

June 14, 2013

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

Dear Trustees:

The Board of Trustees will meet in regular session on **Tuesday, June 18, 2013**. The meeting will be held in **Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner in the Broncbuster Room
6:00 PM Regular board meeting called to order in the Endowment Room

I. CALL TO ORDER:

- A. Comments from the Chair
- B. Open comments from the public
- C. Introduction of new employees
- D. Student Government Report
- E. Report from Faculty Senatepg 3

AGENDA

II. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (May 21, 2013)pg 17
- B. Approval of personnel actions-Human Resources.....pg 22
 - B-1 Human Resources Reportpg 23
 - B-2 Adjunct/Outreach Contractspg 24
- C. Financial informationpg 27
 - C-1 Checks processed in excess of \$20,000pg 28
 - C-2 Revenuespg 29
 - C-3 Expensespg 31
 - C-4 Cash in bankpg 37
- D. Approval of purchases over \$20,000
 - D-1 Athletic Field Enhancements.....pg 38
 - D-2 Score/press table with LED display.....pg 39
 - D-3 Mezzanine Repair- East Units.....pg 40
 - D-4 Purchase of Passenger Vans.....pg 42
 - D-5 Athletic Insurance.....pg 43
 - D-6 Worker's Compensation Insurancepg 47
 - D-7 Datatel Software Maintenance.....pg 50
 - D-8 Great Western Dining Agreement.....**pg 51**

III. OTHER

- A. Approval of Resolution 2013-01-HB-2052 (Gun Bill)pg 58 **Action**
- B. Approval of Resolution 2013-02-Lease Purchase Agreement.....pg 65

IV. JD ADAMS PARTNERSHIP-USD 457..... No Action

VI. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS..... **Action**
 - A-1 Monitoring Report – Executive Limitation, Compensation/Benefits, Annual, #1, #2, #3 ..pg 69
- B. Review Monitoring Report
 - B-1 Executive Limitation, Executive Constraints #9, #10
 - B-2 Executive Limitation, Treatment of People #2, #3, #4, #5
- C. Board Process and Policy Governance Review

VII. OWNERSHIP LINKAGE:

VIII. REPORTS:

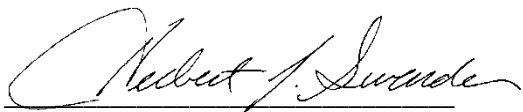
- A. President’s report
 - A-1 Incidental Informationpg 71
- B. Report from KACCT Retreat at Dodge City Community College, June 7-8
- C. Report from Finney County Economic Development Corporation

Upcoming Calendar Dates:

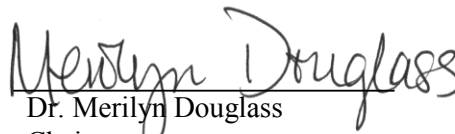
- July 4-5 Fourth of July Holiday – NO CLASSES – OFFICES CLOSED
- July 9 Regular monthly meeting, Endowment Room. Dinner 5:00 p.m. call to order at 6:00 p.m.
- Aug. 13 Regular monthly meeting, Endowment Room , Dinner 5:00 p.m. call to order at 6:00 p.m.
- Aug. 14 Faculty report-division/department day
- Aug. 15 Full-time faculty/staff in-service
- Aug. 21 Classes begin
- Sept. 2 Labor Day - NO CLASSES - OFFICES CLOSED

VI. EXECUTIVE SESSION

VII. ADJOURNMENT



Dr. Herbert J. Swender, Sr.
President



Dr. Merilyn Douglass
Chairman

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

Five Ends: *Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, Workforce Development.*

Purposes for Executive Sessions

- a. Personnel matters of non-elected personnel b. Consultation with the body's attorney
- c. Employer-employee negotiation
- d. Confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorship
- e. Matters affecting a student, patient, or resident of public institutions
- f. Preliminary discussions relating to acquisition of real property g. Security, if open discussion would jeopardize security



Faculty Senate
801 Campus Drive
Garden City, KS 67846

2012-2013
Linda Morgan, President
Terry Lee, Vice-President
Leonard Rodenbur, Secretary
Larry Pander, Senator
Pati Pfenninger, Senator
Deb Robinson, Senator
Stacey Carr, Alternate

Faculty Senate Report
June 18, 2013

Faculty Senate Update:

- Surveyed the faculty, compiled and developed a faculty position paper in response to the SGA proposed Tobacco Free Campus. Materials attached to this report.
 - May 2013 Faculty Senate Position Statement and faculty comments
 - Historical 2011 Faculty Senate survey results for campus Tobacco Free Campus
 - Historical. 2010 Faculty Senate response to SGA proposal
- Continuation of discussions and meetings with Dr. Exstrom and Dr. Swender periodically throughout the summer are planned.
- Faculty Senate information and minutes are located on the GCCC Website
 - <http://www.gcccks.edu/generalinfo/facultysenate/default.aspx>



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Date: June 18, 2013

To: GCCC Board of Trustees

From: Faculty Senate

Re: Tobacco Free Policy proposed by SGA

On behalf of the college faculty, Faculty Senate would provide the following:

1. **Attachment.** In December 2010, Faculty Senate prepared and sent the attached memorandum to SGA in response to tobacco free proposal.
2. **Attachment.** In 2011, Faculty Senate and the TLC conducted a campus wide survey of faculty and staff. The results are attached.
3. Faculty Senate was not approached during the 2012-2013 school year by SGA for input into the SGA proposal submitted to the Board of Trustees on May 21, 2013.
4. Faculty Senate sent the May 21st proposed policy to all faculty members for their input and comments. 22 faculty responded by email to the proposal. The full context of their comments is included as an attachment. Approximately 97% of those commenting are non-tobacco users. Without taking a poll, approximately 90% or greater of the faculty are non-tobacco users.
6. The faculty concerns have not changed a great deal from initial concerns in 2010. These concerns have not been answered in the current SGA proposal.

The primary issues are as follows:

1. Legalities: General statement. Violations of tobacco laws **are chargeable offenses with a court system in place to handle violations and appeals** for the State of Kansas and the City of Garden City
 - a. SGA's proposal lists penalties which are quite severe with no due process procedures in place. This forces administrators, supervisors, teachers and coaches into a 'police' role to issue written warnings and 'tickets'.
 - b. *Possession of tobacco related products on campus property is not clearly defined and there is no mention of how this is legally enforceable. Tobacco and related materials are not illegal to possess.
2. Public safety and relationships. With no option on campus property, the proposal forces visitors, students and staff to property adjacent to GCCC (trespassing), the middle of the street (safety) or simply not coming to our college for events or services. The number one advertiser for college events is smokeless tobacco, particularly in rodeo and baseball.

Faculty Senate would put forth the following recommendations:

1. Provide three or four locations on campus in areas that are less visible to the public and designate as official smoking areas. Provide appropriate depository devices and trash cans. Clearly designate signage so it is clear for visitors where the designated areas are.
2. Continue to provide information and programs on health issues concerning tobacco use

Faculty Comments – May 2013

This policy is way over the top and has now transitioned from protecting nonsmokers to persecuting smokers. Sounds like Prohibition all over. Facts: There is scientific evidence that smoke from tobacco in an enclosed area can cause health problems. There is no evidence to support any health risk from tobacco outside. Even with new computerized cars, their exhaust is still 10X worse than any tobacco smoke outside. Backyard BBQ's put more unhealthy particles into our outside air than all smokers combined, Do we ban these? Phase One of the anti-smoking campaign got the air inside our buildings safe to breathe, there was scientific evidence to support this. Without any evidence to support a health risk to others from tobacco smoke outside, we are just persecuting those who smoke and are opening up the college to class action from organizations like the ACLU. XXX, a former smoker of 36 yrs.

Seriously? This is a ridiculous policy and impossible to monitor. Who has the time or energy to write letters, keep track and otherwise police the campus. I am vehemently opposed to this policy. What would they want to police next, candy, pop, or other food? We, as far as I know do not live in New York City and shouldn't have the Bloomberg mentality.

Remember we have customers in every class that smoke and I don't think they will quit for one week and I will not tell them to.

I disagree with the "no smoking outside" portion of the proposal. As a non-smoker, I have experienced ZERO ill effects from others' smoking outdoors.

Even as an ardent non-smoker, I am opposed to this policy. I agree that exposure to second-hand smoke can be harmful and that the smell of it clings unpleasantly to whomever passes through it, but we can offer smokers a place to smoke without violating the rights of non-smokers who wish to avoid it. My proposal is to erect smoking pavilions on campus that are conveniently located, provide protection from the elements, and are far enough from any direct pathways as to prevent unwanted exposure to either the smoke or the smell (how about green spaces between buildings?). In this way, both smokers and non-smokers are accommodated reasonably.

As for smokeless tobacco, the ban is nonsensical based on SGA's own argument. No one but the user is exposed to the harm caused by the product. Banning its use in campus buildings and banning spitting on hard surfaces such as walkways are reasonable and just plain good mannered.

I think this is a violation of rights and freedom of choice. The simple fact that they are including chewing tobacco which does not have ANY secondhand effects simply supports the fact that this is being addressed due to individual opinions on the matter.

I am not a smoker, and I am not advocating smoking on campus property, but there are so many problems and holes with this. I am not sure how this would be enforced really.

I am a non-smoker, and I am of the belief that a person can smoke if they want too. If the non-smokers are afraid of what they are breathing in, tobacco smoke is the least of their worries. The law says if I am 18 yrs. old I have the right to smoke if I want to. Let's stick to the law and be adults about this. Termination seems a little overboard for tobacco use. If we favor this abuse of freedom, then we should also favor immediate dismissal of students if cell phone policy is broken.

Yes, I agree. If the policy is to be accepted there must be a time after which IT IS IN FORCE. This is straight-forward for students/employees seeking to join GCCC after the policy-in-effect date. What shall we say to those already in the community who (according to most medical opinion) will need some time to cease the behavior?

While I am completely in favor of the anti-smoking position this statement proposes, I cannot help but wonder about those who are ADDICTED to nicotine and already a member of the GCCC community. However, I do not have a suggestion as to how to reasonably address this group. How can we act responsibly toward this group and still protect the rights of the majority?

I don't smoke or chew, but I'm opposed to such bans. One more thought: we'll kick a student out of school for using tobacco (fourth offense). But when do we expel a student for repeatedly failing classes or even blatantly cheating?

Another thought: if a substantial part of the issue is the litter (as suggested in the document), shouldn't we have a policy concerning litter on campus? Quite frankly, I notice the cups, papers, trash, etc. much more frequently than the cigarette butts.

Here's my quick take on the policy. By using this system are we encouraging a "tattle-tale" mentality? What will this do to relationships among faculty members?

I am no longer a smoker, but feel this policy is insane. Sure, there is probably a need for designated smoking areas, but expelling students and terminating employees? I find it hard to believe that we would go to this extreme and violate a person's rights on GCCC campus, when there are other problems that need to be addressed. If a person chooses to harm their own body, so be it. I can barely keep myself in check let alone worry about others. And really... do our administration need other things to worry about? As for second-hand smoke, thus the reason for designated smoking areas. The smokeless tobacco, is gross, true, but if we can't keep people in check now, how will we with a new policy? Guest... oh my God... seriously!?! I am positive at this point that GCCC does NOT want to be a welcoming entity in the community. Don't count on us for conferences or technical trainings.

Maybe we should worry about other stuff happening on campus like lack of fiscal responsibility, people not upholding their job responsibilities, students smoking dope, putting stuff up their noses and having unprotected sex, our students not being able to read and write, some of our students and employees that are at or below poverty status... Heck I don't know, but there is more to worry about than this!

end of rant I just don't know where our priorities are.

As someone who believes that we pollute this planet enough with our everyday living habits, we should stand up for a clean environment—land, air and water—on campus. Those addicted to nicotine, chocolate, beer, television, pornography or other whatnot this world offers, often need a shove to come clean from the addiction. This policy is that push.

I'd also like to see SGA establish a GCCC Plagiarism Policy that is enforced campus wide.

I am adamantly opposed to this policy. I am not a smoker. I do not like smoke. However, I do work with people who smoke. This policy will interfere with my ability to do my job since I will have coworkers who have left the premises and I now cannot communicate with them.

I believe it would be a mistake, a big mistake, to treat a visitor to our campus differently than they are treated in their home town or in another place of business. It says in effect "we don't like you and don't want you here". Most smokers are used to and accept the general rule of "taking it outside". I believe that we have achieved a reasonable balance between the rights of all people involved. I do not ever want to be placed in a situation of making my industry partners, parents, high school instructors, and friends unwelcome on my campus.

As a non-tobacco user, this policy will not affect me, but for tobacco users, this seems extreme. What happened to the 52 feet rule? I have seen people smoking right by entries, people who don't even make certain their cigs are extinguished before tossing them any place and smokeless tobacco use and leavings just make me retch. Are there so many violations that a zero-tolerance policy must be adopted? Again, this doesn't impact me, except for second-hand smoke sometimes and, as stated, smokeless tobacco is just a plague!!!!!!!!!!

Results for: Tobacco use on GCCC campus

Survey by Faculty Senate Jan 2011 all campus. Conducted

by TLC.

1) You are

	Percentage	Responses
a GCCC employee	50.2	116
a GCCC student	49.8	115
Total responses:		231

2) Do you use tobacco products?

	Percentage	Responses
Yes	30.7%	71
No	69.3%	160
Total responses:		231

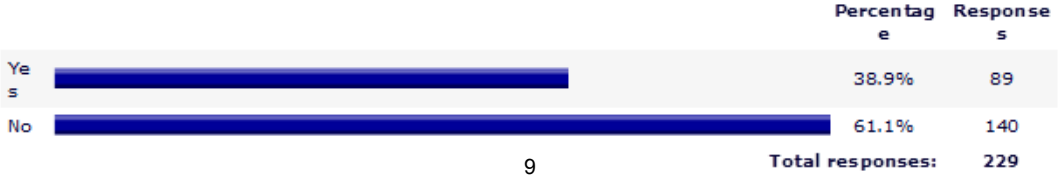
3) Do you think that tobacco use is a problem on campus?

	Percentage	Responses
Yes	32.6%	75
No	67.4%	155
Total responses:		230

4) Do you think the Garden City 50 foot smoking ban is being enforced?

	Percentage	Responses
Yes	51.3%	118
No	48.7%	112
Total responses:		230

5) Would you like to see the campus 100% tobacco free?



6) Comments or concerns:

(all results shown)

- its no big deal to go smoke off campus
- i think we are outside and we should have our rights as much as a non smoker
- I think the smoking policy we have now is fine. The problem is that smokers and chewers don't abide by the 50 foot law.
- If smokers keep the 50 foot rule it shouldn't bother anybody.
- If people want to smoke, it is their choice, it isn't, however, the choice of nonsmokers to tolerate their smoking. Smokers should be designated an area and smokers should abide by the rules.
- I must have had a dream i thought i was in college! WERE IN COLLEGE WERE NOT IN HIGH SCHOOL ANYMORE THIS IS A JOKE
- I do not think that our campus should be tobacco free. People who choose to smoke and chew are over the age of 18 therefore it is legal for them to do so.
- I think 50 feet is enough space away from entrances and I'm not just saying that because I smoke. I don't smoke half the time here anyway. I'm saying it because when I exit from somewhere and someone is smoking 50 ft away I can't smell the smoke and I'm not bothered by the smoke. This even occurred before I started smoking.
- I would like the student government association to mind their own business, and quite infringing on the rights of my classmates. The 50 foot smoking ban IS being enforced, so leave the matter alone. Better yet, do some kind of community service project to HELP the students at the college.
- I really think a survey is needed to poll people who comes to vist the compus. For example ask people going to the basketball games to take a survey and get there in put about having a smoke free campus. ask them if he or she ia willing not to smoke on campus or go to the street to smoke. after all it will effect a lot of people having a campus smoke free. I know this will be a lot of work polling people. This way will tell the percent of people for it or not for it.
- I do not believe that making the campus 100% tobacco free is wrong. The country has already taken steps to help people who do not use tobacco, stay away from its use. I believe that enforcing 100% tobacco free on students and faculty is wrong considering we live in this country so we can make the choices we want and telling us we can not smoke or chew as legal adults is wrong. Although I smoke I have respect for those who don't and do no smoke around them. Furthermore I believe action should be taken to enforce the 50 foot rule. From what I have seen there has been no action taken to enforce this rule so why go a step further if no one has even tried to enforce the first problem. I have spoken with a majority of students living on campus and a rough estimate I took about 75% of students use some form of tobacco. Should the school go 100% tobacco free trying to tell 75% of the student body to quit using tobacco as legal age to do so would create more problems.
- Tobacco use is a personal choice. As long as the users are not rude or abusive of the campus privilege I don't care if they use the stuff or not.
- I really think our campus would be much more attractive and heathlier if it was smoke free! And I hate second-hand smoke!
- I think tobacco users are healthier and more friendly towards others who do not. Than non smokers are of smokers. Anyone willing to stand out in freezing wind..... is pretty darn dependable to me.....lol
- Keep up the good work!
- this is stupid. this is going to drop the student population a bunch. the whole ag department and john deere department will disappear. the baseball team will be worse than what they already are because they will test this rule and spit and smoke in the buildings. so my sugesstion is that you are making one big mistake if you make tobacco products illegal on all college property.

