



May 9, 2014

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, May 13, 2014**. 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 Senate

**AGENDA**

<b>II. CONSENT AGENDA</b>	<b>Action</b>
A. Approval of minutes of previous meetings (April 15, 2014)	pg. 4
B. Approval of personnel actions-Human Resources	pg. 10
B-1 Human Resources Report	pg. 11
B-2 Adjunct/Outreach Contracts	pg. 12
C. Financial information	pg. 16
C-1 Checks processed in excess of \$20,000	pg. 17
C-2 Revenues	pg. 18
C-3 Expenses	pg. 20
C-4 Cash in bank	pg. 26
D. Approval of purchases over \$20,000	
D-1 Food Service Contract	pg. 27
D-2 Residence Life Carpet Installation	pg. 29
D-3 Signage for Athletic Complex	pg. 31
E. Approval of Resolution for Non-Renewal of Employment Contracts	
E-1 Resolution 2014-01 Non-Renewal of Employment Contract of Edmond M. Fisher	pg. 36
E-2 Resolution 2014-02 Non-Renewal of Employment Contract of John A. Cheney, Physics and Engineering Physics	pg. 38
G. Approval of Resolution 2014-03	pg. 41
G-1 Modular Housing	pg. 45
G-2 Student Center Renovation	pg. 46
H. Approval of Rodeo Vehicle Purchase	pg. 47

**III. CONFIRMATION OF MONITORING REPORTS:** .....pg. 49

A. Monitoring Reports and ENDS..... Action  
 A-1 Monitoring Report – Executive Limitation, Annual, #2, #3, #4, #5

B. Review Monitoring Report  
 No reports scheduled for review

C. Board Process and Policy Governance Review

**IV. OWNERSHIP LINKAGE:**

**V. REPORTS:**

A. President’s Report  
 A-1 Incidental Information.....pg. 51

B. Report from Finney County Economic Development Corporation

**Upcoming Calendar Dates:**

May 15	DPS Awards Celebration, 6 p.m., DPS classrooms JCVT1206-1210 Choral Music’s Pop Concert featuring the GCCC College Singers & Concert Choir; 7:30 p.m., Fine Arts Auditorium
May 16	VIP Reception Hall of Fame Room, 6:00 p.m., Dennis Perryman Athletic Complex GCCC Commencement 7 p.m., Dennis Perryman Athletic Complex Gymnasium
May 17	Legislative Coffee, St. Catherine Hospital Cafeteria 9:00 a.m. Nursing Pinning Ceremony, 2 p.m., Pauline Joyce Fine Arts Auditorium John Deere TECH Program Brunch, 9:30 a.m., BTSC
	May 19-21 Final Exams
May 26	Memorial Day, No Classes and Offices are closed

**VI. EXECUTIVE SESSION**

**VIII. ADJOURNMENT**

Dr. Herbert J. Swender, Sr.  
President

Dr. Marilyn 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

**2013-2014**  
Terry Lee, President  
Larry Pander, Vice-President  
Deb Robinson, Secretary  
Leonard Rodenbur, Senator  
Linda Morgan, Senator & Ex-Officio  
Stacey Carr, Senator  
Praveen Vadapally, Alternate Senator

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**Faculty Senate Report**  
**May 13, 2014**

**Faculty Senate Update:**

- Hosted two faculty luncheons with Dr. Swender and Dr. Exstrom this spring
- Hosted Faculty Awards Luncheon, May 9, 2014 to recognize Outstanding Faculty Member and nominees; Outstanding Rookie of the Year and nominees, and our retiring faculty members.
- Faculty Senate members were elected for the 2014-2015 year. Terry Lee, Larry Pander, Stacey Carr, Praveen Vadapally, Leonard Rodenbur, Judy Whitehill. Alternate Linda Morgan. Officer selections to be determined and announced.
- 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/employeeconn/facultysenate/>

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

**April 15, 2014**

Trustees Present: Dr. William S. Clifford, Jeff Crist, Dr. Marilyn Douglass, Terri Worf, Ron Schwartz, Steve Sterling

Others Present: Debra Atkinson, Deputy Clerk  
Dr. Bruce Exstrom, Vice President of Instructional Services  
Carole Geier, Community Member  
Dr. Beverly Schmitz Glass, Executive Director of Public Relations and Marketing  
Esteban Gonzalez, Student  
Angie Haflich, *Garden City Telegram*  
Eric Hickson, Assistant Football Coach  
Micah Kasriel, Coordinator of Student Activities  
Brian Knapp, Head Cheer/Yell/Dance Coach  
Craig Lurtz, Transportation Coordinator  
Danny Moris, Custodian  
Ryan Ruda, Vice President of Student Services/Athletic Director  
Dr. Ronald Shape, Chief Executive Officer  
Jeff Southern, Director Information Technology  
Bob Sperling, Community Member  
Tammy Tabor, Student Services Specialist  
Joshua Urie, Student  
Dee Wigner, Executive Vice President  
Breven Woydziak, President of Student Government Association

**CALL TO ORDER:**

Chair Douglass called the meeting to order at 6:03 p.m.

**COMMENTS FROM THE CHAIR:**

Chair Douglass, introduced herself and thanked everyone for attending the GCCC Board of Trustee meeting. Douglass reminded attendees that all were welcome to remain for the entire meeting or that participants could leave as their business was completed.

Chair Douglass expressed condolences to Dr. William Clifford and Dr. Herbert Swender on the loss of their fathers. Douglass went to request prayers for both families.

Chair Douglass made the following comments:

- Extended congratulations to director of Public Safety Linda Morgan, Criminal Justice faculty David Rupp and students on a successful competition during the recent national American Criminal Justice Association Lambda Alpha Epsilon Competition and Conference held March 9-14 in Overland Park.
- Reminded Trustees that GCCC Drama Department will be performing Lend Me a Tenor with opening night Thursday, April 24 and continuing April 25, 26, @ 7:30 and the 27th @ 2:30 show time. Please let Debbie know if you would like tickets.

**OPEN COMMENTS FROM PUBLIC:**

Chair Douglass noted that Garden City community member, Carole Geier had requested time on the agenda to address the Board. Geier expressed concerns about Garden City Community College proposal to partner with

National American University (NAU). Geier distributed a letter to Trustees that addressed concerns for such an educational partnership. Geier encouraged the Board to consider partnerships with a Kansas college or university to provide opportunities for students to achieve a bachelor's degree locally.

Chair Douglass thanked Geier and expressed that the Board welcomes community thoughts.

**INTRODUCTION OF NEW EMPLOYEES:**

Ryan Ruda, Vice President of Student Services/Athletic Director, introduced new GCCC employees Eric Hickson, Assistant Football Coach and Brice Knapp, Head Cheer/Yell/Dance Coach. Executive Vice President, Dee Wigner introduced new GCCC employees Danny Moris, Custodian and Craig Lurtz, Transportation coordinator.

President Herbert Swender, welcomed each new employee and presented them with a GCCC Broncbuster lapel pin

**REPORT FROM STUDENT GOVERNMENT ASSOCIATION:**

Breven Woydziak, President of Student Government Association, expressed his appreciation for the opportunity of presenting a report to the Board from SGA.

Past Events:

- SGA hosted Casino Night on March 6. This event was well attended and students had a good time.
- Clearly You Crystals was on campus April 16.
- GCCC students had the opportunity of participating in Extreme Zip Line on April 15.

Future Events:

- April 22 campus clubs/organizations will host an educational booth or activity in observance of Earth Day. Beginning at 11:00a.m. to 1:00p.m., each club will have an informative booth or activity set up—weather permitting, the event will be held on the campus quad.
- April 23 SGA will host food waste collection and Hunger Awareness Banquet. The Hunger Awareness Banquet will be taking place at 5:30p.m. in the Endowment Room of the BTSC. This event will create a role-playing atmosphere as participants engage in a dinner that reflects the percentages of different income levels on the planet and the meals that accompany those income levels.

Chair Douglass expressed thanks and appreciation to Woydziak for the SGA report.

Joshua Urie, GCCC student addressed the Board at this time. Urie communicated his support for filling a full-time Music Instructor vacancy.

Chair Douglass expressed appreciation for his recommendation.

**REPORT FROM FACULTY SENATE:**

No representative was present to report.

**CONSENT AGENDA:**

Chair Douglass asked if Trustees wished to remove any items from the consent agenda. Items E-Approval of Auditor Contract and item F-Approval of American National University Agreement, were removed for separate discussion and vote.

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

**Motion:**

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

*Ayes: Clifford, Crist, Douglass, Worf, Schwartz, Sterling*

*Nays: None*

*Motion carried: 6-0*

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (March 10, 2014)  
(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 Microsoft Annual Agreement

Vendor: Zones, Inc.

For: Three year agreement to provide Microsoft licensing agreement for all Microsoft software applications used on GCCC campus.

Amount: \$22,091.01

**ITEM E-APPROVAL OF AUDITOR CONTRACT:**

Concern regarding bid on professional services was expressed.

Lewis, Hooper & Dick, LLC has conducted the annual financial audit for GCCC for over 20 years. The most recent three-year agreement expired at the conclusion of the June 30, 2013 audit. College's staff and financial services has a good working relationship with LHD staff and their experience and familiarity with the GCCC administrative data base and accounting practices creates efficiencies within the auditing process.

LHD has proposed a three-year continuation of auditing services at an annual cost of \$65,163 each year with no annual increase. As in the past, the auditing fees for Broncbuster Athletic Association and Garden City Community College Endowment Association are included with our audit. General Accounting Standards Board (GASB) requires these "component units" of the college to be audited; therefore the college pays for their audits. In order to reduce the overall cost of the audit, the two entities will no longer receive separate printed financial statements upon conclusion of the audit; the financial information will be included in the college financial statements. This consolidation will amount to an annual savings of \$8,511. This complies with the college's requirement for professional services.

President Swender expressed his appreciation to Dee Wigner, Executive Vice President, for her efforts toward completing this agreement for professional services for GCCC.

**Motion:**

*Clifford, moved, seconded by Crist to approve consent agenda item II-E Approval of Auditor Contract..*

*Ayes: Clifford, Crist, Douglass, Worf, Schwartz, Sterling*

*Nays: None*

*Motion carried: 6-0*

**ITEM F-APPROVAL OF NATIONAL AMERICAN UNIVERSITY AGREEMENT:**

Trustees discussed and expressed reasons for their support of the agreement with National American University. Trustees were in support of the agreement which would provide Southwest Kansas students and Finney County residents an opportunity to complete a bachelor's degree without leaving the area. Additional support was expressed by GCCC Trustees for discounted tuition and scholarships for Finney County residents and GCCC graduates as well as faculty and staff. Dr. Swender commented that Kansas has 18 private institutions of higher education and that GCCC already has articulation agreements with many of these as well as the six state regents' universities. The agreement with NAU will provide another viable option for Finney County residents and GCCC students.

Trustees stated that the agreement is clear and well crafted. Tuition rates should be ready by the May Board of Trustees meeting.

**Motion:**

*Clifford, moved, seconded by Crist to approve consent agenda item II-F Approval of National American University Agreement.*

*Ayes: Clifford, Crist, Douglass, Worf, Schwartz, Sterling*

*Nays: None*

*Motion carried: 6-0*

**MONITORING REPORTS and ENDS REPORTS:**

Trustees indicated they had received and reviewed the following monitoring report:

- Quarterly, General Executive Constraints, #7, #8
- Quarterly, General Executive Constraints, #5

Trustees accepted monitoring reports as presented

**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

Trustees reviewed the following monitoring reports:

- Annual, Academic Advancement

No changes or additions to were recommended at this time.

**OWNERSHIP LINKAGE:**

Trustees indicated that several of them had been contacted about the agreement with NAU. Trustees stated that they appreciate and value owner input.

**REPORTS:**

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

**Thank you:**

President Swender thanked the GCCC Board, Staff and Faculty for their condolences at the recent loss of his Father.

3<sup>rd</sup> Annual Fine Arts Day:

The Fine Arts & Humanities division hosted the 3<sup>rd</sup> Annual Fine Arts Day on March 6. Nearly 70 high school seniors from area schools attended and learned of scholarship opportunities in art, design, media, drama and music. Students toured facilities in the Pauline Joyce Fine Arts Building and John Collins Technical Building, attended breakout sessions and met with faculty, staff and students. This is a big recruitment event for the college, which showcases the fine arts and humanities programs being offered.

KACCT Newsletter:

Garden City Community College has been featured on the front page of the Kansas Association of Community College Trustees newsletter. The feature discussed the launch of NAU and the on campus offering of a baccalaureate degree.

Congratulations:

President Swender added his congratulations to the Criminal Justice Competition Team for their fine representation of GCCC at the national American Criminal Justice Association/Lambda Alpha Epsilon Competition and Conference March 9-14 in Overland Park.

Athletics

Various athletic camps have been scheduled throughout the summer months. Athletics is making an effort to have a camp for each sport that is offered. President Swender expressed his appreciation to Ryan Ruda, Vice President of Student Services/Athletic Director and his staff for their effort and leadership.

Residential Life

President Swender reported that Residential Appreciation Night was very successful. Over 30 volunteers from both on and off-campus were involved to help serve food and fellowship with students. Approximately 185 resident guests attended the event.

Up Coming Events:

94<sup>th</sup> Annual GCCC Commencement has been scheduled for May 16, 2014 at 7:00 PM, in the front gym of Dennis Perryman Athletic Center with a VIP reception beginning at 6:00 p.m. in the Hall of Fame Room of DPAC. A more complete list of end of year events will be sent to all trustees next week.

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

- Work continues on the American Legion building. The projected opening date for the restaurant is late summer. The client involved with the American Legion is also involved with the remodel of the former Rose House of Flowers. That property will become corporate offices and apartments on the upper level.
- Presentations have been given by four senior housing development companies. This project is moving forward.
- New business zoning issues are being addressed. Business licenses, at minimal cost, will be issued to new businesses in an effort to locate in areas that have been zoned for commercial use.

**EXECUTIVE SESSION:**

***Motion:***

***Clifford moved, seconded by Worf that the board recess briefly at 7:20 p.m. for a five minute break and reconvene into a thirty minute executive session at 7:25 p.m. for the purpose of discussion personnel matters of non-elected personnel.***

***No action will be taken.***

***Ayes: Clifford, Crist, Douglass, Worf, Schwartz, Sterling***

***Nays: None***



***Motion carried: 6-0***

Persons included in executive session:  
GCCC Board of Trustees  
Herbert Swender, President  
Dee Wigner, Executive Vice President

Meeting adjourned at 7:55 p.m.

