feb. 12, 13 and 14 in the auditorium of the Pauline Joyce Fine Arts Building, featuring an evening of art, plays, songs, instrumental music and dance, plus a touch of Shakespeare, focused on a theme of romance. The event is coordinated by Phil Hoke, GCCC drama director. Admission is \$5 on either of the first two evenings, and \$10 on Feb. 14, when the event will open with a special chocolate reception.

College Goal Sunday will take place 2-4 p.m. Feb. 13 at the Garden City High School cafeteria, offering Southwest Kansas students and families help in applying for financial assistance to attend college or vocational-technical school. About 30 campus and community volunteers will assist at the event, which

is taking place simultaneously at more than 20 locations across Kansas and hundreds of sites throughout the nation. Kathy Blau, GCCC financial aid director, is the local coordinator and the statewide chairman for the annual event.

GCCC's Fourth Annual African-American Read-In is scheduled 8:30 a.m.-4 p.m. Feb. 14 in the portico of the Beth Tedrow Student Center, including ongoing reading aloud from works by African-American Authors. The National Literacy Council-affiliated event is part of Black History Month, and it is sponsored jointly by the GCCC Black Student Union chapter and the GCCC English Department. All readers are welcome and may bring works of their own or use books provided. The read-in is conducted in memory of GCCC student Kevin Wilson, who died in 2008.

The 2011 Phi Theta Kappa All-Kansas Academic Team Awards Luncheon has been scheduled for noon-2 p.m. Feb. 17 at the Ramada Inn, Topeka, honoring top community college scholars from across Kansas, including Melissa Conway and Audrey Rupp of GCCC. The event is sponsored by PTK International, the Kansas Association of Community College Trustees and Kansas Council of Community College Presidents.

GCCC and the Garden City Telegram are jointly sponsoring "Gettin' in the Groove – Three days of Jazz in Garden City. The series includes the Garden City Jazz Festival Concert, 3 p.m. March 6 in the auditorium of Pauline Joyce Fine Arts Building, featuring the Southwest Kansas All-Star Big Band and high school musicians; the Jazz Ambassadors of the U.S. Army Field Band, 7:30 p.m. March 7 in Clifford Hope Auditorium at Garden City High School; and Tribute to the Tooth, tentatively set for 7 p.m. March 8 in Clifford Hope Auditorium, featuring a group of top U.S. jazz musicians gathering to honor the memory of the late Grammy-nominated jazz pianist and composer Frank Mantooth. The Mantooth tribute will also draw on support from additional sponsors.

### **Bob Larson-Athletic Director-Dennis Perryman Athletic Complex**

#### **KJCCC All Conference Fall 2010**

##### **Men's Soccer      GPA**

Anthony Lourenco	3.8
Guilherme Silva	4.0

##### **Women's Soccer      GPA**

Christina Banuelos	3.75
Brooke Feikert	3.5
Dora Herrera	3.5
Amanda Himple	3.8
Jessica McKinney	4.0
Larissa Elad	3.5

##### **Cross Country Women      GPA**

Heather M Kochivar	3.8
Shayla M Niermeier	3.6

##### **Cross Country Men      GPA**

Caimen Bussen	3.8
Zach Bainter	3.8
Abraham Martinez	4.0
Leandro Santillan	4.0

<b>Football</b>	<b>GPA</b>
Jacob Bjostad	3.8
Kenyattus Cook	3.8
Clement Fellhoetler	4.0
James Harrison	3.67
David Hawk	3.87
Clinton Johnson	3.8
Keithan Martin	3.8
Bryon O'Rourke	3.76
Justin Skelton	4.0
Chris Wilson	4.0

In football we have hired Coach Lou West as our Defensive Coordinator and Coach Joe Price as our Offensive Coordinator. Coach West has been in the profession for many years and brings a wealth of experience to our staff. Coach Price comes back to his alma mater where he will coach the offensive line after coaching at Liberal High School most recently.