- how is this going to be enforced
- how is this going to be enforced
- quit trying to take away our rights and how is this going to be enforced
- how is this rule going to be enforced and why are you trying to take away our rights while our soldiers are dying every day so that way we can enjoy our rights.
- I believe that a 100% smoking ban on campus would cause more harm than good. There are many instructors that also use tobacco. This would negatively affect their work performance and ability to work well with students.
- We should ban junk food too. That is just as unhealthy
- The smoking areas are fine, but the smokers are not staying in the smoking areas, and they aren't 50 feet away from the entrances.
- I think people have a right to use tobacco products on campus, but only in smoking areas. Having a smoke free Campus will not only effect employees and students. It would also effect visitors to. How many people use tobacco products that goes to a collage game? Are you going to tell them that he or she can not smoke on campus? The only place left to smoke is in the street.
- I hate walking to class and seeing and smelling smoke and people smoking everywhere. Garden City needs to be tobacco free
- Most College Campus's are tobacco free. If your public schools enforce the no tolerance on violence and drugs why not the colleges?
- Several issues:
 1. Smokeless tobacco for buildings and custodians is a problems, however, there are no clear markings on the buildings that designate the buildings as being tobacco free - something like no smoking and no smokeless tobacco. How would one know - not everyone reads the policies. Clearly marking the buildings would help to fix this problem.
 2. When the 50' ban went into effect, there are no clearly marked designations AND rather than specifically designate approved smoking areas, all ashtrays were simply removed which prompted those who did smoke to trash their cigarette butts on the ground which does impact create an unattractive environment.
 3. The State of Kansas enacting the statewide ban and the additional 50' imposed by the City of Garden City has provided stringent legal ramifications for violating the smoking laws, in other words, we do have sufficient regulations to keep things moving in a healthier way. While tobacco use is still legal for adults and recognizing that tobacco use is not a healthy choice, dictating 'healthy' choices for people can be a slippery slope. There are ways to provide a healthy environment while not totally banning a legal choice.
 4. Many industry people (seminars) and patrons who come to the campus won't be familiar with a total ban. This put the burden of enforcement on the instructors and hosts to enforce the policy. While this appears on the surface to be a simply set of instructions, those that ignore the instructions won't have a 'buy-in' for the campus reasoning. This is an un-fair position to put our faculty and hosts in to be in the 'enforcement' mode. Having an option as a host to say 'the smoking area is ...' rather than 'find an alley' would be much more customer friendly.
- 5. Suggestions rather than a total ban:
 - *clearly design buildings tobacco free
 - *clearly mark 50' markings
 - *designate approved smoking areas with ash trays (and maybe a bench) in three-four locations on campus. A tobacco ban in areas other than the approved areas would be appropriate.
 - *Continue with the public education on health risks for tobacco use
- 6. Current enforcement is directly related to the points above and adding another layer of restrictions makes it even more difficult for those persons directed at enforcing new regulations. Signage and options above will help make enforcement of current laws easier and keep our campus and buildings looking better without a total ban.
- By reading the papers around. It seems as though someone has already made up their minds that the Campus is going to be tobacco free. So does this survey really matter anyway. I doubt it.
- I believe if we place smoking cubicles arround campus at the 50 foot mark it will help smokers know were they should be at and they can share there own smoke between them and not with the non-smokers

- People have been living around smoke since cigarettes were invented. People need to just live with it. People have the right to use tobacco products.
- I think that the campus should be 100% tobacco free and that everyone on campus should help enforce it if it does pass and not just complain about it that goes for students and employees. Its the right thing to do
- Making the camous a tobacco free campus will not only make our environment clean but it will also make an healthy environment in the people who smokes and have in concern for the people that do not smoke want to be around them.
- It's not really a big issue to me because the few people I see smoking outside do so in a respectful way. They stay in their group, away from traffic areas where people come and go.
- I am allergic to cigarette smoke. Walking thru the smoke when exiting a door makes me physically ill!!!! Why should I have to risk my health for someone else's habit??? I shouldn't - this campus should be totally tobacco free to ensure health safety standards.
- I don't believe that tobacco should be banned from campus, if people want to smoke and chew that is their business. However, I do think that the rules need to be enforced and if they can't be then ban it completely.
- I am sure smokers are trying their best to stop and it is not easy thing to do.
- On question #5 i would rather choose a neutral answer. No matter how much you try there is always around 50% of people that are hard headed and won't listen.
- stop being a bunch of babies. everyone here at the college is old enough to smoke so let them smoke. next thing you know your going to want to take junk food off campus. this is dumb and a waste of my time. thanks for making me take this
- this is gay and how is it going to be enforced
- dont get your panties in a twist
- Unless you are going to give us more protection in a different area, taking away something is not the route to go. Everyone thinks smoking is the problem, what about all the chew? How would this new ban be enforced?
- It's not sophisticated to smoke. It's not cool to be a smoker. Tobacco use is dangerous to your heart and lungs, the the greatest health risk that is entirely preventable. And ladies...just look at another woman who has smoked for years and see how bad their skin looks.
- I think current state and local laws governing tobacco use are sufficient. Seminar enrollment could be impacted by an outright campus ban especially when seminars are taught in a competitive industrial market.
- I know that Newman University in Wichita has a no smoking policy and eveyone has adjusted to the change. Great Idea.
- HOW WOULD IT BE ENFORCED?
- Tobacco is fine on campus
- Chewing tobacco, is by far a major problem, not only is the chewing tobacco, spit in trash can, and smells up a room, but it cause thousands of dollars in damage to water fountains and urinals, toilets,the cig butts, to many men and womens throw in grass, trash cans, sidewalks and not in approiate areas.
- Rather than forcing employees to give up their right to smoke I think having recepticles for them to place their tobacco items rather than the ground would be efficient
- 50 ft or not, the wind blows. why worry about alittle smoke(who smokes anymore anyway?) when cow crap pollutes our air constantly everywhere!
- I believe the smoking bans are stupid and a violation of my rights.
- how are you going to enforce the tobacco laws. people just need to quit worrying the tobacco usage
- you sga need to quit trying to take away our rights. we have soldiers fighting for our freedom to use tobacco products so you guys need to just mind your own business

- Keep our lungs healthy!
 - How would a tobacco free campus rule be enforced? What would be the criminal code (if any)? If the campus becomes tobacco free then I would like to see the campus free of obese men wearing plaid jackets. It is very offensive to me.
 - I believe we need to be respectful of others in our shared environment. Cewing tobacco can be as offensive as smoke and needs to be considered in this policy. I also believe that we do not have the right to tell others what they can and can not do particularly if it does not effect those around them. I am not supportive of a total ban but would support limitations on tobacco use.
 - There's really no point in having a ban if people can still smoke how and where they please.
 - So where does the line of freedom for people that wants to smokes is because they have to right to smoke, but since the majority has a problem with it now they will be enforced not to. So what to do?
 - Just as with other policies on campus - some people seem to think they are exempt.
 - My biggest concern has nothing to do with a tobacco free campus. It deals with the culture that is being created by actions like these in this and other "free countries". Today everyone is trying to make people quit smoking because it is bad for them. What happens tomorrow when the powers that be decide that you do not have a healthy lifestyle and they choose to use rules, regulations and or laws to force you to change it? For example, let's say a person or group of people are over weight, would it be right for you or them to be forced into a diet and exercise routine because of this. Will there be government monitors that show up at meal time to make sure you are sticking to your diet? Will you be required to attend exercise classes at a government facility to ensure you are meeting the requirements of your routine? To go a little further off the deep end, will you be required to produce ID, have you credit / debit cards flagged or perform some type of biometric scan at you favorite restaurants to determine what you can and can not eat. Do we remove all the soda and candy machines from the campus so those people won't be temped? Do we make the campus a "junk food" free campus? Be very careful. The small things you let the governing powers get by with today almost always snowball out of control tomorrow. We are continually letting our right to choose slip away because of the will of the few.
 - Students are here for 2 years, faculty stay a life time. Please, there are far more pressing needs than this. Focus your energy and attention on something that has a greater impact to the academic community instead of the latest politically correct non issue. Most smokers are respectful of the rules and if you want to have something done, make sure there are more receptacles placed on campus instead of making it increasingly more difficult for those of us who are doing our jobs.
- You are walking a slippery slope. At what point do we take the FDA guidelines truthfully and outlaw all sodas, egg products, colognes, etc. on campus. You open the door for this and other nonsense will follow. You may say that it is a public space, and I agree, but personally I don't like having to listen to certain forms of music or profanity when I am on campus, but I am not going to violate someones constitutional rights by trying to ban those elements. Certainly, profanity is a constitutionally protected right whereas smoking is not, but it irritates me to no end to have hypocritical standards. Consider these thoughts before you make your decision.
- Oh and by the way if we are doing this for a health reason then I insist that the cafeteria stop making any food that is fried, has an egg or dairy base, has more than the daily recommended amount of salt (oh and all the salt shakers need to be removed from tables) and lets get rid of all caffinated beverages on campus and ban people from having energy drinks of any kind. There will be no artificial sweeteners of any kind on campus (they cause cancer) and we'll eliminate all sugar products as well since they lead to obesity and diabetes.
- And since my sensibilities are so easily offended, I want to see a complete ban on all sexually suggestive t-shirts or clothing that isn't sensibly made. In fact, lets just go to a uniform code since that will make us all equal.
- DID I MAKE MY POINT????!!!! You already have us outside the buildings in the Kansas wind. You get more pollution from riding down Kansas street with your window down. This really should be a non starter.

- The GARDEN CITY 50 foot smoking ban is enforced as it is only applicable to THE MAIN ENTRANCE to a building. GCCC tries to enforce a 50 ft smoking ban to ANY AND ALL entrances to a building.

Education - Yes.

Strong Arm Fascism - No.

- I hate the smell of smoke on the smokers effects. It constricts my airways and remains in the air that I must breathe

- What individual right would you start to take away after you get the ban on tobacco? Where does this stop? Tobacco is a legal product and this campus does not have the right to ban a legal product.

- I understand that nicotine is an addiction. I'm even okay with smokers & chewers to have a place to partake. I just don't want to have to breathe it into my lungs or be exposed to their spit. Just outside isn't sufficient - there needs to be an area - enforcing the 50 ft. ban is probably sufficient.

- It would be a shame to enforce a tobacco free campus for those people who do smoke. It would be the same as pulling diet pop from the vending machines since the medical association has found that young people who drink diet soda are more likely to have strokes. Smoking 50 feet away from entrances give those who don't smoke enough area to walk around those who do.

- As long as smoking is a legal activity, There should be some place for smokers to smoke.

- I think there needs to be designated areas for smokers on campus.

- Tobacco is a problem. So is keeping people at work and productive. Many will find a reason to leave campus rather than do without. There needs to be a compromise. As a non-smoker I can live with smoking outside and keeping my fellow workers in a better mood.

- Stay out of our lives Big Brother.

- SGA doesn't have the right to tell people whether they can use tobacco or not. How are you going to police it? I think that there are other causes you could put effort into. This might cause us to lose students which causes us to lose money.

- I think it's terrible when prospective students are on campus and they are being walked through a building and they exit into a massive cloud of smoke. No matter how far away from doors the ban is it's never going to be far enough because the smoke will always find and affect non-smokers and the campus should be 100% tobacco free.

- Whether people want to smoke or not is their choice. We should not tell those students that live on campus that they have to leave the campus to smoke. It is not an illegal activity and most students are of legal age to buy and use tobacco products.

- I think it would give visitors a better empression about our campus. I have hear visitors comment about having to walk through smoke as they enter certain buildings.

- We have community people on campus for seminars and you can't expect them to quit cold turkey when they arrive.

- Almost all smokers at GCCC try to be respectful of non-smokers. I suspect that this drive to ban smoking is driven by the desire to gain grant money, not a genuine concern for students and staff. It seems unreasonable to target smokers, people who are engaged in a legal activity and obeying the laws of the city and state. It seems particularly unreasonable because your plan does not even allow a smoker to go to her/his car during lunch to have a cigarette.

- as long as the butts are cleaned up by the smoker and the spitters do it in their own cans and not on the side walk or ground and dont blow their smoke in my face, i don't care. I think we have a bigger problem with off campus under age beer drinking parties.....

- I hate smoke and believe tobacco use should be regulated. However, I believe the present campus regulations are effective and sufficient.

- This issue should have never been brought up to start with

- I dont like going into a building or coming out of one and breathing in smoke.

- FIND SOME BETTER ISSUE TO ATTACK

- Smoking out of doors is legal and does not cause intoxication of students or employees. Smokeless tobacco only affects the user. Enforce the fifty foot ban and give smokers a break.
 - former smoker and know how hard it is to quit...however, spit bottles are completely gross!
 - I think totally banning tobacco on campus is an infringement on people's personal choices. I would like to see little bus stop like buildings built somewhere away from high traffic areas so that as a non-smoker I do not have to walk through and breath in second hand smoke. I think telling people what they can and can not do is a slippery slope. Next people will not be allowed to eat something others find objectionable
 - If it is leagal leave it alone. go fight drugs speeding, foul language
 - Individuals need to "enforce" the laws and rules themselves. If it's a law or rule, they need to abide by it.
 - I would like to see the 50 ft rule enforced and I would like to see chewing STOP in the GYM. It is disgusting to see all the coaches and players running around with a big chew and spitting in bottles and the administration over there does nothing to stop it.
 - I am not a smoker, but I am an American. I have 2 sons fighting in the military so I have the freedom to do whatever I want in this country. I believe the City ordinance is strong enough for this campus. If we are going to outlaw tobacco, then we need to make sure that no student under 21 drinks any alcohol and comes onto school grounds. What is next, outlaw all foods that are not the best choice for us.
 - The last question is a trick question if you answer "No" to #3. I don't think it needs to be banned, but maybe people need to be educated about its use re: chewing tobacco and the risks of using ANY tobacco products. I think most people who smoke are completely respectful of those who don't.
 - Persons who use tobacco (A legal commodity, by the way), have had their/our actions censored and limited based on legitimate health issues, and moving smokers away from the rest of humanity is quite reasonable, but disallowing smokers the right of choice is NOT reasonable at all. If smokers are harming no one but themselves, why does GOVERNMENT believe it should interfere? That is definitely NOT constitutional in any way. I believe that GOVERNMENT has a responsibility to prove that the current prohibition is harmful to anyone who does not smoke, and GOVERNMENT should mind its own business and leave citizens to decide their personal fates.
 - What impact will this policy have on events, traings, overall revenue?
 - the garden city smoking ban of 50 foot is not being enforced on campus.
 - the main people i see smoking on campus are faculty. i occasionally walk in front of academic building & have to walk through a fog of smoke. i would like not to have to do that.
 - All questions need an "I don't care/know" option. #5 I don't care.
-

The goal of the SGA to have a tobacco-free campus is commendable; however there are a number of points to consider in any discussion about establishing an outright ban of the use of tobacco at GCCC.