**UPCOMING CALENDAR EVENTS:**

May 6 Athletic Banquet, 6:00 p.m. DPAC Gym  
May 8 SGA Student Awards/Honors Banquet, 5:30 p.m., Dennis Perryman Athletic Complex Gymnasium  
May 13 Board of Trustee Meeting, 6:00 p.m., Endowment Room of Beth Tedrow Student Center  
May 15 DPS Awards Celebration, 6 p.m.  
Choral Music's Pop Concert featuring the GCCC College Singers & Concert Choir; 7:30 p.m., Fine Arts Auditorium  
May 16 VIP Reception Hall of Fame Room, 5:30 p.m., Dennis Perryman Athletic Complex  
GCCC Commencement 7 p.m., Dennis Perryman Athletic Complex Gymnasium  
May 17 Legislative Coffee, St. Catherine Hospital Cafeteria 9:00 a.m.  
Nursing Pinning Ceremony, 2 p.m., Pauline Joyce Fine Arts Auditorium  
John Deere TECH Program Brunch, time TBA  
May 19-21 Final Exams  
May 26 Memorial Day, No Classes and Offices are closed

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Debra J. Atkinson  
Deputy Clerk

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Herbert J. Swender  
President

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Dr. Merilyn Douglass  
Chair of the Board

**Agenda No: II-B**

**Date: May 13, 2014**

**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:**



May 7, 2014

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

New Hire

Brogan Hoover, Social Science Instructor, effective August 8, 2014  
Brice Knapp, Head Cheer/Yell/Dance Coach, effective April 14, 2014  
Eric Hickson, PT Assistant Football Coach, effective March 25, 2014  
Holly Chandler, Reading Instructor, effective August 8m 2014

Separations

T J Horton, Head Athletic Trainer, effective June 30, 2014  
Matt Christian, Head Men & Women's Golf Coach, effective June 30, 2014

Retirement

Carol Heinemann, Library Assistant, effective July 31, 2014  
Sandy Hawley, Ammonia Refrigeration Training Coordinator, effective July 31, 2014

Transfers/Promotions

Vacancies

Director of Workforce Development  
Webmaster  
Computer Science Instructor  
Chemistry Instructor  
Athletic Trainer  
College Health Nurse

**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 5/13/14)

<b>INSTRUCTOR</b>	<b>CLASS</b>	<b>AMOUNT</b>
Ackerman, Linda	Intro Computer Concepts & Appl (CSCI-110-GC) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Anderson, Amy	Intro Computer Concepts & Appl (CSCI-110-GD) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Atchley, Beth	College Algebra (MATH-108-GC) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Bachman, Jennifer	Outreach Coordinator Contract Spring 2014 semester	\$200.00 base + 136 hr(s) @ 6.04/hr = \$1,021.44
Barrett, Jennifer	College Algebra (MATH-108-HO) 8/21/13 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Bowser, Lisa	Outreach Coordinator Contract Spring 2014 semester	\$200.00 base + 24 hr(s) @ 6.27/hr = \$350.48
Bowser, Michael	English II (ENGL-102-DE) 1/6 – 5/22/14 – <i>Pro-rated</i>	3/8 x \$375.00/hr x 3 hr(s) = \$421.88
Breitkreutz, Betsy	College Algebra (MATH-108-LE) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Brown, Nathan	American History Since 1865 (HIST-104-LE) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Butt, Clifton	English II (ENGL-102-LE) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Conard, Julie	Interpersonal Communication I (SPCH-113-LE) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Cooksey, Todd	College Algebra (MATH-108-TR) 1/6 – 5/22/14 – <i>Pro-rated</i>	4/8 x \$375.00/hr x 3 hr(s) = \$562.50
Dewey, David	Psychology of Coaching (HPER-290-30) 3/24 – 5/22/14	3 hr(s) x \$500.00/hr = \$1,500.00
Douglass, Lucille	KS Carry Concealed (CRMJ300-04) 4/5/14	3 hr(s) @ \$30.00/hr = \$90.00
Dowell, Debbie	Outreach Coordinator Contract Spring 2014	\$200.00 base + 54 hr(s) @ 7.46/hr = \$602.84
Falke, James	Intermediate Rappelling (CRIM-151-01) 4/5 – 4/6/14	0.50 hr(s) x \$500.00/hr = \$250.00
Felker, Amy	College Algebra (MATH-108-DI) 8/22/13 – 5/14/14	3 hr(s) x \$375.00/hr = \$1,125.00
Fischer, Melanie	Certified Nurse Aide (HELR-1025-31) 4/7 – 5/5/14	3 hr(s) x \$500.00/hr = \$1,500.00
Gerstner, Donna	Compass Behavior Health – Challenge Course Lows (CONT304-01) 5/2/14	7 hr(s) @ \$30.00/hr = \$210.00
Hefty, Steven	College Chemistry I (CHEM-109-SY) 8/20/13 – 5/16/14 – <i>Pro-rated</i>	2/8 x \$375.00/hr x 5 hr(s) = \$468.75
Helfrich, Andrew	American History Since 1865 (HIST-104-TR) 8/20/13 – 5/21/14 – <i>Pro-rated</i>	7/8 x \$375.00/hr x 3 hr(s) = \$984.38

Hernandez, Rachelle	Caring for Children-Spec Needs(ECHD-121-81) 3/31 – 4/17/14	1 student @ \$50.00/student = \$50.00
Hernandez, Rachelle	Supp Children's Lrng Thru Play (ECHD-126-81) 4/2 – 4/22/14	1 student @ \$50.00/student = \$50.00
Hernandez, Rachelle	Undrstdg Children's Temperamnt (ECHD-127-80) 4/2 – 4/22/14	1 student @ \$50.00/student = \$50.00
Hess, Elizabeth	Outreach Coordinator Contract Spring 2014 semester	\$200.00 base + 147 hr(s) @ 6.27/hr = \$1,121.69
Homm, Michael	KS Carry Concealed (CRMJ300-04) 4/5/14	4 hr(s) @ \$30.00/hr = \$120.00
Hoover, Kevin	Nursing Home Med Aide (HELR-1033-LK) 3/24 – 5/13/14	3 hr(s) @ 500.00/hr = \$1,500.00
Hoover, Kevin	Nursing Home Med Aide Lab (HELR-103L-LK) 3/24 – 5/13/14	2 hrs @ 500.00/hr + \$400 ext amt= \$1,400.00
Hoover, Kevin	Nursing Home Med Aide Lab (HELR-103L-LKA) 3/24 – 5/13/14	2 hrs @ 500.00/hr = \$1,000.00
Hunter, Marian	Certified Nurse Aide (HELR-1025-31) 4/7 – 5/5/14	2 hr(s) x \$500.00/hr = \$1,000.00
Kelly, Cindy	English II (ENGL-102-HO) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Kennedy, Stanley	Intro to Criminal Justice (CRIM-101-HO) 8/21/13 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Kreutzer, Janis	Outreach Coordinator Contract Spring 2014 semester	\$200.00 base + 117 hr(s) @ 7.33/hr = \$1,057.61
Kucharik, Stephen	English II (ENGL-102-SC/102-SD) 1/15 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Kuhn, Rita	Certified Nurse Aide (HELR-1023-TR & HELR-102L-TR) 3/25 – 5/1/14	5 hr(s) x \$500.00/hr = \$2,250.00
Lalicker, Shelli	Principles of Biology (BIOL-105-GC) 8/20/13 – 5/22/14	5 hr(s) x \$375.00/hr = \$1,875.00
Larkin, Nathaniel	Anatomy & Physiology (BIOL-210-TR) 8/20/13 – 5/21/14 – <i>Pro-rated</i>	2/8 x \$375.00/hr x 5 hr(s) = \$468.75
Larkin, Nathaniel	General Chemistry (CHEM-105-TR) 8/20/13 – 5/21/14 – <i>Pro-rated</i>	6/8 x \$375.00/hr x 5 hr(s) = \$1,406.25
LaSalle, Jennifer	Outreach Coordinator Contract Spring 2014 semester	\$200.00 base + 70 hr(s) @ 6.52/hr = \$656.40
Leadbetter, Richard	English I (ENGL-101-HE) 1/13/13 – 5/22/14 – <i>Pro-rated</i>	1/8 x \$375.00/hr x 3 hr(s) = \$140.63
Lee, Terry	Compass Behavior Health – Challenge Course Lows (CONT304-01) 5/2/14	7 hr(s) @ \$30.00/hr = \$210.00
Lehman, Jennifer	Outreach Coordinator Contract Spring 2014 semester	\$200.00 base + 24 hr(s) @ 6.15/hr = \$347.60
Long, Charles	Business Ethics (BSAD-220-30) 3/24 – 5/22/14	3 hr(s) x \$500.00/hr = \$1,500.00
Manly, Catelyn	College Algebra (MATH-108-LK) 8/22 – 5/9/14 – <i>Pro-rated</i>	2/8 x \$375.00/hr x 3 hr(s) = \$281.25

Marquez, Gloria	Cake Decorating (CULA101-02) 4/7 – 4/9/14	5 hr(s) @ \$30.00/hr = \$150.00
McFann, Carey	American Government (POL-105-HO) 8/21/13 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Neff, Martin	Basic Electr Motor Controls (INPR-231-01) 3/24 – 3/28/14	3 hr(s) x \$700.00/hr = \$2,100.00
Neri, Juan	Entrepreneurship (BSAD-128-GC/128-GD) 8/20/13 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Novack, Chad	Lifetime Fitness (HPER-121-HO/121-HP) 1/7 – 5/22/14 – <i>Pro-rated</i>	2/8 x \$375.00/hr x 2 hr(s) = \$187.50
Paget, William	College Algebra (MATH-108-SC) 1/15 – 5/22/14 – <i>Pro-rated</i>	6/8 x \$375.00/hr x 3 hr(s) = \$843.75
Prewitt, Robert	KS Carry Concealed (CRMJ300-04) 4/5/14	10 hr(s) @ \$30.00/hr = \$300.00
Reese, Kevin	Entrepreneurship (BSAD-128-SC) 8/28/13 – 5/21/14 – <i>Pro-rated</i>	3/8 x \$375.00/hr x 3 hr(s) = \$421.88
Rogers, Stacy	Principles of Biology (BIOL-105-SC) 8/28/13 – 5/21/14	5 hr(s) x \$375.00/hr = \$1,875.00
Rupp, David	NSC Defensive Driving Course (CRMJ501-03) 4/12/14	8 hr(s) @ \$30.00/hr = \$240.00
Saddler, Dru	Introduction to Sociology (SOC-102-GC) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Sauerwein, Michael	Accounting Basics (ACCT-101-DE) 8/12/13 – 5/15/14 – <i>Pro-rated</i>	5/8 x \$375.00/hr x 3 hr(s) = \$703.13
Schmitz, Robert	College Algebra (MATH-108-DE) 1/6 – 5/22/14 – <i>Pro-rated</i>	5/8 x \$375.00/hr x 3 hr(s) = \$703.13
Scott, Renee	Outreach Coordinator Contract Spring 2014	\$200.00 base + 789 hr(s) @ 5.91/hr = \$4,862.99
Shearer Morse, Ashley	English II (ENGL-102-DI/102-DJ) 1/6 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Smith, Shirley	English II (ENGL-102-GC) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Smith, Shirley	English II (ENGL-102-GD) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Smith, Shirley	English II (ENGL-102-GE) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Strawder, Freddie	EVOC II (CRIM-141-01) 3/29 – 3/30/14	1 hr(s) x \$500.00/hr = \$500.00
Stucky, Tina	English II (ENGL-102-SY) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Summers, Marcus	General Psychology (PSYC-101-GC) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Summers, Marcus	General Psychology (PSYC-101-GD) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Thompson, Kevin	English II (ENGL-102-LK) 2/12 – 5/22/14 – <i>Pro-rated</i>	7/8 x \$375.00/hr x 3 hr(s) = \$984.38

Tidwell, Russell	Public Speaking (SPCH-111-GC) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Tidwell, Russell	Public Speaking (SPCH-111-GD) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Van Dolah, Patricia	Public Speaking (SPCH-111-HO) 1/7 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Wasinger, Shairlyn	Public Speaking (SPCH-111-SC) 1/15 – 5/22/14	3 hr(s) x \$375.00/hr = \$1,125.00
Wenzel, Leslie	Mosaic (CONT951-08) 3/14 – 3/28/14	4 hr(s) @ \$30.00/hr = \$120.00
Wilson, Mary	Excel Intermediate (COMP302-02) 4/14 – 4/16/14	6 hr(s) @ \$30.00/hr = \$180.00
Woelk, Angela	General Psychology (PSYC-101-TR/101-TS) 8/20/13 – 5/21/14 – <i>Pro-rated</i>	6/8 x \$375.00/hr x 3 hr(s) = \$843.75
Woelk, Angela	Outreach Coordinator Contract Spring 2014 semester	\$200.00 base + 36 hr(s) @ 6.15/hr = \$441.40

**TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS**

**\$ 67,654.36**

**Agenda No: II-C**

**Date: May 13, 2014**

**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

May 2014

### Purchases over \$20,000 requiring bid sheet:

None to report

### Payments over \$20,000 not requiring bid sheets:

- Check #231984 to EduKan for \$58,135.00 for tuition and fees for Spring 2014 Semester Session 2.
- Check #232243 to City of Garden City for \$46,220.66 for utilities.
- Check #232244 to Commerce Bank for \$57,859.33 for various purchase card purchases.
- Check #232486 to Great Western Dining for \$46,898.25 for various invoices.
- Check #232505 to Seminole Retail Energy for \$44,893.07 for utilities.
- Check #232516 to Blue Cross and Blue Shield of Kansas \$100,013.84 for May health insurance premiums.