Our softball fields at the Tangeman Complex, now has very nice seats that have the brown and gold colors as part of their design. They do a nice job of complementing a great facility.

The athletic department has gone through reorganization by naming Greg Greathouse HPER Division Director in charge of all physical education classes, as well as serving as our third certified athletic trainer. He has done an outstanding job, in the absence of Dan Evans, while Dan bonds with his new baby boy, Samuel Elias Evans. We have also implemented guidelines to have better understanding of policies such as accountability, dress code, and communication. We are now having monthly meetings with all head coaches to discuss any ongoing issues.

### **Kevin Brungardt-Dean of Academics**

Steve Thompson and Lachele Greathouse have been working with the dean of academics to get the essential computer skills class ready for fall. At the present time, they are working on a placement test and they are comparing curriculum of other computer classes to see which classes students will be able to take in place of the essential skills class.

### **Science and Math Division**

Instructors from the Science and Math division will be hosting the Science Olympiad on February 10 and 11. The Olympiad is a yearly event sponsored by the Kansas State High School Activities Association providing a competitive format for area high school and middle school teams. The high school competition will take place on Thursday the 10<sup>th</sup> this year with the middle school competing on the 11<sup>th</sup>. We will have teams from 7 area high schools and the same number from area middle schools.

### **Social Science Division**

The Social Science division is busy with class work, planning, and scheduling for fall. During the semester, the Economics department will be working with the Social Science division director and the dean of academics to study the feasibility of developing a Financial Literacy class. The purpose of this class will be to teach essential financial skills to our students in areas such as financial aid, insurance, loans, retirement, savings, and overall money management. Recent reports reveal that the typical college student does not have a good grasp of financial matters and we feel that such a class will fit well into the mission of the college.

The college chapter of PTK will be honoring Audrey Rupp and Melissa Conway at the annual PTK dinner held in Topeka on February 17.

## Humanities and Fine Arts Division

The art department hosted a Ceramic Art Workshop from 5:30 to 6:30 on Friday, February 28, and all day on the 29<sup>th</sup>. This event was organized by Brian McCallum. Brian's ceramic work will be displayed along with selected pieces from Dave Kinder in the Mercer Gallery during the month of February.

Clay Wright, director of vocal music, and Phil Hoke, drama director, will have students performing in the Fine Arts auditorium in celebration of Valentine's Day. The Concert Choir and College Singers Ensemble will perform on the 10<sup>th</sup> and the drama department's "Verses of Love" will be the 12<sup>th</sup>, 13<sup>th</sup>, and 14<sup>th</sup>.

The Reading Department is beginning the process of looking at its curriculum in order to update it to better meet the needs of students and ensure proper placement. We have experienced difficulties getting students in the right level of reading that they need. I have asked the reading instructors to research developmental reading workshops and conferences to find what others are doing to address similar problems. With the help of Ryan Ruda, we will bring a consultant from ACT to campus to talk to us about the reading curriculum and how it aligns with the Compass placement assessment.

## Lenora Cook-Dean of Technical Education

### State Examination Results

Eight EMT and twelve First Responder students from the Fall 2010 class all passed their state practical exams and are now preparing for their National written exams. The First Responder class is composed of high school students and is a part of the centers of excellence. We have sixteen high school students enrolled in the First Responder class for Spring 2011.

Thirteen students graduated from the Practical Nursing Program in December 2010. While we are awaiting the official NCLEX results, all thirteen students have reported to us that they have passed the NCLEX and are licensed to practice nursing in Kansas.

### Student Retention Efforts

As a part of the Title V grant initiative, tutoring sessions with the practical nursing students started last week. Twelve students attended the first session this past Wednesday and eight students attended the Friday session which was specially designed to help them review for a Nursing Fundamentals Test this coming week.

### Student Activities

The 2011 Meats Team earned Reserve Champions at the National Western Meats Contest January 14<sup>th</sup> and 15<sup>th</sup>. The team won Pork Judging, were 2<sup>nd</sup> in Questions, 3<sup>rd</sup> in Total Beef and Beef Grading, 4<sup>th</sup> in Lamb and Beef Judging and 5<sup>th</sup> in Placings.