1. Using tobacco in its different forms is a legal activity with a long history in this state and country. For this reason, taxes on the sale of tobacco and restrictions on its use have been phased in very slowly, with an eye on the long-term goal of achieving a tobacco-free society. That goal exists on a state and national level, but no one knows when or even if it will be realized.
2. There are a number of employees of this college, some of whom have worked here for decades, who use tobacco. There are also many full-time students, part-time participants in our college's programs and activities, and visitors to our campus who use tobacco.
3. An outright ban on the use of tobacco on campus is certain to be met with widespread resistance by a sizeable number of employees, students, and visitors. Furthermore, such a ban could place GCCC at a disadvantage in terms of recruitment of students and employees and as a potential site for seminars and other activities that are intended to increase the number of people who come to our campus.

With these points in mind, it seems judicious to consider alternatives to a ban of the use of tobacco on the GCCC campus.

- Find ways to enforce the current policy that permits the use of smoking tobacco outside of the fifty-foot buffer spaces that already exist at all entrances to campus buildings, while banning its use within campus buildings and vehicles
- Additionally, enforce the policy on smoke-less tobacco to eliminate the impact of this form of tobacco on the custodial staff and on the condition of campus buildings and vehicles
- Clearly mark the fifty-foot buffer spaces outside of all campus buildings
- Provide ashtrays or other receptacles for use by smokers, outside these spaces
- Consider creating a support group or groups for students and employees who use tobacco but want to quit
- Offer educational programs to provide information about tobacco and its effects on health, and to make all people aware of the policies regarding the restrictions on the use of tobacco on our campus

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

April 23, 2013

Trustees Present: William S. Clifford, Jeff Crist, Merilyn Douglass, Ron Schwartz, Steve Sterling,

Trustees Absent: Terri Worf

Others Present: Debra Atkinson, Deputy Clerk
Liz Bachman, Student Government Association
Joyce Bernbeck, Secretary, Fine Arts Building
Dev Bernbeck, Community Member
Dr. Bruce Exstrom, Vice President of Instructional Services
Rachel Gray, *Garden City Telegram*
Melanie Hands, Student Support Services Academic and Retention Advisor
Micah Kasriel, Coordinator of Student Activities
Moises Mora, President of Student Government Association
Linda Morgan, Faculty Senate President/Criminal Justice Instructor
Cathy McKinley, Executive Director of Public Relations/Marketing
Gary Newman, Mayor, Holcomb, Kansas
Ryan Ruda, Vice President of Student Services
Jeff Southern, Director Information Technology
Larry Walker, Instructor, English, Division Chair
Dee Wigner, Executive Vice President

CALL TO ORDER:

Chair Douglass called the meeting to order at 6:05 p.m.

COMMENTS FROM THE CHAIR:

Chair Douglass thanked everyone for attending the GCCC Board of Trustee meeting. Chair Douglass noted that individuals bringing specific business before the board may leave or stay after their presentation.

- Congratulations were extended by Chair Douglass to 2013 graduates of Garden City Community College.
- Chair Douglass thanked all GCCC Trustees for attending the various commencement week activities.
- Trustees were reminded that GCCC campus will be closed Monday, May 27 in observance of Memorial Day.
- Chair Douglass reminded trustees that GED graduation is scheduled for Saturday, June 15, 2013 in the auditorium of Pauline Joyce Fine Arts Building. Please let Debbie know of your availability.
- Tuesday, June 18, 2013 is the next scheduled board meeting. Beginning in July Board meetings will be held on the second Tuesday of each month at 6:00 p.m. in the Endowment Room of the Beth Tedrow Student Center.

OPEN COMMENTS FROM PUBLIC:

Chair Douglass noted that no one from the public had registered to make comments.

INTRODUCTION OF NEW EMPLOYEES:

Larry Walker, Instructor, English, Division Chair, introduced new GCCC employee Joyce Bernbeck, Secretary, Pauline Joyce Fine Arts building. Ryan Ruda, Vice President of Student Services, introduced new GCCC

employee Melanie Hands, Student Support Services Academic and Retention Advisor. Dee Wigner, Executive Vice President, welcomed Bernbeck and Hands and presented each with a GCCC Broncobuster lapel pin.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Moises Mora, President of Student Government Association, extended his thanks to GCCC trustees for their continued support of SGA and sponsored events. Incoming officers for the 2013-2014 year have been chosen and are as follows:

President	Brevan Wyodziak
Vice President	Audra Aguiniga
Treasurer	Melissa Fischer

The positions of Secretary and Public Relations are currently empty but will be filled this coming fall.

Mora drew Trustee’s attention to a proposed Tobacco Free Campus policy (self-governing) that had been distributed earlier. Mora went on to state that Student Government Association respectfully requests consideration from Garden City Community College administration and the GCCC Board of Trustees for GCCC to be considered as a Tobacco Free Campus. This recommendation is the result of a culmination of surveys, questionnaires and student input. SGA is requesting formal action from the administration at the June 18, 2013 board meeting.

Faculty Senate will be provided with a copy of the proposal for review.

Chair Douglass expressed thanks to Mora for the time, effort and courage that has gone into to production of the proposed policy.

Micah Kasriel, Coordinator of Student Activities, presented Mora with an award in appreciation of his service to SGA and GCCC.

REPORT FROM FACULTY SENATE:

Linda Morgan, Faculty Senate President/Criminal Justice Instructor, reminded trustees that the faculty senate information was included in the electronic board packet. Two reports were included, which listed annual faculty accomplishments in addition to faculty accomplishments for the 2013 spring semester. Morgan added that a survey has been sent to faculty reflecting on changes in class scheduling, effectiveness of hybrid classes and faculty senate, continued training and leadership. An additional survey was also sent to students for their input regarding recent changes in class scheduling and suggestions for techniques to increase student success.

Trustees extended their appreciation to Morgan for her report in addition to congratulating her on being chosen as the Outstanding Faculty member of 2013.

(Supporting documents filed with official minutes.)

CONSENT AGENDA:

Chair Douglass asked if Trustees wished to remove any items from the consent agenda. No items were removed.

Chair Douglass then asked for a motion approving consent agenda items II- A-D.

Motion:

Clifford moved, seconded by Crist, to approve consent agenda items, II-A-D as presented.

Motion carried 5-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (April 23, 2013)

(Supporting documents filed with official minutes.)

(B) APPROVED PERSONNEL ADJUNCT/OUTREACH CONTRACTS, as presented

(Supporting documents filed with official minutes.)

(C) APPROVED SUBMITTED FINANCIAL INFORMATION, as presented

(Supporting documents filed with official minutes.)

(D) APPROVED PURCHASES OVER \$20,000

D-1 Fire Alarm Installation-Pauline Joyce Fine Arts Building

Vendor: Caro's Electric

For: Installation of fire alarms in Pauline Joyce Fine Arts Building

Amount: \$31,595.00

D-2 Purchase of Datatel Servers

Vendor: CDW-Government

For: four servers

Amount: \$44,468.00

(Supporting documents filed with official minutes.)

OTHER:

Holcomb mayor, Gary Newman presented information regarding the Holcomb Plaza Project - Incremental Tax Revenues Contract.

A commercial development known as the Holcomb Plaza Project has been approved by the City of Holcomb as a Community Improvement District. The college is being asked to contribute the amount of the increase in the ad valorem tax revenues derived from project, via mill levy. Once the agreement is approved by all public entities it will go into effect and conclude July 1, 2036.

In Kansas, most if not all, 105 counties participate in tax abatements to promote economic development activities. In the spirit of support and promotion of area business and industry growth, it is the position of the administration to continue its support and act on the recommendation of the Finney County Economic Development Corporation to abate tax revenues for the Holcomb Plaza Project.

Motion:

Sterling moved, seconded by Clifford, to approve Holcomb Plaza Project-Incremental Tax Revenues Contract.

Motion carried 5-0

MONITORING REPORTS and ENDS REPORTS:

Trustees indicated they had received and reviewed Executive Limitation, Treatment of People, Annual #2, #3, #4, #5. Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

No reports were scheduled for May review.

OWNERSHIP LINKAGE:

Trustee Schwartz shared with the board that initiators of the Inaugural Buffalo Jones Cowboy Poetry Gathering had expressed appreciation for the use of the GCCC auditorium in Pauline Joyce Fine Arts Building for their event.

Chair Douglas has been contacted by a community member inquiring about a Wind Training program. In addition Chair Douglas shared that a letter had been received from a community member regarding the football field and she was drafting a response.

REPORTS:

Trustees 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.

In the absence of President, Herbert Swender, Executive Vice President, Dee Winger gave the following report.

Commercial Driver's License Training:

Enrollment is now available in the Garden City Community College Business and Community Education department's Commercial Driver's License training program. The CDL training program provides thorough driver training and job placement assistance for the trucking industry. Every student receives extensive truck driving instruction and maximum truck driving time behind the wheel. GCCC, in partnership with Excel Driver Services, offers classes to prepare students for the state written test needed to obtain a Class A permit. This is a three week program that meets daily from 8-9 hours per day.

ESL Classes and Trainings:

A team has been assembled to develop ESL classes and trainings for several organizations in the community, a collaborative effort involving the A-OK grant, Continuing Education Department and ESL program. The organizations include Worthington Industries, Tyson Foods, and Finney County Health Coalition. With our local community and industry growing, we will deliver to these entities. Meetings have taken place to explore workforce needs in the welding area and building trades. GCCC is working closely with Finney County Economic Development Corporation to provide training for local companies and those moving to Finney County.

Renovation of the Food Science Lab:

Funded through the Department of Labor Trade Adjustment Assistance Community College Career Training Grant is scheduled to be completed at the end of May. The renovation includes two new labs, three offices, a raw meat preparation area, a cooked meat handling area and a 20' X 40' cooler/freezer that is large enough to be used as a classroom.

Mobile Classroom Mobile:

On Tuesday of last week, GCCC mobile classroom was in Kinsley providing the Kinsley Feeders employees Beef Quality Training certification. This industry recognized certification is required for all employees at the feed yard. The college was able to facilitate this training for all 27 employees in a single day with laptops and internet service.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Trustee Ron Schwartz told members that Finney County Economic Development Corporation President, Lona DuVall is currently in Las Vegas attending a retail conference (over 50,000 persons in attendance) and recruiting prospects for Garden City.

ADDITIONAL ITEM:

Chair Douglass extended congratulations to Rachel Gray, *Garden City Telegram*, on her impending marriage and subsequent move to Tribune.

EXECUTIVE SESSION:

Motion:

Schwartz moved, seconded by Clifford that the board recess briefly at 7:05 p.m. for a five minute break and reconvene into a twenty minute executive session at 7:10 p.m. for the purpose of discussion of non-elected personnel. No action will be taken

Motion Carried 5-0

Persons included in executive session:
GCCC Board of Trustees

Meeting adjourned at 7:30 p.m.

UPCOMING CALENDAR EVENTS:

June 15 GED Graduation, auditorium, Pauline Joyce Fine Arts Building, 2:00 p.m.
June 18 Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center

Debra J. Atkinson
Deputy Clerk

Dee Wigner
Executive Vice President

Dr. Marilyn Douglass
Chair of the Board

Agenda No: II-B

Date: June 18, 2013

**Topic: Approval of Personnel Actions-Human Resources
Adjunct/Outreach Contracts**

Presenter: Dr. Herbert J. Swender

Background Information:

All full-time employees hired by the college's administration are presented monthly to the board. The following document represents new employees, separations, transfers/promotions, vacancies and retiring employees serving Garden City Community College and are presented for board approval.

Budget Information:

Salaries are commensurate with duties and responsibilities and are included in the annual budget.

Recommended Board Action:

Approve the personnel for employment, retirement, separation, and transfer/promotion as reported by the office of Human Relations.

Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:



June 12, 2013

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

New Hire

Harvey Sanders, Head Women's Volleyball Coach, effective May 22, 2013
Nick Salazar, Head Women's Basketball Coach, effective May 20, 2013
Doug Kelley, Assistant Cross Country/Track & Field Coach, effective June 1, 2013
Cole Dewey, Super Circuit/Men's Basketball Assistant, effective June 3, 2013

Separations

Merri Conley, Secretary for Continuing Education, effective May 14, 2013
Marian Hunter, Allied Health Instructor, effective May 23, 2013
Rand Chappell, Head Men's Basketball Coach, effective May 31, 2013
Adrian Caro, Admissions Representative, effective June 7, 2013
Sergio Fagundez, Math Instructor, effective May 23, 2013
Kate Dibbern, Asst Cross Country/Track & Field Coach, effective May 31, 2013

Retirement

Transfers/Promotions

Cheryl Schmale, Assistant Director of Small Business Development Center to Director, effective June 1, 2013
Brady Trenkle, Assistant Men's Basketball Coach to Head Men's Basketball Coach, effective June 12, 2013

Vacancies

Director of Workforce Development
IT Network Manager
IT Programmer Analyst
Animal Science/Food Safety Instructor
Secretary for Continuing Education
Secretary for Penka and Nursing
Admissions Representative

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 6/18/13)

INSTRUCTOR	CLASS	AMOUNT
Alexander, Clint	Serve Safe Managers Training (SERV101-01) 5/10/13	10 hrs @ 30.00/hr = \$300.00
Baxter, Jennifer	College Math (MATH-105-01) 5/28 – 7/3/13	3 hrs @ 587.50/hr = \$1,762.50
Carr, Stacey	Public Speaking (SPCH-111-30) 5/28 – 6/13/13	3 FLC @ 675.00/FLC = \$2,025.00
Carr, Stacey	Public Speaking (SPCH-111-31) 5/28 – 6/13/13	3 FLC @ 675.00/FLC = \$2,025.00
Cervantes, Mary	Survey of Civilization I (HIST-101-01) 5/28 – 6/20/13	3 FLC @ 750.00/FLC = \$2,250.00
Cervantes, Mary	American History to 1865 (HIST-103-90) 5/28 – 6/20/13	3 FLC @ 750.00/FLC = \$2,250.00
Cline, Cora	Home Health Aide (HELR-107-50) 5/13 – 5/28/13	2 hrs @ 500.00/hr = \$1,000.00
Cline, Cora	Certified Med Aide Update (HELR-110-50) 5/6 – 5/13/13	1 hrs @ 500.00/hr = \$500.00
Cole, Christina	Serve Safe Managers Training (SERV101-01) 5/10/13	10 hrs @ 15.00/hr = \$150.00
Cole, Christina	Mosaic College for Life (CONT951-34) 5/24 - 5/31/13	4 hrs @ 30.00/hr = \$120.00
Cook, Lenora	Instructor Coordinator Course (CRMJ340-03) 5/18 - 7/2/13	51 hrs @ 50.00/hr = \$2,550.00
Davis, Kay	Chemistry for Health Services (CHEM-108-01) 5/28 – 7/3/13	5.66 FLC @ 850.00/FLC = \$4,811.00
Douglass, Lucille	KS Carry Concealed Handgun (CRMJ300-93) 5/11/13 – Contract #1	4 hrs @ 30.00/hr = \$120.00
Douglass, Lucille	KS Carry Concealed Handgun (CRMJ300-93) 5/11/13 – Contract #2	4 hrs @ 30.00/hr = \$120.00
Douglass, Lucille	Women on Target - NRA Basic Pistol (CRMJ315-14) 6/8/13	8 hrs @ 20.00/hr = \$160.00
Durr, Edward	CDL Test Preparation – Spanish (TECH100-20) 5/11 – 5/25/13	12 hrs @ 30.00/hr = \$420.00
Eberhart, Eugenia	English I (ENGL-101-02) 5/28 – 6/20/13	3.75 FLC @ 675.00/FLC = \$2,531.25
Ferguson, Jean	ESL Academic Vocabulary (LANG-205-30) 5/28 – 6/28/13	3 FLC @ 950.00/FLC = \$2,850.00
Greathouse, Lachele	Intro Computer Concepts & Appl (CSCI-110-30) 5/28 – 6/13/13	3 FLC @ 950.00/FLC = \$2,850.00
Guy, Laura	Instructor Coordinator Course (CRMJ340-03) 5/18 - 7/2/13	16 hrs @ 50.00/hr = \$800.00
Harbin, Renee	Introduction to Business (BSAD-101-LE) 5/28 – 6/20/13	3 FLC @ 675.00/FLC = \$2,025.00
Harbin, Renee	Intro Computer Concepts & Appl (CSCI-110-LE) 5/28 – 6/20/13	3 FLC @ 675.00/FLC = \$2,025.00
Hernandez, Sheena	Intermediate English *** (ENGL-091-01) 5/28 – 6/20/13	3.75 FLC @ 675.00/FLC = \$2,531.25