Fiscal Year: 2014

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	1,352.00	1,740,429.51-	1,860,000.00-	119,570.49-	6.43
11-00-0000-00000-4002 AMMONIA REFG COURS	0.00	66,413.00	0.00	0.00	0.00	0.00
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	3,888.00-	246,588.00-	225,000.00-	21,588.00	9.58-
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	30.00-	86,601.00-	50,000.00-	36,601.00	73.19-
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	234.00	78,408.00-	40,000.00-	38,408.00	96.01-
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	441.00-	316,524.83-	337,500.00-	20,975.17-	6.21
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	117.00	39,204.00-	40,600.00-	1,396.00-	3.44
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	49,746.63	42,864.62	50,000.00	7,135.38	14.27
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	270.00	25,110.00-	26,900.00-	1,790.00-	6.65
11-00-0000-00000-4014 TUITION BORDER STA	0.00	664.00-	199,096.00-	230,000.00-	30,904.00-	13.44
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	0.00	6,055.00-	10,000.00-	3,945.00-	39.45
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	2,120.00-	7,590.00-	3,500.00-	4,090.00	116.85-
11-00-0000-00000-4102 PRIVATE GIFTS/GRAN	0.00	0.00	0.00	20,000.00-	20,000.00-	100.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	200.00-	950.00-	10,000.00-	9,050.00-	90.50
11-00-0000-00000-4512 VENDING MACHINES :	0.00	811.42-	5,457.92-	10,000.00-	4,542.08-	45.42
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	600.00	23,200.00-	15,000.00-	8,200.00	54.66-
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,691,376.00-	1,908,415.00-	217,039.00-	11.37
11-00-0000-00000-4603 STATE PMT FOR HS T	0.00	0.00	182,970.00-	0.00	182,970.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	6,041,522.66-	9,800,000.00-	3,758,477.34-	38.35
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	551,673.90-	700,000.00-	148,326.10-	21.19
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	5,639.46-	7,000.00-	1,360.54-	19.44
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	124,057.23-	135,000.00-	10,942.77-	8.11
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	32,154.02-	131,000.00-	98,845.98-	75.45
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	11,670.24-	5,000.00-	6,670.24	133.39-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	20,966.18-	25,000.00-	4,033.82-	16.14
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	176,400.00-	176,400.00-	100.00
11-00-0000-00000-4813 D/S TRANSFER : GEN	0.00	0.00	2,716.85-	0.00	2,716.85	0.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	2,336.19-	26,232.27-	55,000.00-	28,767.73-	52.30
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	4,170.00-	82,545.80-	110,000.00-	27,454.20-	24.96
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	906.16-	18,056.10-	45,000.00-	26,943.90-	59.88
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	950.00-	10,547.47-	15,000.00-	4,452.53-	29.68
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,407,722.00	1,407,722.00	100.00
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Totals for FUND: 11 - GENERAL	0.00	102,215.86	11,534,477.82-	14,533,593.00-	2,999,115.18-	20.64
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12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	66,413.00-	85,616.00-	0.00	85,616.00	0.00
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	14,243.00-	302,410.00-	600,000.00-	297,590.00-	49.60
12-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	0.00	0.00	40,000.00-	40,000.00-	100.00
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	105.00	2,380.00-	5,000.00-	2,620.00-	52.40
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,012,931.00-	795,892.00-	217,039.00	27.26-
12-00-0000-00000-4603 STATE PMT FOR HS T	0.00	0.00	0.00	150,000.00-	150,000.00-	100.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,407,722.00-	1,407,722.00-	100.00
=====						
Totals for FUND: 12 - PTE FUND	0.00	80,551.00-	1,403,337.00-	2,998,614.00-	1,595,277.00-	53.20

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	308,028.17-	487,884.00-	179,855.83-	36.86
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	30,207.16-	35,329.00-	5,121.84-	14.50
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	309.49-	352.00-	42.51-	12.08
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	6,574.35-	7,000.00-	425.65-	6.08
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	2,416.64-	6,555.00-	4,138.36-	63.13
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	1,156.79-	1,194.00-	37.21-	3.12
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	10,000.00-	10,000.00-	100.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	348,692.60-	548,314.00-	199,621.40-	36.41
=====						
Totals for BUDGET.OFFICER: Unassigned	0.00	21,664.86	13,286,507.42-	18,080,521.00-	4,794,013.58-	26.51

Fiscal Year: 2014

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	97.05	4,763.06	38,295.92	51,429.00	13,036.03	25.35
DEPARTMENT: 11020 - HUMANITIES	56.40	1,352.14	8,964.50	5,336.62	3,684.28-	69.03-
DEPARTMENT: 11021 - ENGLISH	0.00	29,258.43	275,725.59	341,934.02	66,208.43	19.36
DEPARTMENT: 11022 - SPEECH	0.00	6,824.57	52,891.40	58,241.25	5,349.85	9.19
DEPARTMENT: 11023 - PHILOSOPHY	0.00	538.25	2,691.25	0.00	2,691.25-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	1,727.80	320.00	1,407.80-	439.93-
DEPARTMENT: 11025 - JOURNALISM	0.00	5,563.15	48,358.97	57,897.00	9,538.03	16.47
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	1,614.75	972.00	642.75-	66.12-
DEPARTMENT: 11030 - ART	1,265.09	11,211.86	118,070.41	134,658.00	15,322.50	11.38
DEPARTMENT: 11031 - DRAMA	0.00	7,015.95	62,306.51	69,711.00	7,404.49	10.62
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	11,134.43	77,247.60	87,099.00	9,851.40	11.31
DEPARTMENT: 11033 - INST MUSIC	0.00	12,906.12	109,107.73	134,583.64	25,475.91	18.93
DEPARTMENT: 11040 - SCIENCE	5,470.85	36,557.98	331,118.10	458,045.56	121,456.61	26.52
DEPARTMENT: 11050 - MATH	260.00	28,721.41	253,454.24	333,994.51	80,280.27	24.04
DEPARTMENT: 11060 - SOCIAL SCIENCE	282.64	38,080.65	320,518.87	390,296.01	69,494.50	17.81
DEPARTMENT: 11070 - HEALTH & PHYSICAL	230.00	18,395.20	166,696.96	175,518.50	8,591.54	4.89
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	7,043.48	69,971.83	85,889.00	15,917.17	18.53
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	762.50	3,695.18	720.00	2,975.18-	413.21-
DEPARTMENT: 11081 - READING	0.00	3,650.47	27,771.71	80,077.00	52,305.29	65.32
DEPARTMENT: 11082 - ESL	0.00	5,481.19	50,977.26	64,360.00	13,382.74	20.79
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	1,703.91	23,353.52	15,440.00	7,913.52-	51.24-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	35.00	3,302.26	5,000.00	1,697.74	33.95
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	38,705.26	19,938.08	254,173.86	412,230.00	119,350.88	28.95
DEPARTMENT: 12014 - FINNUP LAB	0.00	5,835.95	52,578.36	70,506.00	17,927.64	25.43
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 12201 - LPN PROGRAM	0.00	0.00	1,167.92	0.00	1,167.92-	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	269.13	886.85	1,377.00	490.15	35.60
DEPARTMENT: 21100 - GRANT MANAGEMENT &	0.00	0.00	24.00	0.00	24.00-	0.00
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	5,153.46	51,491.43	62,435.00	10,943.57	17.53
DEPARTMENT: 41000 - LIBRARY	1,882.36	14,012.38	150,294.05	184,283.00	32,106.59	17.42
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	1,247.45	7,108.46	67,163.90	83,558.00	15,146.65	18.13
DEPARTMENT: 42000 - DEAN OF LEARNING S	135.96	30,855.78	236,028.99	662,852.11	426,687.16	64.37
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	1,562.41	15,162.05	32,098.00	16,935.95	52.76
DEPARTMENT: 42002 - OUTREACH	122.98	1,432.79	29,241.58	103,956.58	74,592.02	71.75
DEPARTMENT: 42003 - FACULTY SENATE	33.95	985.64	10,475.58	11,967.20	1,457.67	12.18
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	3,845.26	18,025.19	0.00	18,025.19-	0.00
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	3,007.83	21,206.91	0.00	21,206.91-	0.00
DEPARTMENT: 43000 - TRANSITION	0.00	3,390.60	33,897.37	41,297.00	7,399.63	17.92
DEPARTMENT: 50000 - DEAN OF STUDENT SE	37.85	17,688.05	167,339.08	173,671.00	6,294.07	3.62
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	11,912.00	11,907.00	5.00-	0.03-
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	7,768.24	79,517.78	137,001.00	57,483.22	41.96
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	4,796.04	47,929.16	60,427.00	12,497.84	20.68
DEPARTMENT: 50020 - FINANCIAL AID OFFI	30.00	40,441.12	253,636.17	326,208.00	72,541.83	22.24
DEPARTMENT: 50030 - ADMISSIONS	253.23	10,541.91	105,444.76	136,614.00	30,916.01	22.63
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	68.10	18,576.72	122,924.53	146,481.00	23,488.37	16.04

DEPARTMENT: 50050 - STUDENT HEALTH SER	249.00	4,311.45	38,786.57	52,723.00	13,687.43	25.96
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	1,371.28	17,998.10	376,697.59	501,244.35	123,175.48	24.57
DEPARTMENT: 55001 - MEN'S BASKETBALL	480.00	7,132.68	106,051.12	123,459.00	16,927.88	13.71
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	100.00	5,900.93	94,484.59	110,227.00	15,642.41	14.19
DEPARTMENT: 55003 - MEN'S TRACK	0.00	4,061.82	47,451.76	52,515.63	5,063.87	9.64
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	3,875.01	47,028.02	50,440.62	3,412.60	6.77
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	403.00	7,381.36	81,789.54	103,063.00	20,870.46	20.25
DEPARTMENT: 55006 - FOOTBALL	70.00	20,053.47	283,878.52	328,613.40	44,664.88	13.59
DEPARTMENT: 55007 - BASEBALL	3,234.50	10,187.31	104,940.07	123,959.00	15,784.43	12.73
DEPARTMENT: 55008 - VOLLEYBALL	0.00	3,927.05	51,052.61	56,017.00	4,964.39	8.86
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	4,221.00	51,194.83	54,653.00	3,458.17	6.33
DEPARTMENT: 55012 - CHEERLEADING	2,050.00	1,002.72	16,699.62	25,492.00	6,742.38	26.45
DEPARTMENT: 55013 - DANCE TEAM	600.00	956.25	14,653.53	20,263.00	5,009.47	24.72
DEPARTMENT: 55014 - RODEO TEAM	316.90	9,809.54	112,036.93	132,280.00	19,926.17	15.06
DEPARTMENT: 55015 - MEN'S GOLF	33.00	7,005.46	52,369.44	41,102.00	11,300.44-	27.48-
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	7,699.20	100,172.41	117,020.00	16,847.59	14.40
DEPARTMENT: 55020 - PEP BAND	0.00	2,758.57	25,643.76	35,711.00	10,067.24	28.19
DEPARTMENT: 61000 - PRESIDENT	1,853.13	41,093.83	302,252.07	434,351.00	130,245.80	29.99
DEPARTMENT: 61001 - BOARD OF TRUSTEES	105.90	127.08	16,306.88	24,840.00	8,427.22	33.93
DEPARTMENT: 61005 - ATTORNEY	0.00	1,485.00	28,893.44	20,250.00	8,643.44-	42.67-
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	1,139.07	49,887.68	848,247.57	1,694,014.00	844,627.36	49.86
DEPARTMENT: 62010 - HUMAN RESOURCES	377.15	9,427.79	103,885.00	142,209.00	37,946.85	26.68
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,036.91	41,091.82	61,904.00	20,812.18	33.62
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	12,179.89	475,000.00	462,820.11	97.44
DEPARTMENT: 63000 - INFORMATION SERVIC	2,890.28	10,710.85	147,438.77	266,599.00	116,269.95	43.61
DEPARTMENT: 64000 - INFORMATION TECHNO	7,573.85	40,506.53	511,612.57	705,080.00	185,893.58	26.36
DEPARTMENT: 65000 - CENTRAL SERVICES	756.00	9,440.86	140,592.61	156,968.00	15,619.39	9.95
DEPARTMENT: 66000 - MARKETING	0.00	0.00	275.00-	75,000.00	75,275.00	100.37
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	5,840.00	6,680.97	110,931.64	148,881.00	32,109.36	21.57
DEPARTMENT: 71000 - BUILDINGS	24,647.90	28,886.59	293,743.44	417,098.00	98,706.66	23.67
DEPARTMENT: 72000 - CUSTODIAL SERVICES	5,215.42	38,060.91	350,244.73	473,872.00	118,411.85	24.99
DEPARTMENT: 73000 - GROUNDS	3,172.33	13,819.28	159,610.58	217,546.00	54,763.09	25.17
DEPARTMENT: 73001 - ATHLETIC FIELDS	1,850.00	18,791.45	96,660.39	68,081.00	30,429.39-	44.69-
DEPARTMENT: 74000 - VEHICLES	1,744.22	53,196.23	214,183.80	303,725.00	87,796.98	28.91
DEPARTMENT: 75000 - CAMPUS SECURITY	719.92	9,511.39	93,123.15	164,781.00	70,937.93	43.05
DEPARTMENT: 76000 - INSURANCE	0.00	9,280.29	325,310.57	315,954.00	9,356.57-	2.95-
DEPARTMENT: 77000 - UTILITIES	3,485.86	84,878.07	649,651.59	793,342.00	140,204.55	17.67
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	569.23-	139,499.46-	62,000.00	201,499.46	325.00
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	2,014.00	9,020.00	7,006.00	77.67
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	0.00	22,684.00	33,087.00	10,403.00	31.44
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	11,690.00	3,000.00	8,690.00-	289.66-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	159.00-	176,839.00	156,575.00	20,264.00-	12.93-
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	80,924.00	49,938.00	30,986.00-	62.04-
DEPARTMENT: 94000 - STUDENT CENTER	135.00	2,153.73	47,299.51	51,369.00	3,934.49	7.66
DEPARTMENT: 98001 - CHILD CARE	0.00	4,428.66	48,057.94	40,000.00	8,057.94-	20.13-