Individuals: **Charles Blattner** (Cimarron) scored 904 points and was 3<sup>rd</sup> High Individual overall placing 1<sup>st</sup> in Pork Judging, 6<sup>th</sup> (tie for 5<sup>th</sup>) in Questions, and 8<sup>th</sup> in Placings and Beef Grading. **Jacob Fish** (Hillsboro) was 4<sup>th</sup> overall scoring 902 points while being 3<sup>rd</sup> in Questions, 4<sup>th</sup> in Beef Judging and 5<sup>th</sup> in Lamb Judging and Total Beef. **Ashley Plescourt** (Eustis, NE) was 10<sup>th</sup> overall scoring 881 points while placing 6<sup>th</sup> in Pork Judging. **Marissa Amos** (Cope, CO) was 17<sup>th</sup> overall scoring 856 points while placing 9<sup>th</sup> in Beef Judging and Questions.

Alternates competing for GCCC included: **Dylan Freeman** (Satanta) was 4<sup>th</sup> Alternate scoring 861 points, **Bailey Folker** (Johnstown, CO) was 8<sup>th</sup> Alternate scoring 856 points, **Alyssa Heitschmidt** (Garden City) was 9<sup>th</sup> Alternate scoring 844 points, **Jada Hardaway** (Meade) was 13<sup>th</sup> Alternate scoring 838 points, **Travis Sharp** (Holcomb) was 15<sup>th</sup> Alternate scoring 832 points, **Garrett Lightner** (Garden City) was 25<sup>th</sup> Alternate scoring 787 points and **Megan Bartel** (Garden City) was 29<sup>th</sup> Alternate scoring 751 points.

### Industry Partnerships

Follow up on Tyson's request for welding training for their maintenance employees: Eight Tyson employees started a 14 week Gas Tungsten Arc Welding (GTAW) course last Friday, January 29, 2011.

The students started out with shop safety rules and basic GTAW setup. Each student performed a placement test on Stainless Steel plate and Stainless Steel pipe. These welds were photographed to initiate a portfolio for each employee. A portfolio will be used in this class to showcase the employees work and exhibit their efforts and progress toward meeting the competencies of the course.

**Cathy McKinley-Dean of Continuing Education & Community Service  
Adult Learning Center**

**Business & Community Education**

Two new employees joined the Business & Community Education department in January. Mel Galvez is the Programming Assistant and Pam Powers is the Information Specialist and Reservations Coordinator.

Tyson Fresh Foods was awarded a \$5,000 training grant by the Finney County Economic Development Corp. GCCC’s Business & Community department is providing the **Team Leadership training to 96 of Tyson’s managers** and supervisors over the course of January and February.

The Business & Community Education spring curriculum began in mid-January and plans for **Kids’ College Spring Break** are in full swing. Kids’ College Spring Break provides children ages 5-12 the opportunity to spend their spring break on the GCCC campus. This is the second year for this program. In 2010, the inaugural year, nine students participated in the course.

Business & Community Education staff represents GCCC at the annual **Corporate Meltdown**, which is a partnership among GCCC, Garden City Recreation Committee, Finney County Extension and Mexican-American United Methodist Ministries. Several of the Corporate Meltdown programs are held on the GCCC campus and the Super Circuit is one of the fitness facilities that participates in the event.

Business & Community Education staff also volunteered or attended activities sponsored by Sunflower Electric Power Corp., Garden City Area Chamber of Commerce, Finney County Senior Center, Tyson Fresh Meats, and Finney County Economic Development Corp.