Hinde, Guillermina	Cosmetology Seminar (COSM-2001/2002-01) 5/28 – 6/17/13	3.035 FLC @ 675.00/FLC = \$2,048.63
Hoke, Philip	Introduction to Theatre (DRAM-150-01) 5/28 – 6/20/13	3 FLC @ 675.00/FLC = \$2,025.00
Hutcheson, Tammy	General Psychology (PSYC-101-01) 5/28 – 6/20/13	3 FLC @ 675.00/FLC = \$2,025.00
Hutcheson, Tammy	General Psychology (PSYC-101-90) 5/31 – 6/16/13	3 FLC @ 675.00/FLC = \$2,025.00
Kemper, Mary	Basic English *** (ENGL-090-01) 5/28 – 6/20/13	3 hrs @ 500.00/hr = \$1,500.00
Kemper, Mary	English II (ENGL-102-01) 5/28 – 6/20/13	3 hrs @ 500.00/hr = \$1,500.00
Kreutzer, Janis	Outreach Coordinator Contract Summer 2013 semester	\$200.00 base + 27 hrs @ 7.22/hr = \$611.54
Lamb, Winsom	Developmental Psychology (EDUC-110-30) 5/28 – 6/20/13	3 FLC @ 570.00/FLC = \$1,710.00
Lee, Terry	Challenge Ropes Course (CONT304-04) 5/10/13	8 hrs @ 30.00/hr = \$240.00
Linville, Donald	Interviewing & Hiring – Evening (PROF111-15) 5/7/13	4 hrs @ 30.00/hr = \$120.00
Linville, Donald	Performance Management – Evening (PROF119-11) 5/14/13	4 hrs @ 30.00/hr = \$120.00
Linville, Donald	Conflict Management – Evening (PROF122-09) 5/21/13	4 hrs @ 30.00/hr = \$120.00
Marcy, Charles	Principles of Econ: Macro (ECON-111-30) 5/28 – 7/18/13	3 FLC @ 750.00/FLC = \$2,250.00
Marcy, Charles	World Geography (GEOG-101-30) 5/28 – 7/18/13 – <i>Pro-rated</i>	3 FLC @ 468.75/FLC = \$1,406.25
Morgan, Linda	Instructor Coordinator Course (CRMJ340-03) 5/18 - 7/2/13	59 hrs @ 50.00/hr = \$2,950.00
Morphew, Jamie	Quickbooks Advanced (COMP703-30) 5/22 – 5/23/13	8 hrs @ 30.00/hr = \$240.00
Morphew, Jamie	Excel 2010 Fundamentals (COMP301-36) 6/11 – 6/13/13	8 hrs @ 30.00/hr = \$240.00
Pardo, Carlos	KS Carry Concealed Handgun (CRMJ300-93) 5/11/13	4 hrs @ 30.00/hr = \$120.00
Pardo, Carlos	Women on Target - NRA Basic Pistol (CRMJ315-14) 6/8/13	5 hrs @ 20.00/hr = \$100.00
Pfenninger, Pati	Cosmetology Seminar (COSM-2003/2004-01) 5/28 – 6/17/13	3.035 FLC @ 675.00/FLC = \$2,048.63
Prewitt, Robert	Women on Target - NRA Basic Pistol (CRMJ315-14) 6/8/13	10 hrs @ 20.00/hr = \$200.00
Ronn, Mark	Women on Target - NRA Basic Pistol (CRMJ315-14) 6/8/13	5 hrs @ 20.00/hr = \$100.00
Rupp, David	NSC Defensive Driving Course (CRMJ501-17) 6/8/13	8 hrs @ 30.00/hr = \$240.00
Saddler, Dru	American Government (POLS-105-01) 5/28 – 6/20/13 – <i>Pro-rated</i>	11/15 x 500.00/hr = \$1,100.00
Schafer, John	Microbiology (BIOL-213-30) 5/28 – 7/11/13	5.83 FLC @ 750.00/FLC = \$4,372.50
Sisk, Bradley	Instructor Coordinator Course (CRMJ340-03)	64.5 hrs @ 50.00/hr = \$3,225.00

	5/18 - 7/2/13	
Sisk, Bradley	Instructor Coordinator Course (CRMJ340-03) 5/18 - 7/2/13	15 hrs @ 30.00/hr = \$450.00
Smith, Marci	Challenge Ropes Course (CONT304-04) 5/10/13	8 hrs @ 30.00/hr = \$240.00
Webb, Jerrad	Instructor Coordinator Course (CRMJ340-03) 5/18 - 7/2/13	22 hrs @ 50.00/hr = \$1,100.00
Wenzel, Leslie	Beginning Algebra *** (MATH-006-01) 5/28 - 7/3/13	3 FLC @ 750.00/FLC = \$2,250.00
Wenzel, Leslie	Intermediate Algebra (MATH-107-01) 5/28 - 7/3/13	3 FLC @ 750.00/FLC = \$2,250.00
Wenzel, Leslie	College Skills Development (PCDE-101-30) 6/1 - 6/15/13	1 FLC @ 750.00/FLC = \$750.00
Whitehill, Judy	Human Sexuality (SOC1-104-01) 5/28 - 6/20/13	3 FLC @ 750.00/FLC = \$2,250.00
Williams, Douglas	KS Carry Concealed Handgun (CRMJ300-93) 5/11/13	10 hrs @ 30.00/hr = \$300.00
Wilson, Rosalita	CDL Test Preparation (TECH100-20) 5/11 - 5/25/13	12 hrs @ 30.00/hr = \$420.00

TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS

\$ 78,823.55

Agenda No: II-C

Date: June 18, 2013

Topic: Financial Information

Presenter: Dr. Herbert J. Swender

Background Information:

Presentation of monthly financial documents:

- Checks over \$20,000
- Revenues
- Expenses
- Cash in Bank

Budget Information:

Financial information represents 1) monthly expenditures over \$20,000 2) revenues, 3) expenses 4) and, cash deposits.

Recommended Board Action:

Accept and approve financial information as presented.

Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:

CHECKS PROCESSED IN EXCESS OF \$20,000

June 2013

Purchases over \$20,000 requiring bid sheet:

None to report

Payments over \$20,000 not requiring bid sheets

- Check #224146 to Great Western Dining for \$42,995.35 for various invoices.
- Check #224337 to City of Garden City for \$38,588.14 for utilities.
- Check #224339 to Commerce Bank-Commercial for \$42,985.68 for purchase card purchases.
- Check #224342 to Dick Construction for \$177,575.00 for work performed to date on the Animal Science remodel project under the Trac 7 grant. The Board previously approved this project.
- Check #224456 to Great Western Dining for \$57,506.63 for various invoices.
- Check #224567 to Blue Cross and Blue Shield for \$96,843.19 for June health insurance premiums.

Fiscal Year: 2013

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	90,850.00-	1,714,755.00-	1,200,000.00-	514,755.00	42.89-
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	0.00	6,933.73-	0.00	6,933.73	0.00
11-00-0000-00000-4003 AUTOMATION ELECT C	0.00	0.00	1,574.00-	0.00	1,574.00	0.00
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	12,040.00-	211,655.53-	65,000.00-	146,655.53	225.61-
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	3,745.00-	60,654.00-	50,000.00-	10,654.00	21.30-
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	4,014.00-	77,961.00-	50,000.00-	27,961.00	55.91-
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	16,605.00-	328,992.49-	200,000.00-	128,992.49	64.49-
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	2,007.00-	38,979.00-	20,000.00-	18,979.00	94.89-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	54,626.61	50,144.44	35,000.00	15,144.44-	43.26-
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	630.00-	26,349.00-	17,000.00-	9,349.00	54.98-
11-00-0000-00000-4014 TUITION BORDER STA	0.00	4,680.00-	211,575.00-	240,000.00-	28,425.00-	11.84
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	1,495.00-	7,540.00-	0.00	7,540.00	0.00
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	80.00-	3,530.00-	1,000.00-	2,530.00	252.99-
11-00-0000-00000-4102 PRIVATE GIFTS/GRAN	0.00	0.00	100.00-	25,000.00-	24,900.00-	99.60
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	0.00	6,180.00-	12,000.00-	5,820.00-	48.50
11-00-0000-00000-4512 VENDING MACHINES :	0.00	486.73-	6,570.45-	12,000.00-	5,429.55-	45.25
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	0.00	17,700.00-	0.00	17,700.00	0.00
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,691,376.00-	1,873,661.00-	182,285.00-	9.73
11-00-0000-00000-4603 STATE PMT FOR HS T	0.00	0.00	0.00	1.00-	1.00-	100.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	5,995,313.16-	9,820,000.00-	3,824,686.84-	38.95
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	540,443.02-	656,879.00-	116,435.98-	17.73
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	4,947.76-	8,867.00-	3,919.24-	44.20
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	97,297.90-	149,085.00-	51,787.10-	34.74
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	55,316.01-	122,038.00-	66,721.99-	54.67
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	5,043.92-	8,766.00-	3,722.08-	42.46
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	21,199.18-	21,993.00-	793.82-	3.61
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	176,358.41-	124,084.00-	52,274.41	42.12-
11-00-0000-00000-4813 D/S TRANSFER : GEN	0.00	0.00	0.00	2,868.00-	2,868.00-	100.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	40.87-	17,873.69-	55,000.00-	37,126.31-	67.50
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	1,383.33-	123,424.05-	110,000.00-	13,424.05	12.19-
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	10,907.79-	29,997.44-	35,000.00-	5,002.56-	14.29
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	1,400.00-	12,752.42-	15,000.00-	2,282.58-	15.22
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	934,980.00	934,980.00	100.00
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	150,000.00-	150,000.00-	100.00
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Totals for FUND: 11 - GENERAL	35.00	95,738.11-	11,442,247.72-	14,075,262.00-	2,633,049.28-	18.71
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12-00-0000-00000-4001 TUITION IN STATE :	0.00	0.00	0.00	550,000.00-	550,000.00-	100.00
12-00-0000-00000-4004 TUITION OUT OF STA	0.00	0.00	0.00	65,000.00-	65,000.00-	100.00
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	32,482.00-	455,707.72-	370,000.00-	85,707.72	23.15-
12-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	0.00	0.00	5,000.00-	5,000.00-	100.00
12-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	0.00	0.00	136,000.00-	136,000.00-	100.00
12-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	0.00	0.00	9,000.00-	9,000.00-	100.00
12-00-0000-00000-4011 MISC STUDENT BILL	0.00	0.00	0.00	10,000.00	10,000.00	100.00
12-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	0.00	8,000.00-	8,000.00-	100.00
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	2,080.00-	8,775.00-	0.00	8,775.00	0.00
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	978,177.00-	795,892.00-	182,285.00	22.89-
12-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	143.69-	143.69-	0.00	143.69	0.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	934,980.00-	934,980.00-	100.00
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Totals for FUND: 12 - PTE FUND	0.00	34,705.69-	1,442,803.41-	2,863,872.00-	1,421,068.59-	49.62

61-00-0000-00000-4103 TAX CREDIT DONATIO	0.00	0.00	347,055.00-	347,000.00-	55.00	0.01-
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	309,320.01-	497,565.00-	188,244.99-	37.83
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	30,410.96-	34,573.00-	4,162.04-	12.04
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	278.63-	443.00-	164.37-	37.10
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	4,744.28-	10,515.00-	5,770.72-	54.88
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	3,153.14-	6,423.00-	3,269.86-	50.91
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	1,193.96-	1,158.00-	35.96	3.10-
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	9,750.88-	7,400.00-	2,350.88	31.76-
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	415,973.00	415,973.00	100.00
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Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	705,906.86-	489,104.00-	216,802.86	44.32-
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Totals for BUDGET.OFFICER: Unassigned	35.00	130,443.80-	13,590,957.99-	17,428,238.00-	3,837,315.01-	22.02

Fiscal Year: 2013

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	10.70	10.70	5,900.23	5,889.53	99.82
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	13,500.78	57,234.30	95,224.00	37,989.70	39.90
DEPARTMENT: 11020 - HUMANITIES	0.00	2,007.16	12,174.82	21,176.79	9,001.97	42.51
DEPARTMENT: 11021 - ENGLISH	237.09	57,853.71	323,266.51	380,263.71	56,760.11	14.93
DEPARTMENT: 11022 - SPEECH	0.00	18,671.02	68,885.95	78,704.38	9,818.43	12.48
DEPARTMENT: 11023 - PHILOSOPHY	0.00	538.25	3,229.50	5,383.00	2,153.50	40.01
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	393.03	3,031.23	2,792.00	239.23-	8.56-
DEPARTMENT: 11025 - JOURNALISM	0.00	5,316.55	53,496.35	64,473.00	10,976.65	17.03
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	1,936.70	7,164.00	5,227.30	72.97
DEPARTMENT: 11030 - ART	0.00	13,920.01	136,066.94	154,591.00	18,524.06	11.98
DEPARTMENT: 11031 - DRAMA	0.00	5,328.03	72,209.31	80,964.00	8,754.69	10.81
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	9,661.81	80,423.58	96,788.00	16,364.42	16.91
DEPARTMENT: 11033 - INST MUSIC	200.00	23,156.82	133,604.32	157,766.00	23,961.68	15.19
DEPARTMENT: 11040 - SCIENCE	9,896.01	101,151.12	462,084.57	490,112.64	18,132.06	3.70
DEPARTMENT: 11050 - MATH	0.00	52,131.81	317,067.85	371,916.87	54,849.02	14.75
DEPARTMENT: 11060 - SOCIAL SCIENCE	295.57	67,460.61	395,843.54	452,842.38	56,703.27	12.52
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	15,786.80	169,621.02	202,221.50	32,600.48	16.12
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	3,909.89	35,147.48	55,582.00	20,434.52	36.76
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	897.09	4,844.23	7,160.00	2,315.77	32.34
DEPARTMENT: 11081 - READING	0.00	5,027.61	54,334.12	57,330.00	2,995.88	5.23
DEPARTMENT: 11082 - ESL	0.00	5,428.65	56,479.66	70,174.00	13,694.34	19.51
DEPARTMENT: 11083 - COLLEGE SKILLS	3,810.00	1,209.02	27,919.95	30,648.00	1,081.95-	3.52-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	2,582.04	5,000.00	2,417.96	48.36
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	2,990.00	12,799.82	181,666.30	353,000.00	168,343.70	47.69
DEPARTMENT: 12014 - FINNUP LAB	0.00	18,587.58	71,207.44	69,829.00	1,378.44-	1.96-
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	1,016.76	1,000.00	16.76-	1.67-
DEPARTMENT: 12200 - ADN PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12202 - EMT	0.00	264.02	867.14	0.00	867.14-	0.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	4,239.90-	0.00	4,239.90	0.00
DEPARTMENT: 12210 - AGRICULTURE	0.00	0.00	2,116.94-	0.00	2,116.94	0.00
DEPARTMENT: 12240 - CRIMINAL JUSTICE	0.00	0.00	2,038.63-	0.00	2,038.63	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	1,521.00	0.00	807.39	2,598.00	269.61	10.38
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	1,614.75	0.00	1,614.75-	0.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 21100 - GRANT MANAGMENT &	0.00	7,174.55	78,889.36	87,965.00	9,075.64	10.32
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	5,085.54	55,894.06	96,743.00	40,848.94	42.22
DEPARTMENT: 41000 - LIBRARY	1,022.69	16,295.20	161,158.99	181,869.00	19,687.32	10.83
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	1,189.90	7,649.59	67,731.44	82,909.00	13,987.66	16.87
DEPARTMENT: 42000 - DEAN OF LEARNING S	1,360.96	18,851.00	123,593.70	164,865.26	39,910.60	24.21
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	13,112.76	128,589.98	129,914.00	1,324.02	1.02
DEPARTMENT: 42002 - OUTREACH	20.99	23,726.37	72,276.02	77,682.62	5,385.61	6.93
DEPARTMENT: 42003 - FACULTY SENATE	2,572.00	3,304.71	29,865.01	24,566.62	7,870.39-	32.03-
DEPARTMENT: 42005 - DEAN OF TECHNICAL	23.45	4,617.96	48,480.97	123,794.00	75,289.58	60.82
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	2,786.57	32,408.45	0.00	32,408.45-	0.00
DEPARTMENT: 43000 - TRANSITION	0.00	3,357.22	36,882.54	40,598.00	3,715.46	9.15
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,159.84	19,557.92	173,244.68	192,064.00	17,659.48	9.19
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	28,935.00	28,935.00	0.00	0.00
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	11,907.00	11,907.00	0.00	0.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	12,020.91	133,719.06	149,199.00	15,479.94	10.38
DEPARTMENT: 50011 - ASSESSMENT/TESTING	175.65	3,742.71	42,551.31	40,615.00	2,111.96-	5.19-
DEPARTMENT: 50020 - FINANCIAL AID OFFI	50.00	22,193.32	248,293.27	323,683.00	75,339.73	23.28