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FUND: 11 - GENERAL	120,592.88	982,167.39	10,108,944.29	14,533,593.00	4,304,055.83	29.61
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GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	3,711.50	31,226.05	39,319.13	8,093.08	20.58
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	11,554.10	67,108.81	84,183.88	17,075.07	20.28
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	6,988.48	85,145.20	65,465.00	19,680.20	30.05-
DEPARTMENT: 12200 - ADN PROGRAM	45.00	24,271.09	201,640.12	343,195.73	141,510.61	41.23
DEPARTMENT: 12201 - LPN PROGRAM	0.00	15,143.53	164,568.36	194,913.00	30,344.64	15.57
DEPARTMENT: 12202 - EMT	10,149.82	16,083.17	127,609.76	162,313.00	24,553.42	15.13
DEPARTMENT: 12203 - ALLIED HEALTH	510.61	9,179.67	116,987.76	167,950.00	50,451.63	30.04
DEPARTMENT: 12210 - AGRICULTURE	721.17	7,752.98	40,582.80	51,213.00	9,909.03	19.35
DEPARTMENT: 12211 - ANIMAL SCIENCE	4,134.43	13,307.56	104,473.94	125,861.00	17,252.63	13.71
DEPARTMENT: 12212 - CULINARY PROGRAM	83.85	1,147.45	3,392.95	867.05	2,609.75	300.98-
DEPARTMENT: 12220 - JOHN DEERE AG TECH	704.81	19,194.98	156,920.42	188,263.00	30,637.77	16.27
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	15,000.00	15,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	1,080.00	6,242.33	56,005.71	71,741.00	14,655.29	20.43
DEPARTMENT: 12240 - CRIMINAL JUSTICE	4,835.84	28,045.76	141,793.77	163,109.00	16,479.39	10.10
DEPARTMENT: 12241 - FIRE SCIENCE	1,092.04	8,020.10	71,848.45	70,065.37	2,875.12	4.09-
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,916.19	97,507.68	106,679.00	9,171.32	8.60
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	12,972.30	31,685.60	260,110.92	405,989.00	132,905.78	32.74
DEPARTMENT: 12271 - AUTOMATION ELECTRI	1,458.65	310.60	6,176.83	8,520.00	884.52	10.38
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	5,401.93	16,382.22	120,684.86	88,346.00	37,740.79	42.71-
DEPARTMENT: 12273 - WELDING	2,813.68	13,443.78	143,938.49	178,503.00	31,750.83	17.79
DEPARTMENT: 42005 - DEAN OF TECHNICAL	75.00	5,767.79	55,853.05	437,117.84	381,189.79	87.21
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	30,000.00	30,000.00	100.00

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FUND: 12 - PTE FUND	46,079.13	249,148.88	2,053,575.93	2,998,614.00	898,958.94	29.98
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Fiscal Year: 2014

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	5,230.66	15,028.86	94,798.15	154,722.23	54,693.42	35.35
DEPARTMENT: 55006 - FOOTBALL	0.00	650.00	425.00	5,600.00	5,175.00	92.41
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	376.78	7,774.98	7,976.29	201.31	2.52
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,181.00	0.00	4,269.45	8,500.00	3,049.55	35.88
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	272.00	1,577.43	1,305.43	82.76
DEPARTMENT: 55012 - CHEERLEADING	3,000.00	0.00	6,924.58	10,000.00	75.42	0.75
DEPARTMENT: 55008 - VOLLEYBALL	0.00	274.36	4,653.88	5,961.00	1,307.12	21.93
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	1,124.43	11,213.85	16,000.00	4,786.15	29.91
DEPARTMENT: 31000 - COMMUNITY SERVICE	135.00	1,228.20	10,621.22	77,000.00	66,243.78	86.03
DEPARTMENT: 55007 - BASEBALL	0.00	738.00	25,681.86	29,000.00	3,318.14	11.44
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,859.14	1,859.14	5,750.00	3,890.86	67.67
DEPARTMENT: 12273 - WELDING	0.00	0.00	3,631.94	10,000.00	6,368.06	63.68
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	5,350.19	40,000.00	34,649.81	86.62
DEPARTMENT: 00000 - GENERAL	0.00	1,244.86	8,915.63	8,950.00	34.37	0.38
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	997.00	0.00	997.00	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	25.00	100.00	75.00	75.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	279.38	3,417.71	6,022.82	2,605.11	43.25

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FUND: 14 - ADULT SUPPLEMENTARY ED	9,546.66	20,028.01	190,831.58	387,159.77	186,781.53	48.24
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GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	334.06	4,154.74	9,000.00	4,845.26	53.84
DEPARTMENT: 94000 - STUDENT CENTER	3,916.97	1,355.09	23,241.61	171,000.00	143,841.42	84.12
DEPARTMENT: 95000 - STUDENT HOUSING	3,905.34	84,171.02	956,690.86	1,433,200.00	472,603.80	32.98
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	0.00	5,000.00	5,000.00	100.00
DEPARTMENT: 98000 - COSMETOLOGY	2,811.67	2,291.92	82,819.34	139,907.56	54,276.55	38.79
DEPARTMENT: 97000 - BOOKSTORE	16,560.55	18,797.71	735,553.13	823,000.00	70,886.32	8.61
DEPARTMENT: 91000 - ARENA	0.00	830.56	6,464.89	5,000.00	1,464.89-	29.29-
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FUND: 16 - AUXILIARY ENTITIES	27,194.53	107,780.36	1,808,924.57	2,586,107.56	749,988.46	29.00

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	1,670.68	2,250.00	579.32	25.75
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	0.00	4,820.00	5,000.00	180.00	3.60
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.03-	0.00	0.03	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	3,935.83	34,353.12	41,000.00	6,646.88	16.21
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	2,489.48	2,489.48	0.00	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	736.76	17,156.61	204,509.07	378,752.44	173,506.61	45.81
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	43,011.69	43,015.44	3.75	0.01
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	467.45	191,681.12	195,170.62	3,489.50	1.79
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	6,604.43	0.00	6,604.43-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	1,755.25	0.00	1,755.25-	0.00
DEPARTMENT: 14010 - AO-K	0.00	813.67	10,621.18	19,388.89	8,767.71	45.22
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	613.58	0.00	613.58-	0.00
DEPARTMENT: 14010 - AO-K	0.00	0.00	26,554.70	23,772.53	2,782.17-	11.69-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	5,662.24	19,234.83	67,594.00	48,359.17	71.54
DEPARTMENT: 50000 - DEAN OF STUDENT SE	797.56	18,721.28	125,011.25	260,885.00	135,076.19	51.78
DEPARTMENT: 00000 - GENERAL	0.00	0.00	11,912.00-	11,912.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	15,261.74	134,617.97	237,592.00	102,974.03	43.34
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,529.26	22,865.75	0.00	22,865.75-	0.00
DEPARTMENT: 14010 - AO-K	0.00	906.45	906.45	6,104.99	5,198.54	85.15
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	11,519.00	11,519.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	5,912.02	16,314.46	34,629.00	18,314.54	52.89
DEPARTMENT: 31000 - COMMUNITY SERVICE	284.96	4,761.60	38,454.32	63,151.00	24,411.72	38.66
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	5,462.23	77,892.86	83,403.00	5,510.14	6.61
DEPARTMENT: 42000 - DEAN OF LEARNING S	363.54	9,720.51	112,619.76	153,143.03	40,159.73	26.22
DEPARTMENT: 31000 - COMMUNITY SERVICE	75.00	11,788.28	77,574.66	145,465.00	67,815.34	46.62
DEPARTMENT: 14010 - AO-K	0.00	0.00	2,147.62	8,321.11	6,173.49	74.19
DEPARTMENT: 11040 - SCIENCE	0.00	9,042.60	9,042.60	55,000.00	45,957.40	83.56
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	3,279.72	15,843.41	34,000.00	18,156.59	53.40
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FUND: 22 - RESTRICTED GRANTS	2,257.79	115,421.49	1,180,817.27	1,859,734.53	676,659.47	36.38

Fiscal Year: 2014			FUND: 23 - OTHER RESTRICTED FUNDS				
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail	
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	182.90-	0.00	182.90	0.00	
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	1,000.00	1,000.00	100.00	
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	4,050.93	4,050.93	7,341.76	3,290.83	44.82	
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FUND: 23 - OTHER RESTRICTED FUNDS	0.00	4,050.93	3,868.03	8,341.76	4,473.73	53.63	

Fiscal Year: 2014			FUND: 24 - ADULT EDUCATION				
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail	
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	76.42	10,237.50-	950.00	11,187.50	177.63	
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	46.97	2,087.40	4,500.00	2,412.60	53.61	
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	204.50	0.00	204.50-	0.00	
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	0.00	0.00	0.00	
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	0.00	0.00	0.00	
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	0.00	0.00	0.00	
DEPARTMENT: 13301 - ADULT ED - INSTRUC	54.81	7,843.14	156,326.42	179,286.11	22,904.88	12.78	
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	1,575.86	3,806.46	6,815.21	3,008.75	44.15	
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	17,130.99	144,057.10	227,988.70	83,931.60	36.81	
DEPARTMENT: 00000 - GENERAL	0.00	0.00	37,500.00-	37,500.00-	0.00	0.00	
DEPARTMENT: 13301 - ADULT ED - INSTRUC	30.77	11,968.00	84,644.38	177,500.00	92,824.85	52.30	
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FUND: 24 - ADULT EDUCATION	85.58	38,641.38	343,388.76	559,540.02	216,065.68	38.61	

Fiscal Year: 2014			FUND: 61 - CAPITAL OUTLAY				
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail	
DEPARTMENT: 71000 - BUILDINGS	0.00	18,780.00	50,635.00	548,314.00	497,679.00	90.77	
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FUND: 61 - CAPITAL OUTLAY	0.00	18,780.00	50,635.00	548,314.00	497,679.00	90.77	

Fiscal Year: 2014			FUND: 71 - ACTIVITY/ORGANIZATION FD				
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail	
DEPARTMENT: 50000 - DEAN OF STUDENT SE	19,128.92	30,889.78	252,918.77	378,426.34	106,378.65	28.11	
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,593.37	21,467.93	28,419.00	6,951.07	24.46	
DEPARTMENT: 99001 - STUDENT NEWSPAPER	1,890.73	1,187.82	13,845.89	51,750.00	36,013.38	69.59	
DEPARTMENT: 99002 - STUDENT MAGAZINE	0.00	0.00	0.00	0.00	0.00	0.00	
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	1,790.00	19,499.79	25,629.93	6,130.14	23.92	
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FUND: 71 - ACTIVITY/ORGANIZATION FD	21,019.65	35,460.97	307,732.38	484,225.27	155,473.24	32.11	



Fiscal Year: 2014

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	19,092.00	0.00	19,092.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	16,637.00	0.00	16,637.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	18,156.00	0.00	18,156.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	5,528.00	0.00	5,528.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	6,570.00	0.00	6,570.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	106.00-	98,939.00	0.00	98,939.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	13,723.00	0.00	13,723.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	1,095.00	0.00	1,095.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	20,686.00	0.00	20,686.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	22,783.00	0.00	22,783.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	3,179.00	0.00	3,179.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	10,032.00	0.00	10,032.00-	0.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	8,236.00	0.00	8,236.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	22,889.00	0.00	22,889.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	6,287.00	0.00	6,287.00-	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	13,369.00	0.00	13,369.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	12,753.00	0.00	12,753.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	17,709.00	0.00	17,709.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	22,061.00	0.00	22,061.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	2,296.00	0.00	2,296.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	14,747.00	0.00	14,747.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	25,948.00	0.00	25,948.00-	0.00
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FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	106.00-	382,715.00	0.00	382,715.00-	0.00

Fiscal Year: 2014

FUND: 73 - EDUKAN CONSORTIUM FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	73,300.00	398,755.00	609,000.00	210,245.00	34.52
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FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	73,300.00	398,755.00	609,000.00	210,245.00	34.52

Garden City Community College  
4/30/2014

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 258,581.39	0.0000%
State Municipal Invest. Pool	\$ 21,729.01	0.0070%
FNB of Garden City - Money Market	\$ 25,384.00	0.2500%
FNB of Garden City - Insured Cash Sweep	\$ 6,962,677.30	0.2500%
Commerce Bank - Money Market	\$ 505,417.95	0.0800%
Landmark National Bank	\$ 93,776.30	0.0900%
	<u>\$ 7,867,565.95</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
First National Bank of Garden City	CDARS	\$ 2,000,000.00	0.3200%	1/30/2014	1/29/2015
First National Bank of Garden City	CDARS	\$ 1,000,000.00	0.3000%	3/13/2014	3/12/2015
First National Bank of Garden City	CDARS	\$ 1,000,000.00	0.3200%	3/13/2014	9/12/2015
		<u>\$ 4,000,000.00</u>			
 Total		<u><u>\$ 11,867,565.95</u></u>			

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

**Agenda No:** II-D-1

**Date:** May 13, 2014

**Topic:** Food Service Contract

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

Great Western Dining has provided food service for GCCC since July 1, 2008. The 5-year contract expired July 30, 2013. After a one-year extension, it was determined GCCC would seek proposals for food service. As per college practice an advertisement was placed in The Garden City Telegram. In addition, requests for proposals were emailed to eight companies. Three vendors expressed interest and attended a mandatory pre-bid meeting on April 23. One vendor indicated they would not be able to submit a proposal within the time frame required. Two vendors, Consolidated Management Company (Consolidated) and Great Western Dining (GWD) provided proposals.

An ad-hoc committee met with the vendors on April 23 and then reviewed the two proposals. Consolidated provided a 5-year proposal with a one-time signing bonus of \$10,000. GWD provided two options – Option 1 was a five-year proposal with no rate increase in year one. Option 2 – was a 10-year agreement with a rate increase in meal rates and a \$160,000 investment in capital improvements. The committee determined the capital improvements were solely funded by the increase in meal rates.

Two references were contacted in regards to Consolidated. Both indicated they were pleased with the service and quality of food. One reference indicated they began a new contract with Consolidated July 1, 2013. Since that time, they have had 3 managers. They reported that upper management at Consolidated has been very involved in assuring the students did not notice a difference in quality or service. They believe they now have a manager that will meet their expectations. Both schools indicated they spent a considerable amount of time working with new managers on menu design, catering expectations, and other management issues but are now pleased with their decision to contract with Consolidated.

The proposal from Consolidated included a statement that the proposal was based on certain assumptions and, if the assumptions do not reflect current reality, they reserve the right to renegotiate the contract's terms within the first six (6) months of operation, or, if mutual agreement is not met, to cease operation with at least ten (10) days' notice. This clause is concerning, After seeking proposals and only receiving two, our options would be very limited if the food service vendor ceased operation with as little as 10 days' notice.

GWD has served GCCC for 6 years. Our current manager, Marie Bradley, has exceeded all expectations and has indicated she wishes to stay with GWD. GWD has contracts with two schools within a 55 mile radius. In times of emergency, they have proven they will be here to do whatever necessary to assure continual quality service. GWD contracts with 12 other colleges in Kansas. When our athletic teams travel we have reciprocity for meals with any GWD serving college.

After much consideration, the committee recommended a 5-year contract with Great Western Dining. Although Consolidated proposed a lower annual food cost of \$78 per year per student, the committee recommends continuing with GWD as the food service provider for GCCC.

**Budget Information:**

Food service contract is paid from the Residential Life Auxiliary Fund. Approximately \$550,000 annually.

**Recommended Board Action:**

Approve 5-year contract with Great Western Dining Service, Inc.