**Business & Community Education Classes – January 2011**

	<b>Course</b>	<b>Enrollments</b>
<b>Contract Trainings</b>	Line Dancing – Mosaic College for Life	12
	Team Leadership – Tyson	42
<b>Open Enrollment</b>	Upholstery	7
	Woodworking	8
	Excel Fundamentals	7
<b>Online</b>	Insurance CEUs	1
	<b>TOTALS</b>	<b>77</b>

**Project Destiny – Year 5:**

Project Destiny has submitted a new grant proposal to the U.S. Dept. of Education in collaboration with Kansas State University and Colorado – Boces in Pueblo, to continue offering the **High School Equivalency Program** at these three sites. A response from the government is expected to arrive by July/Aug. 2011.

Services at GCCC through HEP continues to offer Spanish GED classes in Syracuse, Lakin, Scott City, Ulysses, and Garden City.

**Project KANCO – Year 2:**

Project KANCO will be awarding **\$33,000 in scholarships**, plus the cost of books and materials as needed, this spring semester to **18 full-time GCCC students**.

This semester KANCO participants are majoring in:

<b>KANCO Spring 2011 – Majors</b>
<b>Business – 5 students</b>
<b>Nursing – 2 students</b>
<b>Architecture</b>
<b>Communications</b>
<b>Pre-Veterinary</b>
<b>Aviation</b>
<b>Education</b>
<b>TECHNICAL PROGRAMS</b>
<b>John Deere Program</b>
<b>Criminal Justice -2 students</b>
<b>Dental Hygienist</b>
<b>Fire Science – 2 students</b>

### **Educational Talent Search (ETS)**

#### *ETS challenges and solutions*

- *Challenges:*
  1. Getting information out to staff and faculty members at the college as well as the community about what our grant does.
  2. Getting students to take advantage of ETS services such as tutoring
- *Solutions:*
  - 1a. Brainstorm ways to tell others about our program
  - 2a. Contacting parents and students personally who need services

### **Small Business Development Center**

Greg Panichello has replaced Wally Kearns as state SBDC director. Greg was the state director of the Utah SBDC program and has worked as a center director and consultant as well when he was with the Oregon SBDC program. He was on the review team for the GCCC SBDC national accreditation two years ago and was so impressed with Kansas that he wanted to become a part of the team. Wally and Greg came to GCCC this month and were able to meet with Dr. Emmons, Dee Wigner and Cathy McKinley as well as our KSBDC staff. After that meeting Director Pat Veasart joined them on a trip to the SCCC/ATS Outreach Center in Liberal and then on to Greensburg to our Outreach Center there. We were able to tour part of the ATS lab that the KSBDC has worked with at SCCC/ATS and we met with administrators and city leaders in both locations.

Pat was the featured speaker for the Professional Accountants Association of Kansas Q1 meeting in Garden City. Pat and Cheryl met with the area MAMTC representative and the local YEK (Youth Entrepreneurship of Kansas) representative. We collaborate with both of these partners whenever we can and are looking forward to some fun activities with YEK this spring. Pat participated in an Economic Development Directors roundtable in Dodge City. She also presented a “Steps to Startup” Workshop to a small but highly enthusiastic group. Several other meetings were postponed due to weather and we will report on these projects in the months to come.

Pat, Cheryl and Kathy attended the GCCC in-service. The regional team met in Greensburg following the state directors meeting for our Q1 planning session. They followed that meeting with a computer

training session in Garden City covering our client information system. The goals planning for the GCCC plan has been completed and submitted to our Dean. Pat will close out the month in Topeka for a Kansas Cavalry Board meeting, serving as the Deputy Regional Commander.

### **Southwest Kansas Regional Prevention Center**

The Southwest Kansas Regional Prevention Center is participating in discussions statewide that will result in a strategic plan for prevention. We are helping a local coalition, the Finney County Community Health Coalition; prepare to apply for Violence Prevention Funding through Catholic Health Initiatives. The coalition received permission to apply for this sizable grant after submitting a pre-application. The Liberal Area Coalition for Families is conducting a local and regional assessment and preparing to apply for a five year Drug Free Communities Grant. We are constantly challenged to build our workforce for prevention and to bring good evidence-based tested effective programs, policies, and practices to southwest Kansas.