DEPARTMENT: 50030 - ADMISSIONS	2,294.67	19,885.66	174,922.16	199,674.00	22,457.17	11.25
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	150.00	17,474.34	130,655.63	142,423.00	11,617.37	8.16
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	4,110.71	42,292.35	51,870.00	9,577.65	18.46
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	2,760.98	17,792.68	412,038.39	474,620.14	59,820.77	12.60
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	10,345.98	118,528.78	120,807.75	2,278.97	1.89
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	154.48	6,162.66	107,081.48	109,090.35	1,854.39	1.70
DEPARTMENT: 55003 - MEN'S TRACK	250.00	3,080.02	35,756.49	43,518.72	7,512.23	17.26
DEPARTMENT: 55004 - WOMEN'S TRACK	250.00	3,080.00	35,411.04	41,997.86	6,336.82	15.09
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	6,182.00	6,535.29	77,226.70	92,912.00	9,503.30	10.23
DEPARTMENT: 55006 - FOOTBALL	20,139.98	18,545.12	288,205.01	361,965.80	53,620.81	14.81
DEPARTMENT: 55007 - BASEBALL	1,300.00	7,607.06	112,944.97	106,147.00	8,097.97-	7.62-
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	53,071.93	60,160.26	7,088.33	11.78
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	3,191.46	52,762.37	56,148.95	3,386.58	6.03
DEPARTMENT: 55012 - CHEERLEADING	0.00	1,704.62	27,531.01	25,489.05	2,041.96-	8.00-
DEPARTMENT: 55013 - DANCE TEAM	0.00	1,984.99	14,711.76	19,961.00	5,249.24	26.30
DEPARTMENT: 55014 - RODEO TEAM	1,199.99	8,340.68	112,927.80	123,135.00	9,007.21	7.31
DEPARTMENT: 55015 - MEN'S GOLF	0.00	808.63	41,337.28	40,575.12	762.16-	1.87-
DEPARTMENT: 55018 - INTRAMURALS & STUD	0.00	0.00	494.12	0.00	494.12-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	2,533.70	8,114.89	117,467.19	126,178.00	6,177.11	4.90
DEPARTMENT: 55020 - ---	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 61000 - PRESIDENT	3,386.43	30,515.13	306,329.99	411,228.00	101,511.58	24.68
DEPARTMENT: 61001 - BOARD OF TRUSTEES	0.00	175.80	22,607.74	24,840.00	2,232.26	8.99
DEPARTMENT: 61005 - ATTORNEY	0.00	5,985.92	26,467.07	20,250.00	6,217.07-	30.69-
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	2,177.43	493,974.87	1,114,321.33	1,227,234.00	110,735.24	9.02
DEPARTMENT: 62010 - HUMAN RESOURCES	645.01	9,585.70	121,186.77	136,239.00	14,407.22	10.57
DEPARTMENT: 62011 - ADA COMPLIANCE	5,700.00	4,157.69	48,100.65	62,906.00	9,105.35	14.47
DEPARTMENT: 62050 - ONE-TIME PURCHASES	128,288.00	8,931.74	405,324.71	595,000.00	61,387.29	10.32
DEPARTMENT: 63000 - INFORMATION SERVIC	7,955.85	7,132.06	119,196.68	152,023.74	24,871.21	16.36
DEPARTMENT: 64000 - INFORMATION TECHNO	7,126.46	31,277.24	537,315.76	738,097.00	193,654.78	26.24
DEPARTMENT: 65000 - CENTRAL SERVICES	6,226.79	10,264.05	150,071.06	139,142.00	17,155.85-	12.32-
DEPARTMENT: 66000 - MARKETING	5,920.00	9,433.27	97,022.38	109,426.26	6,483.88	5.93
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	0.00	8,288.79	121,806.82	167,946.00	46,139.18	27.47
DEPARTMENT: 71000 - BUILDINGS	23,128.30	29,337.15	302,418.41	369,976.00	44,429.29	12.01
DEPARTMENT: 71009 - RENTAL PROPERTY MA	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 72000 - CUSTODIAL SERVICES	6,317.83	33,344.78	359,132.43	440,437.00	74,986.74	17.03
DEPARTMENT: 73000 - GROUNDS	3,935.85	12,760.15	154,969.27	180,627.00	21,721.88	12.03
DEPARTMENT: 73001 - ATHLETIC FIELDS	100.00	1,504.95	46,593.00	35,345.00	11,348.00-	32.10-
DEPARTMENT: 74000 - VEHICLES	2,980.45	23,618.45	252,612.74	358,276.00	102,682.81	28.66
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	11,578.63	127,210.57	151,040.00	23,829.43	15.78
DEPARTMENT: 76000 - INSURANCE	0.00	6,967.38	318,598.33	320,954.00	2,355.67	0.73
DEPARTMENT: 77000 - UTILITIES	214.20	65,761.56	520,754.06	705,300.00	184,331.74	26.14
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	5,858.46-	30,531.41-	62,000.00	92,531.41	149.24
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	150.00	3,195.00	9,020.00	5,825.00	64.58
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	0.00	23,400.00	33,087.00	9,687.00	29.28
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	6,314.00	3,000.00	3,314.00-	110.46-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	50.00-	157,340.00	156,575.00	765.00-	0.48-
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	61,200.00	49,938.00	11,262.00-	22.54-
DEPARTMENT: 94000 - STUDENT CENTER	3,188.50	2,692.74	45,163.58	44,267.00	4,085.08-	9.22-
DEPARTMENT: 98001 - CHILD CARE	0.00	3,684.00	44,208.00	30,000.00	14,208.00-	47.35-

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FUND: 11 - GENERAL	271,032.05	1,542,466.60	11,612,395.22	14,009,762.00	2,126,334.73	15.18
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Fiscal Year: 2013

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	3,907.79	34,365.80	49,652.12	15,286.32	30.79
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	15,138.03	75,813.04	82,496.00	6,682.96	8.10
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	13,420.57	78,409.37	81,821.00	3,411.63	4.17
DEPARTMENT: 12200 - ADN PROGRAM	0.00	21,285.92	196,746.26	410,424.25	213,677.99	52.06
DEPARTMENT: 12201 - LPN PROGRAM	0.00	19,323.32	182,669.25	209,386.00	26,716.75	12.76
DEPARTMENT: 12202 - EMT	2,518.28	11,329.58	138,037.66	196,882.75	56,326.81	28.61
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	24,388.46	180,559.00	248,150.00	67,591.00	27.24
DEPARTMENT: 12210 - AGRICULTURE	368.00	4,492.09	45,319.22	61,190.00	15,502.78	25.34
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	10,674.43	109,865.74	133,560.00	23,694.26	17.74
DEPARTMENT: 12220 - JOHN DEERE AG TECH	1,904.75	16,462.43	174,021.17	191,654.00	15,728.08	8.21
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	834.03	834.03	0.00	0.00
DEPARTMENT: 12230 - AUTO MECHANICS	19.19-	6,821.49	62,255.59	64,215.96	1,979.56	3.08
DEPARTMENT: 12240 - CRIMINAL JUSTICE	8,642.37	29,929.89	169,173.72	185,844.88	8,028.79	4.32
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	7,142.97	61,875.31	116,018.00	54,142.69	46.67
DEPARTMENT: 12250 - COSMETOLOGY	0.00	9,556.79	101,438.27	136,203.00	34,764.73	25.52
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	225.00	2,976.00	2,751.00	92.44
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	165.27	19,957.76	278,303.38	369,269.00	90,800.35	24.59
DEPARTMENT: 12271 - AUTOMATION ELECTRI	1,281.82	0.00	15,809.99	19,165.00	2,073.19	10.82
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	25,166.11	132,576.85	93,318.00	39,258.85-	42.06-
DEPARTMENT: 12273 - WELDING	5,959.28	16,750.95	146,172.14	167,569.00	15,437.58	9.21
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	11,907.92	124,695.19	62,857.04	61,838.15-	98.37-
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	45,885.97	45,885.97	100.00
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FUND: 12 - PTE FUND	20,820.58	267,656.50	2,309,165.98	2,929,372.00	599,385.44	20.46

Fiscal Year: 2013

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	3,150.00	17,337.14	80,003.26	167,806.72	84,653.46	50.45
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	464.70	3,566.00	3,101.30	86.97
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	806.18	2,506.56	5,645.15	3,138.59	55.60
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	3,603.00	4,000.00	397.00	9.93
DEPARTMENT: 55012 - CHEERLEADING	135.92	420.00	10,768.19	20,260.00	9,355.89	46.18
DEPARTMENT: 55008 - VOLLEYBALL	0.00	68.78	1,433.44	2,500.00	1,066.56	42.66
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	3,800.00	518.00	2,222.30-	5,500.00	3,922.30	71.31
DEPARTMENT: 31000 - COMMUNITY SERVICE	2,962.98	1,845.23	22,800.55	35,450.00	9,686.47	27.32
DEPARTMENT: 55007 - BASEBALL	300.00	1,781.39	26,644.53	29,000.00	2,055.47	7.09
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	858.15	2,578.83	5,750.00	3,171.17	55.15
DEPARTMENT: 11031 - DRAMA	0.00	0.00	225.00	409.39	184.39	45.04
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	1,563.15	0.00	1,563.15-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	6,885.87	40,000.00	33,114.13	82.79
DEPARTMENT: 00000 - GENERAL	0.00	1,656.62	6,813.54	8,705.52	1,891.98	21.73
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	107.01	500.00	392.99	78.60
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FUND: 14 - ADULT SUPPLEMENTARY ED	10,348.90	25,291.49	164,175.33	329,092.78	154,568.55	46.97

Fiscal Year: 2013

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	20.00	2,289.85	6,576.06	9,000.00	2,403.94	26.71
DEPARTMENT: 94000 - STUDENT CENTER	10,955.00	1,677.75	44,383.85	180,000.00	124,661.15	69.26
DEPARTMENT: 95000 - STUDENT HOUSING	18,123.67	72,937.85	934,166.00	1,417,200.00	464,910.33	32.80
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	174.35-	5,000.00	5,174.35	103.49
DEPARTMENT: 98000 - COSMETOLOGY	1,382.96	836.78	84,025.84	138,955.00	53,546.20	38.53
DEPARTMENT: 98001 - CHILD CARE	0.00	0.00	39.95	0.00	39.95-	0.00
DEPARTMENT: 97000 - BOOKSTORE	13,537.25	22,183.90	307,819.83	563,095.00	241,737.92	42.93
DEPARTMENT: 91000 - ARENA	0.00	4,858.83	7,848.66	15,000.00	7,151.34	47.68
FUND: 16 - AUXILIARY ENTITIES	44,018.88	104,784.96	1,384,685.84	2,328,250.00	899,545.28	38.64

Fiscal Year: 2013

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	6,760.00	0.00	6,760.00-	0.00
DEPARTMENT: 50020 - FINANCIAL AID OFFI	820.00	0.00	5,440.00	6,500.00	240.00	3.69
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	5,580.00	16,824.00	11,244.00	66.83
DEPARTMENT: 31000 - COMMUNITY SERVICE	31,633.00	8,550.60	17,111.61	5,694.00	43,050.61-	756.06-
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	4,945.00	10,000.00	5,055.00	50.55
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	5,887.33	0.00	5,887.33-	0.00
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	26,979.77	0.00	26,979.77-	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	2,859.11	2,978.11	119.00	4.00
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	3,258.27	3,258.27	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	34,630.17	39,054.47	4,424.30	11.33
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,368.83	4,618.74	218,571.45	230,772.67	10,832.39	4.69
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	41,758.71	41,758.71	0.00	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	290,000.00	290,000.00	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	1,661.86	0.00	1,661.86-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	2,410.00	14,169.53	830,105.38	1,097,508.46	264,993.08	24.14
DEPARTMENT: 71000 - BUILDINGS	40,436.20	177,575.00	411,003.92	379,923.75	71,516.37-	18.81-
DEPARTMENT: 14010 - AO-K	0.00	40.14	4,082.19	10,000.00	5,917.81	59.18
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	9,903.92	12,975.40	3,071.48	23.67
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	495.00-	0.00	495.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	90.55	4,295.58	35,093.31	43,245.32	8,061.46	18.64
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	634.26	36,803.60	77,240.77	40,437.17	52.35
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	21,871.56	72,000.00	50,128.44	69.62
DEPARTMENT: 00000 - GENERAL	0.00	0.00	28,935.00-	28,935.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	777.76	35,636.99	181,561.01	304,217.00	121,878.23	40.06
DEPARTMENT: 00000 - GENERAL	0.00	0.00	11,907.00-	11,907.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	174.46	18,822.60	141,510.81	250,041.00	108,355.73	43.34
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,525.92	25,262.31	0.00	25,262.31-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	55,374.00	55,374.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	5,555.56	5,555.56	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	608.34	14,084.75	180,816.73	211,583.00	30,157.93	14.25
DEPARTMENT: 11040 - SCIENCE	0.00	2,662.38	27,300.93	37,315.00	10,014.07	26.84

DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,416.17	16,663.17	51,150.00	34,486.83	67.42
DEPARTMENT: 42005 - DEAN OF TECHNICAL	5,029.00	5,302.50	105,977.64	117,927.00	6,920.36	5.87
DEPARTMENT: 42000 - DEAN OF LEARNING S	326.86	11,689.46	139,991.10	176,330.00	36,012.04	20.42
DEPARTMENT: 31000 - COMMUNITY SERVICE	100.00	10,333.67	76,598.28	105,393.00	28,694.72	27.23
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	19,388.89	19,388.89	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	1,261.00	8,525.21	10,000.00	1,474.79	14.75
DEPARTMENT: 14010 - AO-K	0.00	4,198.36	26,804.37	55,555.56	28,751.19	51.75
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	6,116.73	0.00	6,116.73-	0.00
DEPARTMENT: 45010 - ALLIED HEALTH ACTI	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	8,680.80	0.00	8,680.80-	0.00

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FUND: 22 - RESTRICTED GRANTS	83,775.00	317,817.65	2,974,153.25	3,698,721.94	640,793.69	17.32
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Fiscal Year: 2013

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,140.00	450.45	3,937.90	7,970.00	2,892.10	36.29
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	36.00	0.00	36.00-	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	24.94	0.00	24.94-	0.00
DEPARTMENT: 63000 - INFORMATION SERVIC	0.00	0.00	995.00	1,000.00	5.00	0.50
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	8,554.69	8,599.78	45.09	0.52
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	0.00	0.00	0.00

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FUND: 23 - OTHER RESTRICTED FUNDS	1,140.00	450.45	13,548.53	17,569.78	2,881.25	16.40
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Fiscal Year: 2013