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

**Board Member Notes:**

**Agenda No:** II-D-2

**Date:** May 13, 2014

**Topic:** Floor Covering Replacement

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

The carpet and stairway treads in the West Hall Dormitory need to be replaced. As per practice, an advertisement was placed in The Garden City Telegram. Three local vendors requested specifications. Quotes were received from two vendors. Bid tabulation is attached. J & M Paint provided the best proposal.

**Budget Information:**

\$29,064.35 from Residential Life Auxiliary Fund

**Recommended Board Action:**

Approve removal, purchase and installation of floor covering in the West Hall Dormitory by J & M Paint and Decorating Center for \$39,064.35

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

**Board Member Notes:**

Garden City Community College  
801 Campus Drive  
Garden City, Kansas 67846

Carpet Replacement – West Hall  
April 1, 2013

VENDOR	BASE BID AMOUNT
L & L Floor Covering 112 N. Main Garden City, KS 67846	\$50,310.14
J & M Paint 1615 Buffalo Jones Ave. Garden City, KS 67846	\$39,064.35

**Agenda No: II-D-3**

**Date: May 13, 2014**

**Topic:** Electronic Messaging Center to be located on Campus Drive and Gene Avenue. (Entrance to athletic fields)

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

In coordination with the college's architect, a location for an Electronic Messaging Center (EMC) has been identified. This sign will establish a central entrance to the Multi-Sport Athletic Complex which will navigate traffic and provide current up to date information regarding dates and events for campus activities. Following are the drawing and price quotes.

In order to complement and utilize existing message center software, it is necessary to consider this a single source vendor.

**Budget Information:**

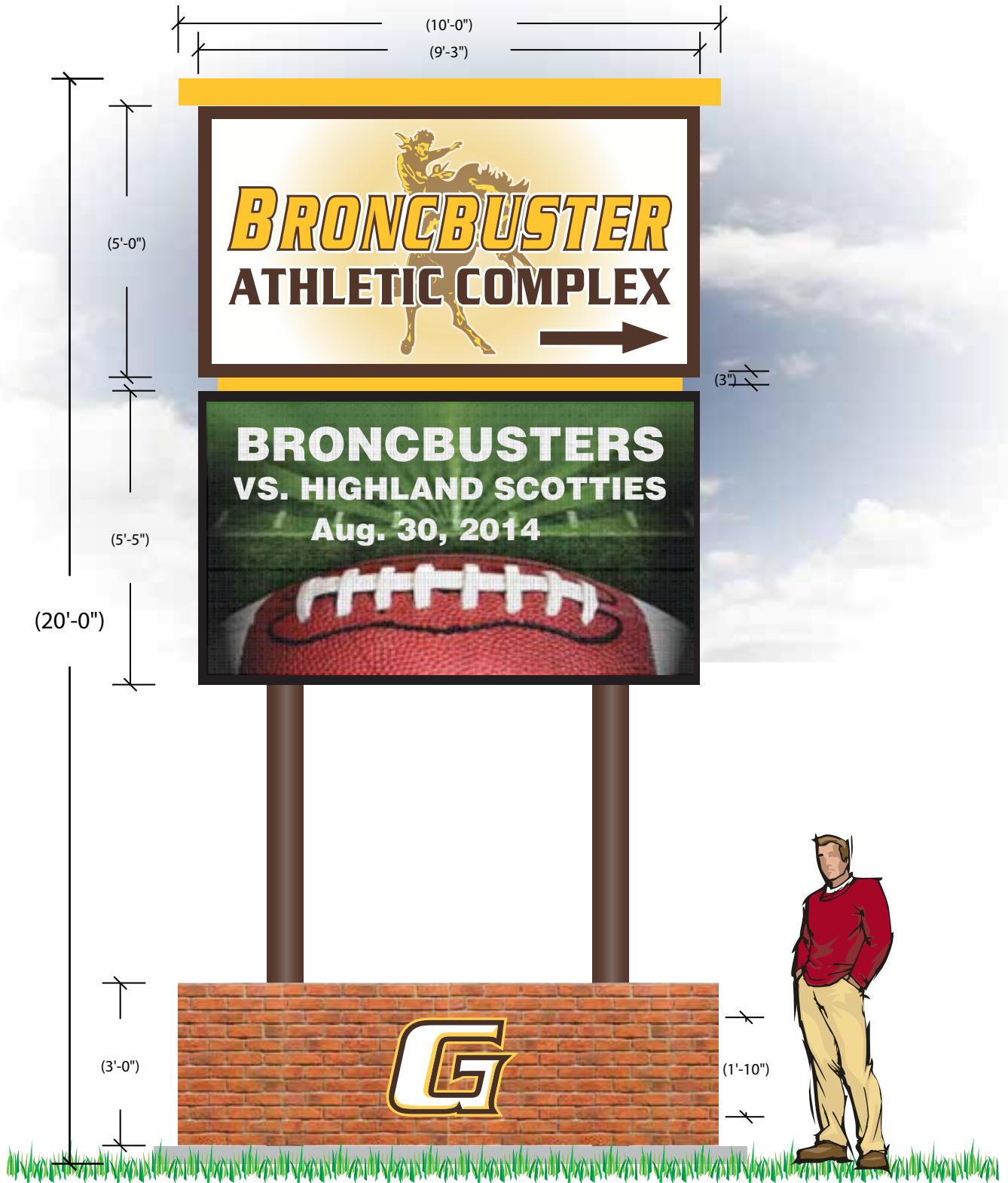
\$69,377.21 from General Fund

**Recommended Board Action:**

Authorize the administration to purchase an Electronic Messaging Center from Luminous Neon, Inc. Dodge City, Kansas.

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

**Board Member Notes:**



**SPECIFICATIONS:**

- DOUBLE FACE, INTERNALLY ILLUMINATED MONUMENT SIGN, WITH DIGIALLY PRINTED FLEX FACE ID CABINET
- 5' 5" X 9' 3" FULL COLOR 19MM ELECTRONIC 80X144 RGB COLOR MESSAGE CENTER
- 22" TALL FLAT CUT OUT ACRYLIC LETTER WITH VINYL DETAIL
- COLORS: PMS 123 YELLOW, PMS 476 BROWN, DIGITALLY PRINTED LOGO
- FONTS: SERPENTINE D BOLD, CUSTOMER LOGO

**CUSTOMER:** GARDEN CITY COMMUNITY COLLEGE  
**NAME:** RYAN RUDA  
**LOCATION:** GARDEN CITY, KS

**DATE:** 05/08/14  
**DESIGN NO.:** NH-15592-2  
**ARTIST:** AO

**SCALE:** 3/8" = 1'

**APPROVED:**

**DATE:**



**LUMINOUSNeon Inc**  
 ART & SIGN SYSTEMS





HUTCHINSON, KS (620) 662-2363  
 OLATHE, KS (913) 780-3330  
 LAWRENCE, KS (785) 842-4930  
 TOPEKA, KS (785) 267-2625  
 SALINA, KS (785) 823-1789  
 DODGE CITY, KS (620) 227-2307

**REMIT TO:**  
 1429 W. 4TH AVE. HUTCHINSON, KS 67501

# PROPOSAL

## Proposal #: 23023

**Proposal Date:** 05/08/14  
**Customer #:** 7664  
**Page:** 1 of 3

SOLD TO:	JOB LOCATION:
GARDEN CITY COMMUNITY COLLEGE 801 CAMPUS DR. GARDEN CITY KS 67846	GARDEN CITY COMMUNITY COLLEGE (at Campus & Gene intersection) GARDEN CITY KS 67846  REQUESTED BY: Ryan Ruda

LUMINOUS NEON, INC. HEREBY PROPOSES TO FURNISH ALL THE MATERIALS AND PERFORM ALL THE LABOR NECESSARY FOR THE COMPLETION OF ITEMS DETAILED BELOW. CUSTOMER IS AGREED TO BE AS INDICATED IN "SOLD TO" ABOVE.

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	QUOTE #15592-2 SIGN @ CAMPUS DR & GENE AVE: Furnish and install new double-face signage, on an all-new 2-pole structure: (1) 5' x 9' 3" internally-illuminated ID section (painted aluminum cabinet, digitally-printed flex faces), (1) 5' 5" x 9' 3" 19mm, 80x144, RGB color "WatchFire" LED electronic message center, painted aluminum cap & reveal, and (2) flat-cut-out acrylic "G" logos (1' 10"h, with reflective white Scotchlite & vinyl detail) to stud-mount on each side of the eventual brick base. Remove the existing pole sign at the corner, capping the pole at grade. Mount the existing 30"x6' non-illuminated "Access & Opportunity Center" cabinet on the west elevation of the building. Dispose of the rest. LNI to furnish & deliver the base poles, welded up on proper centers. Customer's contractor to set the poles while pouring the footing for the brick base, and running conduit/power to the sign location. On the return trip, LNI to mount the signage at 20' OAH, and stud-mount the "G" logos on the brick base. Paint the exposed poles brown. *THE CUSTOMER IS RESPONSIBLE FOR RUNNING ADEQUATE POWER TO THE SIGN LOCATION, PRIOR TO INSTALLATION. (120v, EMC = 30amps, ID cabinet = 8amps). *Includes wireless radio communications w/ GroupLink network connection, temp probe, grounding accommodations, Ignite software for customer's PC, setup, and programming training.	\$69,377.21	\$69,377.21
		<b>SUB TOTAL:</b>	<b>\$69,377.21</b>
		<b>ESTIMATED SALES TAXES:</b>	<b>\$5,758.31</b>

**DESIGN(S) PROVIDED WITH THIS PROPOSAL IS (ARE) THE PROPERTY OF LUMINOUS NEON, INC. RIGHTS ARE TRANSFERRED UPON ACCEPTANCE OF THIS PROPOSAL.**

All materials used are of the highest quality. All work to be completed according to standard practices. Any alteration from specifications must be upon written order and charges adjusted. All agreements are contingent upon strikes, delays or accidents beyond our control. Our workmen are fully covered by workmen's compensation insurance. Customer assumes responsibility for any damage to unmarked underground utilities or when additional costs are incurred during excavations where underground obstructions (including rock) are encountered.

**TOTAL PROPOSAL AMOUNT: \$75,135.52**

**TERMS: 50.0% DOWN, BALANCE DUE ON COMPLETION**  
 (INTEREST OF 1.2% PER MONTH WILL BE ADDED TO PAST DUE ACCOUNTS)

COMPANY INITIALS \_\_\_\_\_

CUSTOMER INITIALS \_\_\_\_\_



HUTCHINSON, KS (620) 662-2363  
 OLATHE, KS (913) 780-3330  
 LAWRENCE, KS (785) 842-4930  
 TOPEKA, KS (785) 267-2625  
 SALINA, KS (785) 823-1789  
 DODGE CITY, KS (620) 227-2307

**REMIT TO:**  
 1429 W. 4TH AVE. HUTCHINSON, KS 67501

# PROPOSAL

## Proposal #: 23023

**Proposal Date:** 05/08/14  
**Customer #:** 7664  
**Page:** 2 of 3

**THIS PRICE DOES NOT INCLUDE ELECTRICAL HOOKUP, PERMITS, ENGINEERING OR TAX UNLESS SPECIFICALLY STATED.**

NOTE: THIS PROPOSAL MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 90 DAYS. WORK WILL NOT BEGIN UNTIL DOWN PAYMENT AND WRITTEN ACCEPTANCE IS RECEIVED. An additional 3% transaction fee for credit card payment(s) is required.

### TERMS AND CONDITIONS

1. Upon default in the payment of any sums herein agreed, Luminous Neon, Inc. may, at its option, declare the entire balance price fully due and payable without further notice to customer; and when declared, customer agrees to pay interest on said balance, when declared due at the rate of 1.5% per month. Customer further agrees to pay all reasonable costs of collection of said balance incurred by the company, including attorney's fees.
2. Both parties hereto agree that the title to said electrical sign shall remain in the company until paid for in full, but after delivery to the customer all damage from fire or other causes after said delivery shall be assumed by said customer and will not affect the rights of the company to enforce of the purchase price then unpaid.
3. It is further agreed by both parties that all provisions in regard to the project are contained in writing herein.
4. All terms and conditions of this contract shall be binding upon any successors, assignees or other legal representatives of the respective parties but no assignment shall be made by the customer without the consent in writing by the company unless full payment of the total consideration has been made.
5. Customer shall secure all necessary permits from the building owner, and/or others whose permission is required for the installation of the sign and said shall be liable for any obstruction of delivery due to delay in obtaining such permission, and if customer executes this contract of sales without ever obtaining permission from party or parties necessary for the installation of said sign, then he purchases same and is bound to the terms and conditions of this contract as though he had obtained said permission and he agrees to relieve the company from any liability for its failure within 10 days of delivery to erect or install said sign.
6. If this proposal is for an electrical display, customer agrees to provide electrical service of suitable capacity to location of display and make connection thereof to display.
7. All products manufactured by the company are guaranteed unconditionally against defective parts, materials and workmanship, with exception of incandescent and fluorescent lamps as they are never guaranteed.

THIS PROPOSAL DOES NOT BECOME EFFECTIVE UNTIL SIGNED AND DATED BY AN OFFICER OF THE COMPANY.

THE ABOVE PRICES, SPECIFICATIONS, AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SALESPERSON: Nathan Haskell

DATE: \_\_\_\_\_

FOR THE CUSTOMER:

ACCEPTED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

ACCEPTED BY OFFICER OF LUMINOUS NEON, INC.