### **Dee Wigner-Dean of Administrative Services**

The Board packet included the 2010 Abstract of Valuation and Tax Levies for Finney County, Kansas. The levy for GCCC was \$452,086,875; the budget was built on a tax levy of \$451,993,982. The difference will be insignificant.

The Business Office processed the following forms for 2010:

3,517	1098-T Forms were mailed to students
70	1099 Forms were mailed to vendors

January has been a busy month for the Payroll Office. A total of 717 W-2 Forms were processed for wages totaling \$10,493,877. The forms were available for distribution on January 27. Payroll tax tables for 2011 have been adjusted to reflect the 2% decrease in employee social security taxes.

Over 200 benefited employees met individually with two American Fidelity representatives during Section 125 sign up (Nov 20 – Dec 6) to discuss benefit options. Two new products were offered; accident insurance and a HSA protection policy.

The GCCC Central Services department supports the college's print, binding, mail and distribution requirements. Print jobs range from course packs, exams and weekly handouts to color posters, booklets, brochures and short-run invitations. The department also provides printing services for grant-funded programs and all departments on campus. The print shop completes an average of 200,000 impressions per month, and enters roughly 9,000 impressions per day.

To better serve the needs of the college and to keep pace with growing volumes of copy work, a committee is being formed to review campus-wide copy needs. Many of the copy machines on campus are over 10 years old and need to be replaced.

After reviewing office supply requests and off-campus office supply purchases by individual departments, it was determined that Central Services will no longer carry office supplies. Central Services will continue to stock an inventory of GCCC forms and envelopes. Individual departments can order office supplies direct from local vendors. The closing of the Supply Center in Central Services is proceeding on schedule and will meet the Friday, February 4, deadline in order to eliminate the current office supply inventory.

### **PROJECT STATUS:**

### Shriver Trust

The IT Department has worked diligently to complete the installation of all computers and monitors purchased with the trust funds. At this time, they are working on the installation of the wireless access points, the sound systems and the projectors.

### Warren Fouse Building

The final phase of this project is almost complete. There is some minor electrical work to be completed by Wallace Electric. A final accounting of the construction project will be provided the Board as soon as the project is complete.

### **Deanna Mann – Dean of Institutional Effectiveness & Enrollment Services**

#### **Ryan Ruda-Dean of Student Services**

The admissions office staff has been working hard to increase the visibility of GCCC to prospective students through individual campus tours. As of the end of January, approximately 140 tours have been conducted as compared to less than 120 in January 2010, and 115 through January 2009.

During the High Plains Tournament, 211 people completed entry forms for the GCCC drawing. These entry forms are used as recruiting opportunities when appropriate. Twenty-five faculty and staff helped Admissions with the booth during the 3-day tournament. Their assistance is very much appreciated as we showcase the college and programs to visitors to our campus.

The Financial Aid office wrapped up a series of Financial Aid Information nights at 10 area high schools. During these sessions, 273 students and parents were given information on types of aid available, application processes and deadlines, scholarship information, and general financial planning for college. This is a service that the financial aid office provides to our service area to assist all students and families, regardless of choice of college.



February 1, 2011

To: Dr. Emmons  
From: Dee Wigner  
RE: Broncbuster Bistro

The Broncbuster Bistro is operated by Great Western Dining (GWD), the college's food service provider. The college has been subsidizing the Bistro since its opening. Under the current contract with GWD, the college subsidizes up to \$10,000 per year. In addition to the subsidy, the college pays GWD \$25 per semester per dorm student for Bistro Bucks. Bistro Bucks cost approximately \$1,500 annually. This payment offsets the Bistro operating loss sustained by GWD.

Food service has tried several marketing strategies to increase sales in the Bistro. Nothing seems to work. Once the student's Bistro Bucks are spent, sales drop off significantly.

In lieu of raising board prices for dorm students, we are proposing that we no longer fund Bistro Bucks and that the Student Government Association develop possible alternatives to the snack bar.