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	76.36	840.96	12,026.00	11,185.04	93.01
DEPARTMENT: 13305 - ADULT ED - STAFF D	931.00	98.45	2,533.61	4,500.00	1,035.39	23.01
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	1,701.43	20,567.43	20,429.58	137.85-	0.66-
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	380.82	15,436.92	180,739.49	299,570.32	118,450.01	39.54
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	1,040.84	6,000.00	6,000.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	3,784.15	35,693.81	47,282.72	11,588.91	24.51
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	1,466.46	2,488.56	1,022.10	41.07
DEPARTMENT: 13301 - ADULT ED - INSTRUC	150.21	14,860.26	127,490.63	196,950.00	69,309.16	35.19
DEPARTMENT: 00000 - GENERAL	0.00	0.00	32,500.00-	32,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	902.75	21,763.26	178,550.28	232,500.00	53,046.97	22.82

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FUND: 24 - ADULT EDUCATION	2,364.78	58,761.67	521,382.67	789,247.18	265,499.73	33.64
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				FUND: 61 - CAPITAL OUTLAY			
Fiscal Year: 2013	GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	DEPARTMENT: 71000 - BUILDINGS	0.00	347,055.00	486,000.74	489,104.00	3,103.26	0.63
	FUND: 61 - CAPITAL OUTLAY	0.00	347,055.00	486,000.74	489,104.00	3,103.26	0.63

				FUND: 71 - ACTIVITY/ORGANIZATION FD			
Fiscal Year: 2013	GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	DEPARTMENT: 50000 - DEAN OF STUDENT SE	29,444.30	19,272.83	227,624.99	325,760.01	68,690.72	21.09
	DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,473.81	18,885.08	0.00	18,885.08-	0.00
	DEPARTMENT: 99001 - STUDENT NEWSPAPER	1,893.88	1,190.11	16,891.60	41,000.00	22,214.52	54.18
	DEPARTMENT: 99002 - STUDENT MAGAZINE	3,420.00	403.02	7,145.66	30,000.00	19,434.34	64.78
	DEPARTMENT: 50000 - DEAN OF STUDENT SE	152.51	1,225.26	15,253.53	19,788.61	4,382.57	22.15
	DEPARTMENT: 00000 - GENERAL	0.00	1,885.59	1,885.59	1,904.66	19.07	1.00
	DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	47.66	730.93	1,550.00	819.07	52.84
	FUND: 71 - ACTIVITY/ORGANIZATION FD	34,910.69	25,498.28	288,417.38	420,003.28	96,675.21	23.02

				FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS			
Fiscal Year: 2013	GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	20,800.00	0.00	20,800.00-	0.00
	DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	9,150.00	0.00	9,150.00-	0.00
	DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	7,300.00	0.00	7,300.00-	0.00
	DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	8,800.00	0.00	8,800.00-	0.00
	DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	6,100.00	0.00	6,100.00-	0.00
	DEPARTMENT: 55006 - FOOTBALL	0.00	50.00-	75,650.00	0.00	75,650.00-	0.00
	DEPARTMENT: 55007 - BASEBALL	0.00	0.00	13,900.00	0.00	13,900.00-	0.00
	DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	1,100.00	0.00	1,100.00-	0.00
	DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	18,850.00	0.00	18,850.00-	0.00
	DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	8,500.00	0.00	8,500.00-	0.00
	DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	2,050.00	0.00	2,050.00-	0.00
	DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	16,500.00	0.00	16,500.00-	0.00
	DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	6,100.00	0.00	6,100.00-	0.00
	DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	23,750.00	0.00	23,750.00-	0.00
	DEPARTMENT: 55020 - ---	0.00	0.00	0.00	0.00	0.00	0.00
	DEPARTMENT: 11025 - JOURNALISM	0.00	50.00-	9,900.00	0.00	9,900.00-	0.00
	DEPARTMENT: 11030 - ART	0.00	0.00	15,150.00	0.00	15,150.00-	0.00
	DEPARTMENT: 11031 - DRAMA	0.00	0.00	5,800.00	0.00	5,800.00-	0.00
	DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	19,375.00	0.00	19,375.00-	0.00
	DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	11,300.00	0.00	11,300.00-	0.00
	DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	10,850.00	0.00	10,850.00-	0.00
	DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	150.00	18,905.00	0.00	18,905.00-	0.00
	FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	50.00	309,830.00	0.00	309,830.00-	0.00

				FUND: 73 - EDUKAN CONSORTIUM FUND			
Fiscal Year: 2013	GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	9,582.45	452,002.94	505,000.00	52,997.06	10.49
	FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	9,582.45	452,002.94	505,000.00	52,997.06	10.49

Garden City Community College
5/31/2013

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 574,142.03	0.0000%
State Municipal Invest. Pool	\$ 1,261.11	0.0040%
FNB of Garden City - Money Market	\$ 12,356.55	0.0500%
Commerce Bank - Money Market	\$ 2,259.54	0.0800%
Landmark National Bank	\$ 4,517.59	0.1400%
	<u>\$ 594,536.82</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
Commerce Bank	CD	\$ 1,000,000.00	0.3700%	8/29/2012	5/29/2013
First National Bank of Garden City	CD	\$ 1,000,186.32	0.4000%	6/14/2012	6/13/2013
First National Bank of Garden City	ICS	\$ 900,000.00	0.3800%	1/30/2013	7/30/2013
Commerce Bank	CD	\$ 1,000,000.00	0.4300%	8/29/2012	8/29/2013
First National Bank of Garden City	CD	\$ 2,000,000.00	0.4300%	1/30/2013	10/30/2013
First National Bank of Holcomb	CD	\$ 1,000,000.00	0.5900%	12/13/2012	12/13/2013
First National Bank of Garden City	CD	\$ 1,000,000.00	0.4000%	3/5/2013	3/5/2014
First National Bank of Garden City	CD	\$ 1,000,000.00	0.2500%	3/27/2013	3/27/2014
		<u>\$ 8,900,186.32</u>			
Total		<u><u>\$ 9,494,723.14</u></u>			

ICS is an Insured cash sweep account. It works similar to a money market account.

Agenda No: II-D-1

Date: June 18, 2013

Topic: Athletic Field Enhancements

Presenter: Dr. Herbert J. Swender

Background Information:

The athletic field project was previously approved at a price not to exceed \$2,600,000. There is an opportunity to improve the safety of student athletes by the addition of an “e-layer” which greatly enhances the safety and durability of the field by providing a better g-max “softness of the field.” Additionally, the “e-layer” will deliver better drainage and provide the highest quality of playing condition available. The layer will add approximately three years to the life of the field. When replacement surface turf is necessary the old turf is simply rolled up and replaced with new turf. The unique safety layer was not included in the original RFP since it is proprietary to fields installed by Hellas Construction. The cost of the e-layer is \$163,101.38.

There have been many requests for “comfortable” seating for spectating. Several options are available including an 18”, 19” and 20” molded plastic seat and chair back available from the manufacturer of the bleachers. The bleacher system can accommodate 574, 20” chairs without design changes at an additional cost of \$77,633.50.

These items must be installed during initial construction and would be cost prohibitive to be added later. The board action requested is to approve the inclusion of these two items to the scope of the project. The college has initiated a campaign for donations to offset the costs of the molded chairs with backs.

Budget Information:

Utilize cash reserves offset by contributions back to general fund.

\$77,633.50 – bleacher seats

\$163,101.38 - cost of e-layer

Recommended Board Action:

Board authorizes to expand the scope of the athletic field project to include 20” Bleacher seats and the installation of an e-layer at a cost of \$240,734.88.

Board Action Taken: ___ **Approved** ___ **Disapproved**
 ___ **Ayes** ___ **Nays** ___ **No Action**

Board Member Notes:

Agenda No: II-D-2

Date: June 18, 2013

Topic: Score/Press Table with LED display

Presenter: Dr. Herbert J. Swender

Background Information:

The score/press table in the main gym is in need of repair. The current table has been discontinued and therefore, repair parts are unavailable. It is necessary to purchase a new table that will interlock and/or interchange with the current table system. An RFP was written requiring a table with an LED display, a laptop for system controls, training on the new system and complete installation. The LED feature allows unlimited advertising with a special feature to promote game specials and recognize visiting recruits.

As per college practice, an advertisement requesting bids was placed in The Garden City Telegram. The college received one proposal from Power Ad Company, Inc.

Budget Information:

General Fund
\$21,065.00

Recommended Board Action:

Approve the proposal received from Power Ad Company, Inc. for \$21,065.00.

Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:

Agenda No: II-D-3

Date: June 18, 2013

Topic: Mezzanine Repair – East Units

Presenter: Dr. Herbert J. Swender

Background Information:

The mezzanine (upper sidewalk) at the East Units is pulling away from the building. It appears as if the outside support columns may be settling causing the porch deck to be pulled away from the building. The concrete walkway is currently shored up with boards.

Stewart Nelson, with the assistance of a professional engineer, prepared required repair instructions and drawings. As per college procedure, an advertisement requesting bids was placed in The Garden City Telegram and specifications were sent to various known vendors. Two companies provided price quotes.

Lee Construction submitted the best bid for the project.

Budget Information:

Residential Life Budget
\$32,850

Recommended Board Action:

Approve the proposal received from Lee Construction for \$32,850 to repair the mezzanine.

Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:

Garden City Community College
Bid Tabulation

Mezzanine Repair - East Units
June 12, 2013

VENDOR

AMOUNT

Dick Construction Garden City, KS		36,200.00
Lee Construction Garden City, KS		32,850.00

Agenda No: II-D-4

Date: June 18, 2013

Topic: 15 Passenger Van

Presenter: Dr. Herbert J. Swender

Background Information:

The college's transportation department has a rotation plan for college vehicles. Over the last few years, the focus has been on the mini-vans and cars in the college fleet. The proposal is to purchase a new 15-passenger van. Two of the college's older vans will be taken out of the fleet and reassigned to maintenance and two maintenance vans will be taken out of commission.

As per current practice, an advertisement requesting bids was placed in The Garden City Telegram. The RFP was also sent to the three new car dealers in Garden City. The college received one proposal from Burtis Motor Company, Inc. The proposal was for a 2013 Ford E-series 350 Super Duty Extended Wagon at a cost of \$27,776.

Budget Information:

General Fund
\$27,776

Recommended Board Action:

Approve the request to purchase a 15-Passenger van from Burtis Motor Company for \$27,776.

Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:

Agenda No: II-D-5

Date: June 18, 2013

Topic: Athletic Insurance

Presenter: Dr. Herbert J. Swender

Background Information:

Dissigner Insurance Services has provided athletic insurance through United States Fire Ins. Col., for the last 5 years. The GCCC Athletic Trainers have been extremely pleased with their claims administration.

Currently, there are two levels of insurance. The first level is a \$1,000 deductible with maximum medical coverage up to \$25,000. The second level is a catastrophic policy which has no medical maximum coverage limit.

Current practice is to request proposals approximately every five years. This year an RFP for athletic insurance was released. As per past practice, an advertisement requesting bids was placed in The Garden City Telegram and specifications were sent to various known vendors. Two companies provided price quotes.

Keller Leopold Insurance provided the best proposal to meet the needs of the college.

Budget Information:

FY14 General Fund
\$83,780 Basic coverage
\$29,299 Catastrophic coverage

Recommended Board Action:

Approve Keller Leopold Insurance for \$113,079 to provide athletic insurance

Board Action Taken: ___ **Approved** ___ **Disapproved**
 ___ **Ayes** ___ **Nays** ___ **No Action**

Board Member Notes:

Athletic Insurance – Historical Data

<u>Date</u>	<u>Insurance Company</u>	<u>Insurance Agent</u>	<u>Basic Coverage</u>	<u>Catastrophic Coverage</u>
12-13	U.S. Fire Insurance	Dissinger Insurance	\$104,905	\$23,439
11-12	U.S. Fire Insurance	Dissinger Insurance	\$104,950	\$22,323
10-11	U.S. Fire Insurance	Dissinger Insurance	\$113,595	\$20,294
09-10	U.S. Fire Insurance	Dissinger Insurance	\$93,500	\$20,294
08-09	U.S. Fire Insurance	Dissinger Insurance	\$89,674	\$20,294
Due to increase significant increase in premium, poor customer service and delays in payment of claims, bids were sought for the 08-09 renewal				
07-08	First Agency	Keller-Leopold	\$92,935	\$20,294
06-07	First Agency	Keller-Leopold	\$71,044	\$20,294
05-06	First Agency	Keller-Leopold	\$71,044	\$19,328
Unsolicited bids received. Prices quoted were similar to renewal rates from First Agency.				
04-05	First Agency	Keller-Leopold	\$71,044	\$14,317

<u>Date</u>	<u>Insurance Company</u>	<u>Insurance Agent</u>	<u>Basic Coverage</u>	<u>Catastrophic Coverage</u>
03-04	First Agency	Keller-Leopold	\$65,953	\$13,380
02-03	First Agency	Keller-Leopold	\$54,069	\$11,635
01-02	First Agency	Keller-Leopold	\$33,941	\$7,757
00-01	First Agency	Keller-Leopold	\$29,643	\$5,660
99-00	Continental	Keller - Leopold	\$19,978	\$4,278
98-99	K & K Insurance	Keller-Leopold	\$18,214	\$3,165

Garden City Community College
 Bid Tabulation

Athletic Insurance
 3-Jun-13

VENDOR

AMOUNT

Dissigner Reed Overland Park, KS	Basic Coverage	\$128,500.00
	Catastrophic Coverage	\$29,299.00
		\$157,799.00
Keller Leopold Ins Garden City, KS	Basic Coverage	\$83,780.00
	Catastrophic Coverage	\$29,299.00
		\$113,079.00

Agenda No: II-D-6

Date: June 18, 2013

Topic: Worker's Compensation Insurance

Presenter: Dr. Herbert J. Swender

Background Information:

On July 1, 2009, the college switched the worker's compensation insurance to Accident Fund Insurance Company through Keller Leopold Agency. The annual premium rates have varied slightly (historical information follows this page). The modification factor has improved significantly dropping from a high of 1.35 ten years ago to .90 this year.

The college received a dividend of \$15,842.01 for the 2011-12 policy. Unfortunately, the dividend plan has been removed from all policies with premiums in excess of \$75,000.

The renewal premium for 2013-14 is \$85,782 which is \$598 less than the 2012-13 annual premium. The college has been satisfied with the service provided by the Accident Fund Insurance Company. Claims are investigated and processed in a timely manner. A consultant meets with college representatives regularly to discuss loss control strategies and to provide information for safety training for employees.

Budget Information:

FY14 General Fund
\$85,872

Recommended Board Action:

Approve the renewal of worker's compensation with Accident Fund Insurance Company with an annual premium of \$85,872.

Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:

Worker's Compensation Insurance

Year	Carrier	Agent/Broker	Mod Factor	Premium	Assessment/(Refund)
12-13	Accident Fund	Keller Leopold	1.16	\$86,380	
11-12	Accident Fund	Keller Leopold	1.06	\$79,827	(\$15,842.01)
10-11	Accident Fund	Keller Leopold	1.06	\$86,579	(\$12,986.85)
09-10	Accident Fund	Keller Leopold	1.11	\$89,516	(\$13,499.25)
08-09	Liberty Mutual	Liberty Mutual	1.01	\$79,046	
07-08	KASB		1.09	\$92,577	(\$4,588.33)
06-07	KASB		1.11	\$96,606	(\$3,797)
05-06	KASB		1.02	\$83,513	(\$7,804)
04-05	KASB		1.26	\$98,422	\$22,436
03-04	KASB		1.22	\$79,009	
02-03	Republic 4-26-03 Notified of non-renewal of insurance by Republic	IMA	1.35	\$65,619	
01-02	Republic	IMA	1.32	\$60,749	
8/00-01	Republic	IMA	1.28	\$37,737	
7/00-8/00	Reliance	Reliance	1.28	\$35,989	
99-00	Colonial	Keller-Leopold	1.22	\$30,811	
98-99	Colonial	Keller-Leopold	1.26	\$35,989	
97-98	KASB		1.08	\$39,417	
96-97	KASB		unknown	\$55,195	
95-96	KASB		.93/.99	\$35,562	

94-95	KASB	.97/.94	\$37,604
93-94	KASB	.95/.91	\$33,226
92-93	KASB	1.21	\$36,922

Agenda No: II-D-7

Date: June 18, 2013

Topic: Datatel Software Maintenance

Presenter: Dr. Herbert J. Swender

Background Information:

Datatel is the administrative software used by the college. The annual maintenance renewal fee for FY14 is \$214,388. The maintenance for FY13 was \$200,232. This represents a 7% increase over last year.