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

COMPANY INITIALS \_\_\_\_\_

CUSTOMER INITIALS \_\_\_\_\_



HUTCHINSON, KS (620) 662-2363  
 OLATHE, KS (913) 780-3330  
 LAWRENCE, KS (785) 842-4930  
 TOPEKA, KS (785) 267-2625  
 SALINA, KS (785) 823-1789  
 DODGE CITY, KS (620) 227-2307

REMIT TO:  
 1429 W. 4TH AVE. HUTCHINSON, KS 67501

# DEPOSIT INVOICE

Invoice #: DP23023

Inv Date: 05/08/14  
 Customer #: 7664  
 Page: 3 of 3

SOLD TO:	JOB LOCATION:
GARDEN CITY COMMUNITY COLLEGE 801 CAMPUS DR. GARDEN CITY KS 67846	GARDEN CITY COMMUNITY COLLEGE (at Campus & Gene intersection) GARDEN CITY KS 67846  REQUESTED BY: Ryan Ruda

ORDERED BY	PO NUMBER	SALESPERSON	ORDER DATE	PAYMENT TERMS	DUE DATE
Ryan Ruda		Nathan Haskell	05/07/14	50.0% Due Upon Receipt	08/01/14

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	<p>QUOTE #15592-2            SIGN @ CAMPUS DR &amp; GENE AVE: Furnish and install new double-face signage, on an all-new 2-pole structure: (1) 5' x 9' 3" internally-illuminated ID section (painted aluminum cabinet, digitally-printed flex faces), (1) 5' 5" x 9' 3" 19mm, 80x144, RGB color "WatchFire" LED electronic message center, painted aluminum cap &amp; reveal, and (2) flat-cut-out acrylic "G" logos (1' 10"h, with reflective white Scotchlite &amp; vinyl detail) to stud-mount on each side of the eventual brick base. Remove the existing pole sign at the corner, capping the pole at grade. Mount the existing 30"x6' non-illuminated "Access &amp; Opportunity Center" cabinet on the west elevation of the building. Dispose of the rest. LNI to furnish &amp; deliver the base poles, welded up on proper centers. Customer's contractor to set the poles while pouring the footing for the brick base, and running conduit/power to the sign location. On the return trip, LNI to mount the signage at 20' OAH, and stud-mount the "G" logos on the brick base. Paint the exposed poles brown. *THE CUSTOMER IS RESPONSIBLE FOR RUNNING ADEQUATE POWER TO THE SIGN LOCATION, PRIOR TO INSTALLATION. (120v, EMC = 30amps, ID cabinet = 8amps). *Includes wireless radio communications w/ GroupLink network connection, temp probe, grounding accommodations, Ignite software for customer's PC, setup, and programming training.</p>	\$69,377.21	\$69,377.21
		SUB TOTAL	\$69,377.21
		ESTIMATED SALES TAXES	\$5,758.31
		TOTAL PROPOSAL AMOUNT	\$75,135.52
	*** FINAL INVOICE AMOUNT MAY VARY UPON COMPLETION ***		

PLEASE PAY THIS DEPOSIT AMOUNT: \$37,567.76

**Agenda No:** II-E-1

**Date:** May 13, 2014

**Topic:** Resolution 2014 – 01  
Non-renewal of contract

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

Edmond W. Fischer has been employed at Garden City Community College since February 2, 2012. It is the recommendation of administration to not extend the offer of a fourth contract to Mr. Fischer.

**Budget Information:**

NA

**Recommended Board Action:**

Approve Resolution 2014-01 directing the Clerk of the Board of Trustees to give written notice to Edmond W. Fischer of the Board’s intent to non-renew his contract for the 2014-15 school year.

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

**Board Member Notes:**

**RESOLUTION 2014-01**

WHEREAS, Edmond M. Fischer is currently employed by Garden City Community College, as an Instructor; and

WHEREAS, the Board of Trustees of Garden City Community College (Board of Trustees), finds that the contract of employment of Edmond M. Fischer should be nonrenewed, and that Edmond M. Fischer should be given written notice on or before May 16, 2014, of the intent of the Board of Trustees to nonrenew his contract of employment for the 2014-15 school year.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF GARDEN CITY COMMUNITY COLLEGE, AS FOLLOWS:

It is hereby declared to be the intent of the Board of Trustees of Garden City Community College, that the contract of employment of Edmond M. Fischer as an Instructor be nonrenewed for the 2014-15 school year; and

The Clerk of the Board of Trustees is directed to give written notice in person or by United States mail to Edmond M. Fischer on or before May 16, 2014, of the Board of Trustee's intent to nonrenew his contract of employment for the 2014-15 school year.

ADOPTED by the Board of Trustees of Garden City Community College, on the 13th day of May, 2014.

---

Merilyn K. Douglass, Chairperson  
Board of Trustees  
Garden City Community College

ATTEST:

---

Debra Atkinson, Clerk

**Agenda No:** II-E2

**Date:** May 13, 2014

**Topic:** Resolution 2014 – 02  
Reduction in Force

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

John Cheney has been employed at Garden City Community College since August 5, 2008. The physics and engineering physics curriculum/courses taught by the Instructor are being discontinued due to low enrollment. It is financially more feasible and reasonable to have physics/engineering courses taught through the EduKan program.

It is the recommendation of administration to non-renew the contract of employment of John A. Cheney as an Instructor at Garden City Community College for the 2014-15 school year.

**Budget Information:**

NA

**Recommended Board Action:**

Approve Resolution 2014-02 directing the Clerk of the Board of Trustees to give written notice to John A. Cheney of the Board's intent to non-renew his contract for the 2014-15 school year.

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

**Board Member Notes:**

## RESOLUTION 2014-02

WHEREAS, John A. Cheney is currently employed as an Instructor at Garden City Community College; and

WHEREAS, John A. Cheney is entitled to due process protection at Garden City Community College, pursuant to K.S.A. 72-5436 *et seq.*; and

WHEREAS, the Board of Trustees of Garden City Community College (Board), intends that the contract of employment of John A. Cheney for the 2014-15 school year should not be renewed for the reason set forth below and that John A. Cheney should be given written notice (Notice) on or before May 16, 2014, of the Board's intent not to renew the contract of employment for the 2014-15 school year;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF GARDEN CITY COMMUNITY COLLEGE:

**Section 1.** That it is hereby declared to be the intent of the Board, to nonrenew the contract of employment of John A. Cheney as an Instructor at Garden City Community College for the 2014-15 school year;

**Section 2.** That the Clerk of the Board is hereby authorized and directed to give Notice to John A. Cheney of the Board's intent to nonrenew his contract of employment for the 2014-15 school year, the Notice to be delivered to John A. Cheney on or before May 16, 2014;

**Section 3.** That the Notice shall contain the following reason for the Board's intent to nonrenew the contract of employment:

Reduction in Force; The physics and engineering physics curriculum/courses taught by the Instructor are being discontinued due to low enrollment, and will no longer be offered as courses taught by a Garden City Community College instructor. It is financially more feasible and reasonable to have physics/engineering courses taught through the EduKan program.

**Section 4.** That the Notice shall also advise John A. Cheney that he is entitled to a hearing before a hearing officer in regard to the Board's action, provided he files a written request for a hearing with the Clerk of the Board within fifteen (15) days from the date of the Notice.

ADOPTED BY THE Board of Trustees of Garden City Community College, the 13th day of May, 2014.

---

Merilyn K. Douglass, Chairperson  
Board of Trustees  
Garden City Community College

ATTEST:

---

Debra Atkinson, Clerk



**Agenda No:** II-G

**Date:** May 13, 2014

**Topic:** Resolution 2014 – 03  
New Student Housing and Student Center Renovation

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

There is an immediate need and opportunity for additional student housing. A residence hall project will take at a minimum 24-36 months to complete. Following is a plan to add nine modular housing units to the property adjacent to the college on the newly acquired property located 1706 E. Spruce Street. Eight separate units will each house 8 students (total 64 beds) and one unit will be a dedicated for director living quarters and laundry. Projected completion will be January 2015.

In addition to the housing project the student center is in need of renovation. Approximately \$1,200,000 is needed to renovate the original portion of the GCCC Student Center. The scope of work will be coordinated and directed by the college’s architect. Included in the scope of work will be moving the bookstore upstairs, remodeling the commons area in front of the cafeteria, completely remodel the public restrooms to be ADA compliant, and to convert the old Prevention Center office and the original bookstore area into meeting rooms.

**Budget Information:**

Cost of the two projects - \$4,150,000.

Cost estimates:

- \$2.3 million Modular Housing
- \$1.2 million for Student Center Renovation
- \$475,000 Bond Reserve Requirement
- \$175,000 Financing Costs

Funding will be delivered via financed revenue bonds and will be paid through student fees, dormitory fees, and bookstore profits.

**Recommended Board Action:**

Approve Resolution 2014-03 giving notice of intent to issue revenue bonds for student housing and student center renovation project not to exceed \$4,150,000.

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

**Board Member Notes:**

**RESOLUTION NO. 2014-03**

**A RESOLUTION DETERMINING IT NECESSARY TO ACQUIRE AND CONSTRUCT NEW STUDENT HOUSING FACILITIES AND RENOVATE THE STUDENT CENTER OF GARDEN CITY COMMUNITY COLLEGE, FINNEY COUNTY, KANSAS; AUTHORIZING THE ISSUANCE OF REVENUE BONDS TO PAY THE COST THEREOF; AND PROVIDING FOR THE GIVING OF NOTICE OF THE INTENT TO ISSUE SUCH REVENUE BONDS**

**WHEREAS**, K.S.A. 76-6a13 to 76-6a25, inclusive, as amended and supplemented (the "Act"), authorize the board of trustees of a community college in the State of Kansas to construct, equip and furnish certain buildings, including student housing and student center facilities for the community college and to issue revenue bonds of the community college in order to pay the costs thereof; and

**WHEREAS**, the Board of Trustees (the "Board") of Garden City Community College, Finney County, Kansas (the "College"), hereby finds and determines that the Student Union, Bookstore and Dormitory System of the College (the "System") should be improved and expanded by acquiring, constructing, equipping and furnishing student housing facilities to house approximately 66 beds and director housing with a laundry facility, and by improving and renovating the Student Center, all on the campus of the College in Garden City, Kansas (the "Project"); and

**WHEREAS**, said Board hereby further finds and determines that the estimated cost of the Project, including construction, financing, reserves and capitalized interest, are \$4,150,000; that System revenue bonds of the College in an amount of not to exceed \$4,150,000 (the "Bonds") should be issued to pay said costs; and that notice thereof should be given as provided by law; and

**WHEREAS**, the Board finds it necessary and advisable to direct Ranson Financial Consultants, LLC, the "Financial Advisor" to the College, to take necessary actions, on behalf of the College, to solicit proposals from potential purchasers of the Bonds.

**THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF GARDEN CITY COMMUNITY COLLEGE, FINNEY COUNTY, KANSAS:**

**Section 1. Authority for Project.** It is hereby authorized, ordered and directed that the College's System be improved by acquiring, constructing, equipping and furnishing the Project under authority of the Act.

**Section 2. Intent to Issue Revenue Bonds.** It is further authorized, ordered and directed that the Board shall issue and sell Student Union, Bookstore and Dormitory System Revenue Bonds, in an amount of not to exceed \$4,150,000, as authorized by the Act, to be used to pay the costs of the Project, and provide for bond reserve funds, capitalized interest and related financing costs. The Financial Advisor is hereby authorized and directed to solicit proposals for the purchase of the Bonds, and to present those proposals to the Board at its next regular meeting. All necessary action of the Financial Advisor and officers and employees of the College related to solicitation of such proposals is hereby authorized.

**Section 3. Further Provisions.** The terms, conditions, form and details of the revenue bonds authorized by *Section 2* hereof, including method and manner of sale, interest rates, use and application of funds and fees, shall be determined by and set forth by subsequent resolution or resolutions of the Board.

**Section 4. Publication of Notice.** The Executive Vice President is hereby directed to publish one time in the *Kansas Register* a notice advising all persons interested that the Board has determined to issue revenue bonds under authority of the Act, which notice shall be in the form and shall be published in the manner prescribed by the Act.

**Section 5. Declaration of Official Intent.** This Resolution shall constitute a declaration of official intent under U. S. Treasury Regulation § 1.150-2. The adoption of this Resolution is consistent with the budgetary and financial circumstances of the College. In order to permit and expedite the completion of the Project and realization of the public benefits to be derived from it, the College may expend lawfully available funds prior to delivery of, and to be reimbursed from, the proceeds of the revenue bonds herein authorized for such Project expenditures made from and after sixty days prior to the date of this Resolution.

**Section 6. Effective Date.** This Resolution shall be effective from and after its adoption.

[BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK]

**ADOPTED AND APPROVED** by the Board of Trustees of Garden City Community College,  
Finney County, Kansas, on May 13, 2014.

**BOARD OF TRUSTEES  
GARDEN CITY COMMUNITY COLLEGE  
FINNEY COUNTY, KANSAS**

(Seal)

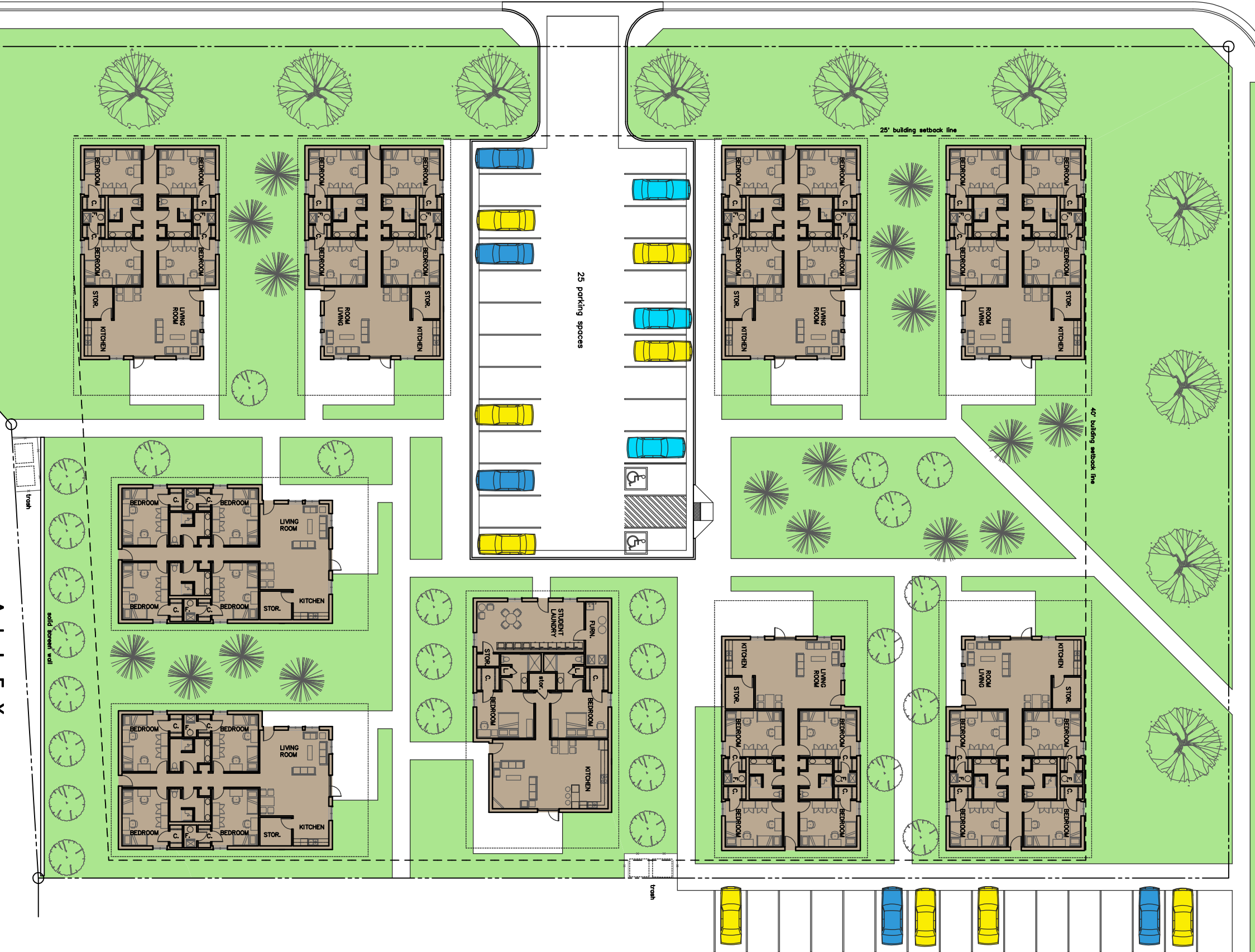
By: \_\_\_\_\_  
Chairperson, Board of Trustees