Budget Information:

FY14 General Fund
\$214,388

Recommended Board Action:

Board authorizes the administration to renew the maintenance agreement with Datatel

Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:

Agenda No: II-D-8

Date: June 18, 2013

Topic: Great Western Dining Agreement

Presenter: Dr. Herbert J. Swender

Background Information:

The college received a one-year extension of the five-year agreement with Great Western Dining (GWD) to provide food service. Each summer, rates are negotiated for the next year.

For 2013-14 academic year, the meal plan rates for dorm students will not increase. Other meals will increase an average of 3.5%. The Consumer Price Index(CPI) for Food away from home as of April 2013, was 2.3%.

The college will go out for bid for food service for the 2014-15 school year.

Budget Information:

Residential Life Budget
Approximately \$500,000 for dorm meals

Recommended Board Action:

Approve the Great Western Dining Agreement Exhibit A effective August 1, 2013.

Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:

DINING SERVICE AGREEMENT “EXHIBIT A”

LOCATION: Garden City Community College
801 Campus Drive
Garden City, KS 67846

COMMENCEMENT DATE: August 1, 2013

INITIAL TERM OF CONTRACT: One year commencing August 1, 2013

PURPOSE OF EXHIBIT A: Exhibit A sets forth the terms and conditions upon which Garden City Community College retains Great Western to manage and operate the Food Service for Garden City Community College's students, faculty, staff, employees, visitors and invited guests. In addition, Garden City Community College's Request for Proposal (RFP) dated March 4, 2008, and Great Western's Proposal (“Proposal”) submitted to Garden City Community College on April 25, 2008 is incorporated herein by reference. In the event there is a discrepancy between this Agreement, the RFP and the Proposal, the following order of precedence shall prevail: (1) this Agreement, (2) the Proposal; (3) the RFP.

SPECIAL PROVISIONS:

Return to the College

The following commissions on Net Sales will be given to the College by Great Western:

<i>Non campus sponsored catering</i>	<i>15-percent (15%)</i>
<i>Casual meal sales</i>	<i>10-percent (10%)</i>
<i>Head Start</i>	<i>5-percent (5%)</i>

Meal Plan Options

19-Meal Plan 15-Meal Plan

Contract Campus Dining Rates:

NO. OF PARTICIPANTS	19-Meal Plan	15 Meal Plan
376--Above	<i>To Be Negotiated</i>	
361--375	\$7.16	\$6.63
346--360	\$7.29	\$6.78
331--345	\$7.46	\$6.94
316 – 330	\$7.65	\$7.15
301 – 315	\$7.82	\$7.33
286 - 300	\$7.99	\$7.50
271 - 285	\$8.17	\$7.68
256 - 270	\$8.40	\$7.91
241 - 255	\$8.68	\$8.19
226 - 240	\$9.00	\$8.50
211 - 225	\$9.36	\$8.86
196 - 210	\$9.79	\$9.30
181 - 195	\$10.30	\$9.79
166 - 180	\$10.87	\$10.48
151 - 165	\$11.57	\$11.08
136 – 150	\$12.31	\$11.77
121—135	\$13.58	\$13.05
120-Below	<i>To Be Negotiated</i>	

Guarantee of Service Days

Meal plan rates are based on a minimum of (248) Two Hundred and Forty Eight Accounting Days.

Reduced Meal Rates

A 10-Meal and 15-Meal Card will be offered for commuters/faculty and staff at the following rates:

10-Meal Card \$39.34

15-Meal Card \$55.33

Meals for College Advisory Boards and meals arranged by Admissions for prospective students and Daycare meals will also be charged at a reduced rate.

College Advisory Board \$4.00

Admissions' Meals \$3.47

Personnel Dinner

Great Western will host an annual dinner for all College Faculty, Administrators and Staff at a time designated by the College.

Casual Meal Rate

Breakfast \$3.79

Continental Breakfast \$2.18

Lunch \$4.85

Dinner \$5.97

Steak Night/Special Events \$7.04

Prices do not include applicable state sales tax.

Summer Conference and Summer Casual Meal Rates:

During summer session, Great Western will provide food service, Monday through Friday as required at the below rates plus a subsidy of \$300.00 per week to help offset operational costs for low volume serving days during the summer.

Participants	2014 Rates
<i>Breakfast</i>	\$4.68
<i>Lunch</i>	\$5.77
<i>Dinner</i>	\$6.87
<i>Daily Rate</i>	\$17.32

Courtesy Meal Service

At all regular boarding meals, no charge shall be made for the following Garden City Community College Administrative personnel:

1. *President*
2. *Vice President*
3. *Dean of Students*
4. *Dean of Academics*
5. *Dean of Technical Education*
6. *Dean of Continuing Education*
7. *Assistant to the President*
8. *Director of Residential Life*
9. *Residence Hall Supervisor*
10. *Volunteer Coach*
11. *Volunteer Coach*

Any designated guests of any of the above would also be entitled to courtesy meals as well as visiting individuals with equivalent positions from other institutions.

President's Catering Fund

Great Western shall provide to the President of Garden City Community College a fund of \$6,000 to be used for catering services at the President's discretion.

Pepsi Agreement:

Great Western Dining agrees to comply with all terms of the agreement between Garden City Community College and The Pepsi Bottling Group as it pertains to exclusivity and the dining services.

Early Athletic and Special Circumstances Meals

A fixed price of \$13.21 per student per day for Two (2) Meals Per Day, will be charged for students staying in the residence halls and eating in the cafeteria prior to the start of regular board rates. All charges will be for a full day, no partial day meal will be offered on the plan. All meal serving times will be for one hour.

A fixed price of \$17.32 per student per day for Three (3) Meals Per Day, will be charged for students staying in the residence halls and eating in the cafeteria prior to the start of regular board rates. All charges will be for a full day, no partial day meal will be offered on the plan. All meal serving times will be for one hour.

Monthly Board of Trustees' Meetings

Great Western Dining will provide at no cost to the college linen for regularly scheduled monthly Board of Trustees' Meetings.

Declining Balance Cards

GCCC Staff may purchase declining balance cards in Twenty-Five Dollar increments (\$25.00). These cards may be used in the Cafeteria. These cards do not expire and are not eligible for commission to the college.

Advance Board Bill

Great Western will submit an invoice of one (1) month average anticipated board cost to Garden City Community College by July 1 of the corresponding year. Garden City Community College will need to pay this invoice by August 1. The advance board bill will begin to be credited back to the Institute during the third week in March each year.

Contractual Provisions Attachment

The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 1-01), which is attached hereto, are hereby incorporated in this contract and made a part thereof.

Guarantee of Rates and Fees

All rates and fees proposed to Garden City Community College and any other financial arrangements related to the dining service operation and contained in this proposal will be maintained and guaranteed by Great Western for a period of TWELVE (12) FULL MONTHS from the date Great Western commences operations.

Subsequent year's board rates shall be negotiated with the College and shall not increase by more than the Consumer Price Index "Food Away From Home", for all urban consumers.

However, in the event that legislation or government intervention makes law any increases in minimum hourly rates, mandatory fringe benefits, or state and federal payroll taxes, Great Western will pass these on to Garden City Community College commensurate with the effective date decreed.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

Garden City Community College:

Great Western Dining Service, Inc.:

By: _____

By: _____

Name: _____

Name: Fred L. Pfeiffer

Title: _____

Title: President

Agenda No: III-A

Date: June 18, 2013

Topic: Resolution No. 2013-01

Exempting the College's Buildings and Facilities from HB2052

Presenter: Dr. Herbert J. Swender

Background Information:

Based on the provisions of the Senate Substitute for House Bill No. 2052 (HB 2052), GCCC has two viable options. First, it can elect to do nothing, allowing the newly passed "personal and family protection act" (i.e. HB 2052) to take effect. Or, the college can utilize the exemption ability granted in HB 2052, New Sec. 2 (i) and exempt the buildings located on campus from the requirements enumerated in HB 2052, New Sec. 2 (a).

The exemption option can be exercised in two parts. The Board of Trustees may adopt a resolution to exempt itself until January 1, 2014, and authorizing a letter to be sent to the attorney general indicating its exemption by July 1, 2013.

This initial election provides for GCCC to have until January 1, 2014 to elect a more permanent resolution.

Budget Information:

Undetermined at the current time

Recommended Board Action:

Adopt Resolution No. 2013-01 and advise administration to prepare a letter notifying the Attorney General.

Board Action Taken: ___ **Approved** ___ **Disapproved**
 ___ **Ayes** ___ **Nays** ___ **No Action**

Board Member Notes:

RESOLUTION No. 2013-01

A RESOLUTION OF THE BOARD OF TRUSTEES OF GARDEN CITY COMMUNITY COLLEGE EXEMPTING THE COLLEGE'S BUILDINGS AND FACILITIES FROM THE APPLICATION OF THE PROVISIONS OF CERTAIN LEGISLATION ENACTED BY THE KANSAS LEGISLATURE.

WHEREAS, the Legislature of the State of Kansas enacted Senate Substitute for House Bill 2052 during the 2013 legislative session which bill has been enrolled and was signed by the Governor on April 17, 2013 and is referred to herein as the "Act"; and

WHEREAS, Section 2(a) of the Act provides as follows:

The carrying of a concealed handgun as authorized by the personal and family protection act shall not be prohibited in any state or municipal building unless the building has adequate security measures to ensure that no weapons are permitted to be carried into such building and the building is conspicuously posted in accordance with K.S.A. 2012 Supp. 75-7c10 and amendments thereto; and

WHEREAS, Section 2(j) of the Act provides that the governing body of certain institutions may exempt any building of such institution from the provisions of Section 2 of the Act for a period of four (4) years only by stating the reasons for such exemption and sending notice of such exemption to the Kansas Attorney General; and

WHEREAS, Garden City Community College (GCCC) is a post-secondary educational institution as defined in K.S.A. 74-3201b and is an institution that may exempt its buildings from the provisions of Section 2 of the Act pursuant to Section 2(j)(5) of the Act; and

WHEREAS, the Board of Trustees of GCCC deems it necessary to study the implications and costs of complying with the provisions of the Act and to exempt GCCC's buildings and facilities from the application of Section 2 of the Act pending the completion of that process.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Garden City Community College as follows:

Section 1. All entrances to all buildings on all premises of GCCC are conspicuously posted with no-weapons decals in accordance with rules and regulations adopted by the Kansas Attorney General. Further, the Board of Trustees' policies currently provide that GCCC prohibits the possession or use of firearms, explosives, or other weapons within any GCCC building or facility and at any GCCC sponsored classes, events or activities. This policy shall apply to all persons entering or upon any GCCC location, including students, employees, and campus visitors; provided that, this policy shall not apply to authorized and full-time active commissioned law enforcement officers or others authorized by the Board of Trustees or the GCCC President.

Pursuant to K.S.A. 75-7c10 of the Kansas Personal and Family Protection Act, K.S.A. 75-7c01 et seq., as amended (the "Act"), no license issued pursuant to the Act shall authorize a licensee to carry a concealed weapon into any GCCC building or facility that is posted in accordance with rules and regulations adopted by the Kansas Attorney General as a building or facility where carrying a concealed weapon is prohibited notwithstanding the foregoing, and in accordance with the Act, this policy shall not be deemed to prohibit any person licensed under the Act from possessing a firearm within a vehicle or other private means of conveyance.

Section 2. Section 2 of the Act requires the Board of Trustees to determine whether it is in the GCCC's best interests to permit students and other persons to carry concealed handguns on GCCC premises or to incur the costs of acquiring, installing, operating and maintaining "adequate security measures" as such term is defined in Section 2(1)(1) of the Act.

Section 3. In order to provide adequate time within which to study the implications and costs of complying with the provisions of the Act, the Board of Trustees does hereby elect to exempt all of GCCC's buildings and facilities from the application of Section 2 of the Act pending the completion of such

undertaking in accordance with Section 2(j) of the Act. (A list of GCCC's buildings, facilities and real properties is attached as Exhibit A to this Resolution.)

Section 4. The Chairperson of the Board of Trustees is hereby authorized and directed to send an executed counterpart of this Resolution to the Kansas Attorney General as notice of the Board of Trustees' election to exempt GCCC buildings and facilities from the application of Section 2 of the Act.

Section 5. The President of GCCC is hereby authorized and directed to undertake a comprehensive study of the implications of permitting persons to carry concealed handguns or other weapons in and on the GCCC's educational facilities and the costs of acquiring, installing, operating and maintaining adequate security measures as contemplated by the Act and to report the results of the comprehensive study to the Board of Trustees by July 1, 2016.

Section 6. Pending the completion of the comprehensive study, the Board of Trustees hereby ratifies and confirms GCCC's current policies described in Section 1 hereof.

Section 7. This Resolution shall take effect and be in force from and after its adoption and approval by the Board of Trustees.

PASSED AND APPROVED by the Board of Trustees of Garden City Community College this 18th day of June, 2013.

Board of Trustees

Garden City Community College

Merilyn K. Douglass, Chairperson

Attest:

Debra Atkinson, Clerk of the Board

[Seal]

EXHIBIT A

REAL PROPERTY

AREA

Campus Core Proper

ROPES Course & Southwest Kansas Fire Training Center

Williams Stadium

Tangeman Sports Complex - 2 softball fields

Soccer and 2 football practice fields, track & press box

Fairgrounds, stock pens, outside & indoor arena

Access and Opportunity Center

1706 E. Spruce (skating rink)

1802 E. Spruce

FACILITIES

BUILDING

Academic Building (ACAD)

Beth Tedrow Student Center (BTSC)

Dennis Perryman Athletic Complex (DPAC)

John Collins Vocational (JCVT)

Gary Jarmer Technical Annex (ANNX)

Maintenance, Grounds Shops & Heating/cooling Plants (PP)

Pauline Joyce Fine Arts (JOYC)

Penka Practical Arts & Sciences (PENK)

Southwest Kansas Fire Training Center (FIRE)

Student and Community Support Services Center (SCSC)

Thomas Saffell Library (SAFL)

Warren Fouse Science and Math (FOUS)

Dorm Directors Residence and Coaches Apt

East Residence Units (EUNI)

West Residence Hall

Apartments (SHAA, SHAB, SHAC)

Williams Stadium Press Box

Tangeman Concession Stand

Track Restrooms and Press Box

Baseball Academy

Access and Opportunity Center

East Garden Village Modular Classroom (EGV)

1706 E. Spruce

(Plus any and all other real property, buildings or facilities acquired after the date of the Resolution.)

Agenda No: II-B

Date: June 18, 2013

Topic: Resolution No. 2013-02
Lease Purchase Agreement

Presenter: Dr. Herbert J. Swender

Background Information:

At the April 23, 2013 Board meeting, the Board approved administration to enter into negotiations with Hellas Construction for land improvements of a soccer/track/intramural/football field. The approval included lease purchase financing of the project in the amount of \$2,600,000 at 2.69%.

The lease agreement will be with First Security Finance, Inc., Arkansas. In order to execute the lease, the Board must pass a resolution approving the financing agreement.

Budget Information:

General Fund
\$148,926.14 semi-annual payments

Recommended Board Action:

Approve Resolution No. 2013-02 as presented

Board Action Taken: **Approved** **Disapproved**
 Ayes **Nays** **No Action**

Board Member Notes:

RESOLUTION NO.: 2013-02

A RESOLUTION AUTHORIZING A LEASE PURCHASE AGREEMENT FOR THE PURPOSE OF PROCURING TURF, BLEACHERS, SCOREBOARDS AND RELATED IMPROVEMENTS AND EQUIPMENT; DESIGNATING THE LEASE PURCHASE AGREEMENT AS A QUALIFIED TAX EXEMPT OBLIGATION; AND AUTHORIZING AND PRESCRIBING OTHER MATTERS RELATED THERETO.