Attest:

\_\_\_\_\_  
Secretary

S P R U C E S T R E E T

J. C. S T R E E T



16 PARKING SPACES

ALLEY



MODULAR STUDENT HOUSING

GARDEN CITY COMMUNITY COLLEGE



0' 5' 10' 20' 50'

8 - Four (2 person) Bedroom Modular Units (64 total beds)

1 - 2 Bedroom apartment



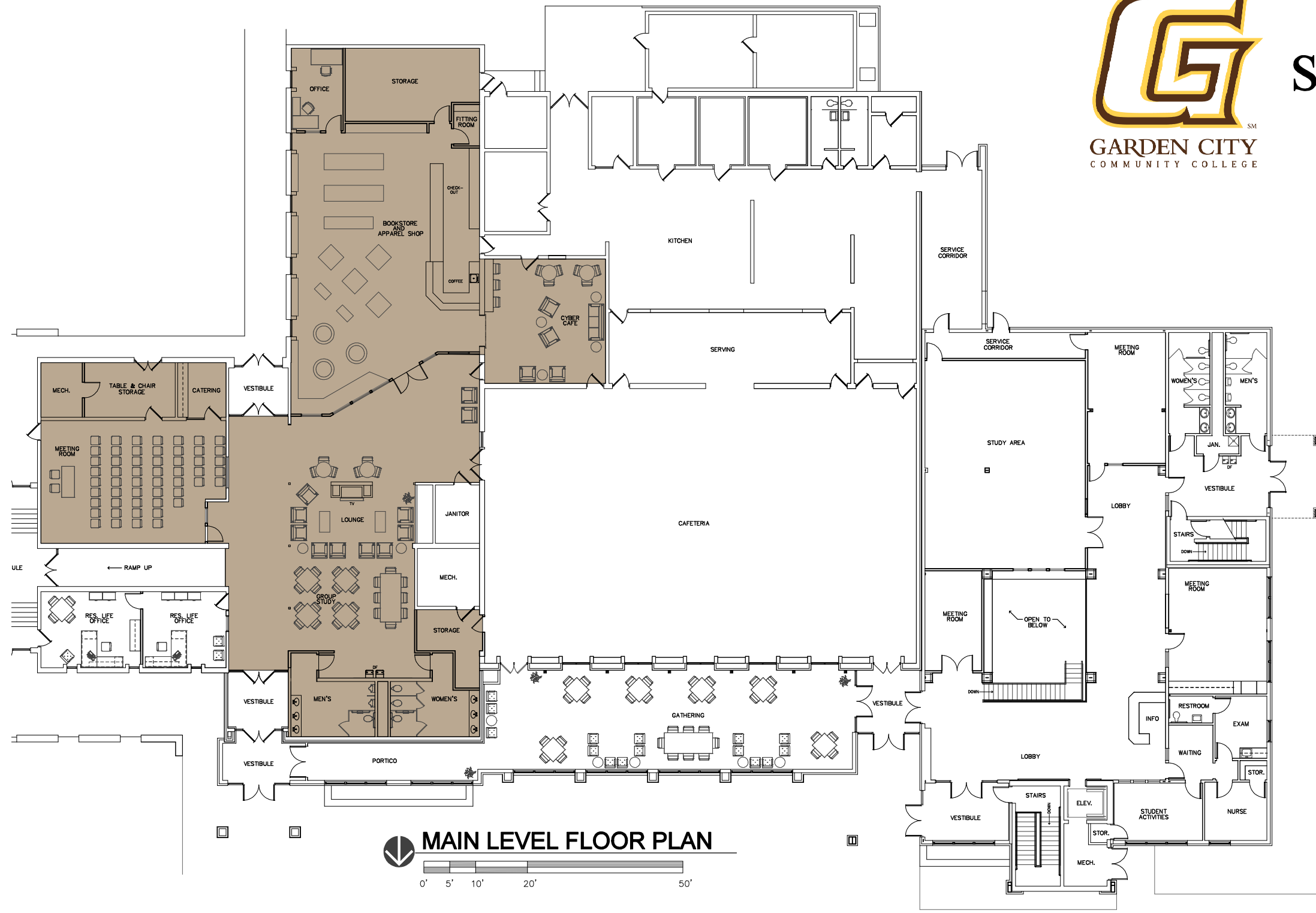
Architects/planners  
gibson mancini architects

carmichael & nelson p.a.  
architects

115 east laurel garden city, kansas 67846 (620) 276-3244



# STUDENT CENTER



**MAIN LEVEL FLOOR PLAN**  
0' 5' 10' 20' 50'

**CMCN**  
Architects/planners  
gibson mancini carmichael & nelson p.a.  
architects planners  
115 east laurel ■ garden city, kansas 67846 ■ (620) 276-3244

**Agenda No:** II-H

**Date:** May 13, 2014

**Topic:** Rodeo Truck

**Presenter:** Dr. Herbert J. Swender

**Background Information:**

The truck assigned to the rodeo program is a 1996 Ford Supercab with over 140,000 miles. It is in poor condition and needs to be replaced. An advertisement was placed in The Garden City Telegram seeking bids for a flatbed truck. No vendor responded to the ad. Local car dealers were contacted and asked to submit a proposal, none responded. GCCC's Rodeo Coach and assistant director of transportation contacted known area dealers. Proposals were received from four vendors on five vehicles. Attached is a bid tabulation.

Both employees reviewed all proposals received and test drove two vehicles. They agreed the 2009 Dodge Ram 3500, HD Chassis SLT Truck, best meets the needs of the rodeo program and provide best value. The vehicle is a one-owner vehicle, good working condition, and the lowest mileage.

**Budget Information:**

\$32,623 from General Fund

**Recommended Board Action:**

Approve the purchase of the 2009 Dodge Ram from Lopp Motors, Dodge City, Kansas.

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

**Board Member Notes:**

Garden City Community College  
 801 Campus Drive  
 Garden City, Kansas 67846

Flatbed Truck – Rodeo  
 May 7, 2014

VENDOR	BASE BID AMOUNT
Lopp Motors 305 North 2 <sup>nd</sup> Street Dodge City, KS 67801  *2009 Dodge Ram 3500 HD Chassis SLT Truck Long Quad Cab - White Odometer: 62,000      Single Wheel	\$32,623.00
Lopp Motors 305 North 2 <sup>nd</sup> Street Dodge City, KS 67801  *2008 Dodge Ram 3500 HD Chassis SLT Truck Long Quad Cab – White Odometer: 93,969      Duel Wheel	\$28,800.00
Raupe Sales Co. 7046 S Broadway St. Haysville, KS 67060  *2011 Dodge Ram 3500 HD Chassis SLT Truck Long Quad Cab Odometer: 121,590      Duel Wheel	\$24,999.00
Fresh Rides Inc. 3919 State St. Evans, CO 80620  *2006 Dodge Ram 3500 QUAD ST/SLT Crew Pick-up, Long Odometer: 131,459      Single Wheel	\$22,999.00



# MAY 2014 MONITORING REPORT ANNUAL REPORT

<b>EXECUTIVE LIMITATIONS</b> <b>Treatment of People #Preamble</b> <b>With respect to treatment of students, staff, volunteers, and the community, dealings shall not be inhumane, unfair, or undignified.</b>	<b>ANNUAL</b> <b>Page 8</b>
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**CEO's Interpretation:** The President shall to the best of his ability ensure that students, employees and stakeholders are treated in a humane, fair and dignified way.

**Data directly addressing CEO's interpretation:** Suggestions and concerns are given respectful consideration and acknowledged. Fair treatment of others and professional behavior is expected of all GCCC employees. Employee concerns about fair treatment may be addressed to the office of Human Resources pursuant to the policies and procedures outlined by the college. Student, staff, volunteer and community concerns regarding inhumane, unfair, or undignified treatment are handled by the appropriate administrative office under the respective vice president.

<b>EXECUTIVE LIMITATIONS</b> <b>Treatment of People #2</b> <b>The President shall not discriminate against anyone for expressing an ethical dissent.</b>	<b>ANNUAL</b> <b>Page 8</b>
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**CEO's Interpretation:** This is established through college climate and culture. The office of the president must abide by the non-discriminatory policies, regulations and civil responsibilities. The college policy and procedures provide avenues of reporting perceived negative actions by the office of the president.

**Data directly addressing CEO's interpretation:**  
The office of human resources registers all complaints regarding the president. In the event a concern is received by human resources it will be confidentially submitted to the Executive Vice-President for communication to the Board. No reportable concerns were submitted.

<b>EXECUTIVE LIMITATIONS</b> <b>Treatment of People #3</b> <b>The president shall not withhold a due process procedure from faculty.</b>	<b>ANNUAL</b> <b>Page 8</b>
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**CEO's Interpretation:** Due process shall be established for the faculty by the negotiated agreement and the president will ensure that personnel adhere to the procedure.

**Data directly addressing CEO's interpretation:** The President has designated the Human Resources office to work with the appropriate vice president and the faculty member to ensure that due process and procedures are followed.

<b>EXECUTIVE LIMITATIONS</b> <b>Treatment of People #4</b> <b>The president shall not withhold an appeal process from staff and students.</b>	<b>ANNUAL</b> <b>Page 8</b>
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**CEO's Interpretation:** The President shall ensure that the appeal process is available to staff and students. Institutional complaints are processed via their respective departments and

vice-president, culminating to the president's office if necessary. Depending on the nature of the individual's appeal all staff have access to the Human Resources Department. All students have access to the Vice President of Student Services as outlined in the student handbook.

**Data directly addressing CEO's interpretation:** There was no reported staff or student appeals for the 2013-2014 academic years outside of academic or disciplinary actions rendered.

**EXECUTIVE LIMITATIONS**

**Treatment of People #5**

**The President shall not prevent faculty from grieving to the Board when internal grievance procedures have been exhausted.**

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**CEO's Interpretation:** Under the faculty negotiated agreement, procedures and processes to submit a grievance are defined and this president abides by the written process.

**Data directly addressing CEO's interpretation:** There was one formal grievance filed which was resolved at the administrative level.

**Incidental Information**  
**May 2014**

**Dr. Beverly Schmitz Glass, Executive Director of Public Relations and Marketing:**

Department News

- In April, the PR/Marketing department generated 12 news releases, developed 13 newspaper display ads, recorded three different PSAs, provided guests/related questions for weekly live radio talk shows, provided daily updates to the website, Facebook, and Twitter, took photos at the Endowment Auction, for the Cosmetology feature story, for the Culinary brochure, Cosmetology Competition and Pioneer Road Estates/Old Chicago Ribbon Cuttings
- In April, The Print Shop processed 80,675 copies adding to the total number of copies made in our shop for the July 2013-June 2014 fiscal year to 1,056,423 copies. The Print Shop also laid out, designed and/or printed the men's basketball camp, football prospect, football fundamentals, and softball camp fliers, the fire drill notice poster, the retirement reception invitations, President's Circle invitations, Ambassador scholarship certificates, GCCC notepads, BAA brochures, commencement cards, the Bookstore's commencement invitations, tornado shelter maps, college cost guide flyer, fine art students' showcase poster," Lend Me a Tenor" programs and posters, two Fiesta ads, three Cheer ads for Madison Miller, Continuing Education summer course catalog, Air Force Concert program and tickets, Emergency Response Plans, piano certificates, Endowment Auction Live catalog, Academic Auction catalog proof, and business cards
- We sent four feature-length articles all with photos, to be considered for the May KACCT newsletter.
- The large black and white copier in the Print Shop service contract expires in August and has reached its "end of life", according to our service rep. That means that should something break on the NuVera 120, there are no parts to fix it and even if there were there will be no service person dispatched to come and do so. Tiffany Heit has begun putting together specs for its replacement.

Upcoming Events

- Thursday, May 15<sup>th</sup>— Reception for Dr. Greg Thomas, 2:30 p.m., Academic Bldg.  
Department of Public Safety Awards Celebration, 6 p.m., DPS Classroom;  
Legislative Coffee, 6:30 p.m. SCH Classroom A  
Choral Music's Pops Concert featuring the GCCC College Singers & Concert Choir,  
7:30 p.m., Fine Arts Auditorium
- Friday, May 16<sup>th</sup>—VIP Reception, Hall of Fame Room, 5:30 p.m. DPAC  
Commencement, 7 p.m., DPAC
- Saturday, May 17<sup>th</sup>—John Deere Tech Graduation Brunch, 9:30 a.m., Endowment Room  
GCCC Nursing Pinning Ceremony & Reception, 2 p.m. Fine Arts Auditorium;  
Reception is at Beth Tedrow Student Center following ceremony
- Thursday, May 22—End of the year Bash, 12 Noon, BTSC Cafeteria  
Defending the Divas, DPS Classroom, 5:30 p.m.
- Monday, May 26<sup>th</sup>—Memorial Day, College is closed

April 2014 Recap

- Meetings
  - All Employee
  - City Commission
  - Workforce Development
  - Board of Trustees

- College Council
- Jean Warta/Women of Purpose Grant
- Martha Lusk/SSS Brochure
- Legislative Coffee
- Chamber Breakfast
- FCEDC Board Meeting
- KBSD TV
- Colin Lamb/Dan Delgado
- Kim Ingles/Telegram
- Jan & Crain/Alzheimer's of Kansas
- Ron/Pioneer TV
- Events and Gatherings
  - Chamber Banquet (Photos)
  - GCCC Auction
  - SCH ER Ribbon Cutting)
  - Legislative Coffee
  - Pioneer Road Estates/Old Chicago Ribbon Cuttings
  - Donate Blood/Red Cross
- Media/Conference Calls
  - Vocus Social Media
  - Social Media Development Class
  - Taylor & Mike/Meltwater Social Media Services

**Dr. Bruce Exstrom, Vice President of Instructional Services:**

The Higher Learning Commission (HLC), which is our College's accreditation granting body, conducted the annual conference in Chicago. Dr. Bruce Exstrom and Deanna Mann attended. Garden City Community College has selected a new accreditation process, Open Pathways, for upcoming re-accreditation in 2016-2017. It is important to begin the process immediately to begin collecting data. Our "project" in the new process is based upon student learning outcomes. The College has been selected to the Student Learning Assessment Academy sponsored by HLC. The academy will provide guidance, workshops, mentoring, and other resources to effectively create a student learning assessment process and documentation. Student learning assessment is top priority for accreditation moving forward. As an example, the Kansas Board of Regents is now requesting information on student learning assessment, a new initiative that has begun this year. The College has always had outstanding teaching and learning; it is now imperative that documentation be concise yet complete, to provide accountability measures to multiple accreditation agencies and state agencies as well.