WHEREAS, The governing board (the "Board") of Garden City Community College, Finney County, Kansas (the "Lessee"), has approved the acquisition, construction and installation of turf, bleachers, scoreboards and related improvements and equipment (collectively the "Equipment") pursuant to a Standard Form of Agreement Between Owner and Contractor (AIA Document A101-2007) between the Lessee and Hellas Construction, Inc.; and

WHEREAS, the Lessee is authorized under the Constitution and laws of the State of Kansas (the "State"), including particularly Kan. Stat. Ann. § 71-201, to enter into financing agreements (including lease obligations) to finance capital improvements for the governmental and miscellaneous functions of the Lessee; and

WHEREAS, the Board finds that it is in the best interests of the Lessee to finance the Equipment by entering into a Lease Purchase Agreement with First Security Finance, Inc., a Arkansas corporation; and

WHEREAS, the Board desires to designate the Lease Purchase Agreement as a "qualified tax exempt obligation" of the Lessee for the purposes of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended ("Code"); and

WHEREAS, Treasury Regulations Section 1.150-2 (the "Reimbursement Regulation") sets forth the rules for determining when proceeds of tax-exempt obligations are deemed spent for purposes of applying Sections 103 and 141 through 150 of the Internal Revenue Code of 1986, as amended, including the arbitrage yield restrictions and rebate requirements under Section 148, if the proceeds are used to reimburse expenditures made prior to the date of issue of the tax-exempt obligations; and

WHEREAS, the Reimbursement Regulation requires that a declaration of official intent to reimburse the expenditures ("Declaration of Official Intent") be made not later than sixty (60) days after payment of the original expenditure, and that an allocation in writing evidencing use of proceeds of a reimbursement bond to reimburse an original expenditure be made within eighteen (18) months after the later of the date the original expenditure is paid or the date the equipment is placed in service or abandoned, but in no event later than three (3) years after the original expenditure is paid.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD, as follows:

Section 1. Under the authority of the Constitution and laws of the State, there is hereby authorized the execution of the Lease Purchase Agreement with First Security Finance, Inc. substantially in the same form as that which was presented to this meeting; provided, that, the principal amount financed pursuant to the Lease Purchase Agreement shall not exceed \$2,600,000 and the interest rate on the Lease Purchase Agreement shall not exceed 2.69% per annum. Interest on the Lease Purchase Agreement shall begin to accrue on the date the

Equipment Acquisition Fund of the Escrow Agreement attached as an exhibit to the Lease Purchase Agreement is funded.

Section 2. The Board hereby represents that it reasonably expects that Lessee will not issue more than \$10,000,000 of tax-exempt obligations (not counting private-activity bonds except for qualified 501(c)(3) bonds as defined in the Code) during the calendar year 2013. The Board hereby designates Lease Purchase Agreement as a “qualified tax-exempt obligation” for the purposes of the Code.

Section 3. The Chairman of the Board, for and on behalf of Lessee, are hereby authorized and directed to do any and all things necessary to effect the execution and delivery of the Lease Purchase Agreement and the exhibits thereto, and the performance of all other acts of whatever nature necessary to effect and carry out the authority conferred by this Resolution. The Chairman is hereby authorized and directed, for and on behalf of Lessee, to execute all papers, documents, certificates and other instruments that may be required for the carrying out of such authority or to evidence the exercise thereof.

Section 4. This is a Declaration of Official Intent within the meaning of Treasury Regulations Section 1.150-2. The Lessee intends and reasonably expects that a portion of the original expenditures made by the Lessee from its general fund in connection with the acquisition of the Equipment will be reimbursed with proceeds of the Lease Purchase Agreement.

Section 5. The provisions of this Resolution are hereby declared to be severable and, if any such provision shall for any reason be held illegal or invalid, such holding shall not affect the validity of the remainder of this Resolution.

Section 6. All resolutions and parts thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section 7. This Resolution shall take effect and be enforced from and after its adoption.

CERTIFICATE

I, the undersigned, Secretary of the governing board of the Garden City Community College, Finney County, Kansas, hereby certify that the foregoing is a true, correct and compared copy of a Resolution adopted by the Board of Education on the 18th day of June, 2013. The Resolution appears in the official minutes of the meeting which are in my custody. At the time of the meeting the duly elected (or appointed), qualified and serving members of the Board and their respective votes on the adoption of the Resolution were as follows:

Board Member	Vote (Aye, Nay, Abstain or Absent)
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

I further certify that the meeting of the Board was duly convened and held in all respects according to law; that to the extent required by law due and proper notice of the meeting was given to the members of the Board and to the public; that the meeting was open to the public; that a legal quorum was present throughout the meeting; that all other requirements and proceedings under the law incident to the proper adoption and passage of the Resolution have been duly fulfilled, carried out and otherwise observed; and that I am authorized to execute this Certificate.

IN WITNESS THEREOF, I have hereunto set my hand and seal this 18th day of June, 2013.

Secretary

(SEAL)

JUNE 2013 MONITORING REPORT

EXECUTIVE LIMITATIONS	ANNUAL
Compensation/Benefits #1	Page 13
The President shall not change his or her own compensation or benefits.	

CEO's Interpretation:

The Board determines the President's compensation and benefits. The Board notifies Human Resources of any changes to the President's compensation and benefits.

Data directly addressing the CEO's interpretation:

When requested, the Human Resources Office provides the chairman of the Board with information regarding range of pay for other Kansas community college presidents, national presidential salary information and salary range information provided by external agencies for compensation analysis. Human Resources also provides the Board chairman information regarding changes to college benefits. The Board then notifies Human Resources of any changes to the President's compensation and benefits.

EXECUTIVE LIMITATIONS	ANNUAL
Compensation/Benefits #2	Page 13
The President shall not promise or imply permanent or guaranteed employment.	

CEO's Interpretation:

The President does not guarantee or promise employment to anyone. The Board approves employment of all full-time employees.

Data directly addressing the CEO's interpretation: Each month, the Board receives, for approval, a list of all new faculty, adjunct instructors and full-time employees. Faculty is covered under the Negotiated Agreement and are afforded rights of due process as outlined by state statute. All other employees are at-will and can be terminated at any time without cause.

EXECUTIVE LIMITATIONS	ANNUAL
Compensation/Benefits #3	Page 13
The President shall not establish compensation and benefits which:	
A. Deviate significantly from the geographic area or market for the skills employed;	
B. Create obligations over a longer term than reserves can be safely projected, in no event longer than one year, and in all events subject to losses of revenue.	

CEO's Interpretation: The President shall make annual raise decisions that are in line with what is happening locally, regionally, and nationally in relation to the skills employed. Recommended raises and salary adjustments for any and all employees will be made in accordance within institutional budget.

Data directly addressing the CEO's interpretation:

Compensation and benefits for faculty are analyzed and reviewed during the negotiation process which are covered under state statues. All other employees' salary and benefit considerations are reviewed annually and are considered during the institutional budget process.

GCCC may utilize external agencies for salary comparison and annually update its compensation data base. Salary and benefits are commensurate of the duties and responsibilities of the employee. The office of Human Resources and the Administrative cabinet discuss employee salary placement as needed. Multi-year contracts are not available to employees of GCCC.

Incidental Information **June 2013**

Cathy McKinley, Executive Director of Marketing & Public Relations

Linda Morgan, criminal justice instructor, was named Garden City Community College 2013 “**Outstanding Faculty Member**,” and art instructor Kyle Chaput was named “Outstanding Rookie of the Year” among instructors. Both were chosen in a faculty vote.

Faculty Senate officers and members elected for the 2013-2014 academic year are Terry Lee, president; Larry Pander, vice president; Deb Robinson, secretary; Leonard Rodenbur, Linda Morgan and Pati Pfenninger, senators; and Stacey Carr, alternate senator.

On the staff side, Ryan Ruda, vice president of student services/athletic director, was given the “Rose Wilson Maximum Effort” award and Kathy Blau, director of financial aid, was named “2013 Employee of the Year.” These awards were announced at the annual GCCC faculty and staff year-end bash on May 23.

Garden City High School graduating seniors garnered **more than \$196,000 in scholarship offers** from Garden City Community College at the high school’s May 8 awards ceremony. The 275 scholarship offers were made to 200 graduating GCHS seniors. Forty seniors were offered GCCC Presidential Scholarships for \$1,000 each and 62 students were offered \$700 Dean’s Scholarships. The remainder is comprised of athletics, fine arts and academic awards. The scholarships offered are for the 2013-2014 academic year.

GCCC recently **honored 2013 retirees** in a public reception at the Beth Tedrow Student Center. Honorees included Nikki Geier, director of admissions; Larry Johnston, director of physical plant and Pat Veasart, director of Kansas Small Business Development Center.

When GCCC bestowed **Years of Service Awards** for 2013 in a campus-wide celebration at the end of the spring semester, 29 faculty and staff members were noted, and their combined terms totaled 260 years. Awards were given for five, 10, 15, and 30 years of service. Those serving 30 years were Kathy Winter, library secretary, and Larry Walker, English instructor and division director. Employees recognized for 15 years of service were Deborah Robinson, business instructor; Ron Smith, security officer; Kay Davis, math instructor and division director; and Jana Ulrich, records assistant. Ten-year honorees included Jayre Lee, assistant director of admissions; Jean Ferguson, ESL instructor; Brian McCallum, art instructor; Jill Lucas, financial aid adviser; and Jim McAllister, instrumental music instructor. The employees serving GCCC for five years are Sarah Wells, allied health coordinator; Rose Wilson, physical plant office manager; Tracy Munoz, academic building secretary; Juana Betanco, Project Destiny tutoring coordinator; J.D. Irsik, HVAC technician; Crystal Moore, assistant athletic trainer; John Cheney, physics instructor; Dawnnel Francis, math instructor; Amy Waters, nursing instructor; Abelardo Munoz, custodian; Nora Salazar, transition adviser; Whitney Corley, assistant women’s basketball coach; Cindy VenJohn, agriculture instructor; Terry Crain, industrial technology instructor; Micah Kasriel, student activities coordinator; Ashley Rutti, administrative assistant to the athletic director; LoriLynn Landgraf, nursing instructor; and Cricket Turley, director of human resources.

The **Alpha Xi Upsilon Chapter** of Phi Theta Kappa Honor Society at Garden City Community College received special commendation during the Kansas Regional Convention for fulfilling all requirements to be named a “Five-Star Chapter,” according to Rod A. Riskey, Ph.D., Phi Theta Kappa executive director and CEO. Instructors Winsom Lamb and Lachele Greathouse serve as PTK advisers for GCCC.

More than 100 adult students received their Kansas high school diplomas during the second annual **GED Commencement** on June 15 in the auditorium of the Pauline Joyce Fine Arts building.

Several **athletic camps** have taken place on campus this summer including Bitty Buster girls' basketball, girls' basketball teams, girls' soccer, individual baseball, and boys' basketball youth and individual. Upcoming summer camps are Adventure Camp (challenge course), girls' basketball individual, softball individual, cross country, athletic training, volleyball, tennis, boys' basketball individual and team, boys' golf, and girls' and boys' rodeo.

Ryan Ruda, Vice President of Student Services

One enrollment day remains on July 15th for fall enrollment. Currently, enrollment stands at approximately 40% of the goal (23,375 credit hours). We are continuing to contact non-returning students for enrollment as well as those on scholarship for next year who have not enrolled.

GED graduation will be on June 15th at 2:00 p.m. in the Fine Arts Auditorium.

University of Kansas will begin holding classes for their Masters degree program in Social Work this June. This is a new partnership to assist SW Kansans in pursuing advanced higher education in SW Kansas. Many of these students are individuals that have completed the Bachelors program through Fort Hays State University on the GCCC campus.

Residential Life is making repairs and updates to rooms while continuing to work on reservations for this next year. Currently, the halls are over 80% full with contracts continuing to arrive on a daily basis.

Collectively, the student athletes at GCCC had a combined GPA of 2.78 for the spring semester. Baseball, Men's Track and Women's Track each had team GPA's of above 3.0.

GCCC had 23 NJCAA academic All-Americans. There were 19 student-athletes but four of them made it in two sports (cross country and track). This appears to be the largest one year total of academic All-Americans that GCCC has had. There were 8 football, 5 cross country, 4 track, 1 women's basketball, 2 men's basketball, and 1 baseball. GCCC also had a total of 48 academic all-conference student athletes this year with GPA above 3.5. There were 21 in the fall and 27 in the spring.

Dr. Bruce Exstrom, Vice President of Instructional Services:

Faculty Senate hosted its annual awards luncheon to mark the end of what was a busy and productive academic year. Department of Public Safety Director/ instructor Linda Morgan earned the 2013 Outstanding Faculty honor. The Outstanding Rookie of the Year award was presented to 2-D art instructor Kyle Chaput. Congratulations to Linda and Kyle on the much-deserved awards; their dedication and services to student learning is commendable.

Faculty member Deb Robinson organized a visit from the Kansas Appellate judges for an open-forum discussion in May at the college. The event was well attended by students and community members. The forum was one of many events taking place at the end of the semester.

The Instructional Services division director leadership team recently met for an off-campus retreat to reflect on the past year and discuss ways to continually improve student learning and engagement. Topics and solutions addressed included: improving pedagogy in the classroom and within department; refining the 4-day schedule and incorporation of hybrid courses; developing more user friendly and efficient technology for faculty, staff and students; improving the student advising process; and setting

short-term and long-term goals on the individual and department levels. Our next retreat will be August 12.

I attended the annual instructional officer meeting hosted by EduKan May 29-31. EduKan CEO Mark Sarver provided annual audit information. The online enrollment continues to grow, and we continue to add additional classes. A major discussion ensued from state authorization, prompted by federal legislation that requires any higher education delivery to be approved in each state where the students reside or visit. This will continue to be a big challenge to implement as our students are scattered through the country. We also discussed healthcare benefit ramifications for part-time faculty. There is concern that ObamaCare may require health care to be provided to part-time faculty, and this will continue to be studied carefully.

GCCC is in the final phases of bringing in truck driving training to the local communities. We are working closely with Colorado-based Excel Driving Services, LLC. We anticipate the company will bring in tractors and trailers for over-the-road training, along with classroom instruction that will prepare students for CDL licensure. We are collaborating with Finney County Economic Development and Kansas Workforce ONE to provide financial assistance for potential truck driving students in a high demand occupational area.

We've had additional meetings, with more in-depth conversations, with Worthington Industries and Tyson Foods. We are in the planning stages of developing a welding training for over 50 welders to be potentially employed by Worthington. This would be a customized training program developed in conjunction with Worthington management and the GCCC welding program and administration. We are also developing ESL training for Worthington employees and creating workforce Spanish training for mid-level managers. Additionally, a proposal has been submitted to deliver ESL training at Tyson.

Dee Wigner, Executive Vice President:

The Business Office is working to close Purchas Orders, finalize Expense Reports and complete purchases for FY13. Along with regular monthly payrolls, the Payroll Office is also processing encumbered payrolls for those employees on contract with an August 1 effective date. The financial audit is scheduled for the week of July 24.

Human Resources Office has been working towards filling all vacancies as soon as possible by conducting interviews, reference checks and background checks. Job descriptions are being sent to supervisors for review during the annual performance evaluation process.

Cheryl Schmale, has been promoted to the Director of the Kansas Small Business Development Center at Garden City. Cheryl has been with the local SBDC office for seven years. She has an in depth knowledge of the grant, its processes and expectations for the center. The Assistant Director position, vacated by Cheryl, will soon be advertised.

A decision was made not to apply to renew the Southwest Kansas Regional Prevention Center grant. GCCC was the last community college in the state to operate a prevention center. Most centers are operated through the local Area Mental Health Centers (AMHC). The Garden City AMHC will be applying for the Southwest Kansas Prevention Center grant. If the AMHC is successful in obtaining the grant, the center will be allowed to stay in their current office in the Beth Tedrow Student Center through December 2013.

Physical Plant staff are busy with summer projects such as stripping and waxing floors, watering and mowing grass, as well as routine maintenance. Summer is a busy time on campus, with most classroom maintenance occurs during this time. Other summer projects include finalizing the remodeling of the

Physical Plant office remodeling the Men's Basketball Coaches offices. Security is seeing increased evening and night activity due to the warmer weather.