Culinary Management program enrolled the first seven students Spring 2014, opportunities are being explored for additional training opportunities for our students along with expanding our potential market for students. Dr. Bruce Exstrom and Deanna Mann visited and toured the National Guard based in Salina to observe a new culinary facility. There may be opportunities to provide culinary training for National Guard personnel, current military personnel, and most importantly providing college credit for prior learning. During conversation with the base commander, it was mentioned that some personnel leave the military and National Guard with training and skills that may be eligible for prior learning credits. Potential partnering may be possible, and future meetings are scheduled.

The Title V grant application is in process; with anticipated submission May 9. The grant application will propose a building addition to the library to house developmental education work rooms, classrooms, and office space. The proposed "student success center" will provide tutoring space, classroom space, and workshop rooms for students enrolled in our developmental courses. The vast majority of our students test into at least one developmental course. The faculty will be re-designing some curriculum to create additional opportunities for success, retention, and student engagement. It is

a difficult challenge for students to make it through some of the developmental course sequences, so the grant will provide resources for advising processes, curriculum design, and integration of instructional and student services to best serve the needs of our students.

The 2013 Performance Agreement Report was presented to the Kansas Board of Regents; the report was approved April 29, 2014. GCCC fell short of benchmark goals in vocational credit hours, certificates awarded, and STEM major enrollees. The goals are challenging to meet, but the college used the “stretch goals” to serve students and increase enrollments in critical areas.

Instructional Services will be involved with several faculty and student recognition awards in the remaining weeks of the semester. With Commencement and finals just around the corner, faculty and students are working hard to finish the semester strong! All faculty will administer final exams and projects May 19-21 and follow a special final examination schedule. Final grades are due May 22 by 1:00 p.m.

The Department of Public Safety sponsored its 7th annual Ride for the Future scholarship April 26. Despite windy conditions, there was a great turnout of 70 riders and 27 passengers. Proceeds from the ride go toward scholarships for GCCC criminal justice, fire and emergency medical services technology students.

Nine GED graduates were recognized at a ceremony in Scott City May 3. This ceremony provides a nice way to congratulate graduates and the challenging journey that many have faced. Many families and friends attend to show appreciation and support for the GED graduates. This is the first time we have provided a ceremony in Scott City, and this enabled many more friends and family to attend from the local area.

Faculty Senate will host its end-of-year appreciation luncheon and awards ceremony May 9. The Outstanding Faculty Member and Rookie of the Year will be honored, as well as retirees Kay Davis and Carolyn Klassen. The peer-nominated and peer-voted awards are very important to our entire faculty. It is an honor to be selected by peers for all of the hard work and dedication to our students.

The Instructional Leadership Team is finishing off the 2013-2014 academic year by sharing our goals for the coming years and remembering the many successes of this year. Instructional Services has created a vision and planning statement to guide faculty and instructional staff into the next 3-5 years in the following areas: (1) Teaching and Learning; (2) Facilities; (3) Partnerships and Endowment. It is important to keep the action plan flexible in changing times but also to provide ideas and solutions in a constantly changing environment. The Instructional Leadership Team is committed to continual communication of the action plan to all instructional services departments.

**Dee Wigner, Executive Vice President:**

**Deferred Maintenance Review/Project**

A team comprised of Dee Wigner, Derek Ramos, Rose Wilson and Jeff Southern, toured each campus building as the Identification Phase (IP) of the deferred maintenance and facilities plan. Each room/building was analyzed as to basic condition, mechanical, structure and technology. The tour resulted in several pages of notes indicating general condition of facilities and any concerns or needed repairs and maintenance.

The following projects were identified as immediate needs and will be prioritized and scheduled as time and budgets allow:

- renovating the main lobby restrooms in the Dennis Perryman Athletic Complex
- converting the old Finnup Lab in the vocational building to a classroom

- converting the old auto classroom to an ag/culinary kitchen
- replace carpet in the main lobby of the Fouse faculty office complex
- renovating several coaches' offices

The next step will be to compile the information according to classification – repairs and maintenance, deferred maintenance and capital projects. The history of each building will be researched and document and items of concern prioritized.

### Bookstore Business Report

The bookstore staff has been busy during early enrollment days with students coming into the bookstore to receive their college identification cards and checking out the college merchandise.

The staff is gearing up for the end of the semester-that means cash book buyback and scholarship book check-in. There is currently a clothing sale with hopes to move some older clothing out the door so there will be more room for the new fall merchandise arriving in July. Bookstore employees are very excited about attending the football games at the new field starting in August and intend to be selling Buster merchandise at all the HOME games.

The start of the summer semester is just around the corner. Virga West is watching enrollment numbers and book inventory. She will continue to do so throughout the summer to ensure books will be available for students this fall. Planning is underway to have the new fall scholarship letter printed and ready to pre-sack books (mid-July), and having plenty of new soft goods and new gift items available.

### Campus Safety

During the month of April 2014, the Director of Campus Safety facilitated the release of the GCCC Emergency Response Employee Reference Guide. This safety tool provides instructions and guidance for all GCCC employees who are involved in an emergency or critical incident occurring on campus. Meetings are being scheduled with all departments and staff to reinforce the safety protocols mentioned in the guide.

The Director initiated a meeting with GCPD Chief of Police James Hawkins and his command staff to discuss proposals for a MOU between agencies. The meeting was informative and both parties communicated their desire to collaborate with law enforcement/safety issues for the college. Additional meetings will be scheduled in the near future. Upon completion, the proposal will be submitted to administration for review and approval.

### Facilities

Maintenance personnel started the process of remodeling the Finnup Lab in JCVT building. They have kept up on work orders and helped with the setup of the Endowment Auction as well as the setting up the stage for all the banquets and graduation. They've replaced some damaged ceiling tile in the vocational building and the Penka building. They also helped with the preparations and the cleanup for the spring football game.

Grounds staff have assisted with moving and setting up the mobile classroom. Although they spent early April removing snow, they are now busy watering grass, spraying weeds, trimming bushes and cleaning out flower beds in preparation for all the spring celebrations. As usual, there are numerous irrigation repairs needed around campus, especially at DPAC and Residential Life. Parking lots have been cleaned and painted.

Custodians are extremely busy this year setting up, tearing down and cleaning up after numerous college activities including; Endowment Auction, nurses pinning in Fine Arts Auditorium, piano festival in Fine Arts/ Science & Math/ Academic buildings, Earth Day Event in the center quad, early enrollment days,

theater productions in Fine Arts Auditorium, and all scheduled meetings held in the Endowment Room and the Broncbuster Room. This year special attention was given to the yellow bleacher chairs in the main gymnasium. Each chair was cleaned in preparation for graduation. In addition to all the events, they deliver supplies and complete help desk requests.

#### Small Business Development Center

In April, the KSBDC hosted business tax workshops in Garden City, Liberal and Dodge City. There was an excellent turnout and record attendance for these sessions! The workshops are offered each April and October. Carl York with the Kansas Department of Revenue presented and covered topics of Kansas Withholding, Estimated Taxes, Sales and Compensating Use Taxes along with Susan Wilson from the Kansas Department of Labor who presented on unemployment tax and worker classification. A separate workshop devoted exclusively to sales tax issues for construction contractors and subcontractors was provided also. The Garden City location offered a new workshop this time exclusive to the irrigation industry due to specific request of local irrigation businesses. The response and evaluation from attendees of this special workshop were very good and they requested another workshop to further educate them and clarify the many grey areas in the industry. The SBDC staff are always willing to provide the same for other specific industries as requested.

Kathy, Megan and Cheryl traveled to FHSU for a joint meeting with their KSBDC office for the purpose of training and sharing various ideas and issues faced in the rural territories we serve. This meeting was very beneficial for both offices and many good ideas and strategies were determined to help us increase and better serve SBDC clients and potential clients. The meetings will continue on an annual basis due to the great dialogue, brainstorming and future strategies derived from this initial joint meeting.

Cheryl attended KECI Committee meetings in both Wichita and Scott Counties where the committee met with local community business leaders to review the progress of each individual community over the last few years and do strategic planning for upcoming years. Both meetings were very positive with a lot of good discussion and ideas.

Mike and Mark in the Outreach Center offices have also been very active in their respective community events and organizations which lends to beneficial networking and contacts.

#### Payroll Office

The rules and regulations of the Health Reform Act continue to be a challenge. Dallas Crist has been attending seminars to stay current with new information. Keeping on top of the numerous list serve notices and news reports is very challenging. Often the information distributed is unclear and frequently conflicts with earlier information. Dallas does a great job of disseminating the information and keeping administration informed of the requirements. The IT Department is assisting in developing a report to aid in identifying any employees that could become eligible for health insurance when the requirement becomes effective in 2015.

During the spring months, the KPERS annual reporting was finished and individualized KPERS pre-retirement meetings were scheduled for interested employees and our KPERS representative, Carol Wilson. There will be additional meetings scheduled in the Fall and Spring semesters next year. Spring Overload payments to faculty members were analyzed and input for payroll processing. Dallas is gearing up for the May payroll. Faculty can request a “payout” of their contract that allows them to receive their May, June and July payroll in one lump sum payroll processed in May. There is considerable time involved in processing these payments as each deduction has to be carefully monitored to be certain the “triple” payroll processes correctly. Accurate wage information is critical for program review calculations.

The small window of opportunity presented itself, once again, to allow testing for Web Time Entry. The plan is to finish testing and set up the process in our production account by the end of May. Training materials will be prepared and training sessions scheduled for a test group beginning in June and work through the subsequent months to implement WTE for all hourly employees.

Other spring projects include:

- Processing employee retirements
- Updating the salary spreadsheet for FY15 calculations
- Updating e-mail group distribution lists

### Human Resources

Cricket Turley has been very busy facilitating new employee orientation and trainings. She continues to manage vacancies and oversees the interview process for each position. In addition, she is working on the year end bash and beginning preparations for fall in-service.

### Business Office

Business Office staff have been extremely busy processing purchase orders and invoices I preparation of year end. Many instructors are ordering supplies and preparing for the fall semester before they leave on summer break. Early enrollment days have increased counter traffic and many students are excited to be coming to GCCC this fall.

The financial audit dates have been scheduled with preliminary field work beginning in May and the final field work concluding the first week in August.

### Institutional Research

Deanna Mann, Director of Institutional Research, is busy working with grant writers on two large grants. One grant focuses on expanding developmental education and the other is a collaborative grant with a focus on manufacturing.

### **Ryan Ruda, Vice President of Student Services:**

#### Student Support Services

Martha Lisk, Kurt Peterson, Melanie Hands, Brian Weber, and Manuela Vigil attended the Annual Mo-Kan-Ne TRIO Professionals Conference in Kansas City, Missouri from April 2-4, 2014 in Kansas City, Missouri. The SSS staff attended a pre-conference to obtain information on the upcoming grant SSS grant competition. The staff also presented a breakout session entitled “ First Generation Americans, First Generation College Students” highlighting challenges faced by college students who are new immigrants to the United States as well as First Generation college students. We estimate about 60% of the students currently enrolled in the SSS program meet these criteria. The SSS program at GCCC is currently serving students from Thailand, Burma, Vietnam, Nigeria, Somalia, El Salvador, Guatemala, and Mexico. Martha Lisk, SSS Director, was also asked to be the facilitator for a Roundtable discussion for Student Support Services Programs at Community Colleges. The staff attended breakout sessions on preparing for audits from the Office of the Inspector General and adhering to the Legislation and Regulations governing the Student Support Services grant. The staff gained a lot of knowledge which will be a basis for continuing to grow and develop the Student Support Services Program at Garden City Community College.



### Enrollment/Registration

As a date to date comparison, this spring semester enrollment is currently up 2.4% over last spring. Additionally, summer enrollment comparatively from this time last year is currently up 36.5%. Much of this increase is due to the change back to the traditional schedule of summer where there are two-3 week sessions, one 6 week session and one 2 week session. This has helped to provide additional course offerings and selection for students.

Records staff prepare for commencement on May 17 and are busy getting final details secured and set up ready for the culminating event of the year.

### Admissions

GCCC has completed 5 early enrollment days for fall semester so far this last month. Under the direction of Admissions, an early enrollment day has been completed on site at GCHS as well as four days at GCCC. Fall enrollment and marketing continue to grow. There are two early enrollment dates left on June 2 and July 21.

### Athletics

Softball completed their season at the Region VI tournament. They finished the season third in the Jayhawk and are busy finishing the recruiting for next year up now. Danielle Aronoff, Brooke Lovas and Liberty Nelson each earned all-conference/region honors for the Lady Busters this season. Congrats to them.

Baseball finished their regular season in 2<sup>nd</sup> place in the Jayhawk West. This past weekend they hosted Independence CC in the first round of Region VI tournament play. They won the series and now move on to Wichita for the Region Tournament in a double elimination format May 9-13. The postseason honors for baseball will be selected at the tournament and announced accordingly.

Football held their spring game with approximately 50-60 athletes competing during spring workouts. Coaches are putting the finishing touches on recruitment for this next fall.

Men's and Women's track will head to Arizona for the national outdoor track meet next week. Several individuals have qualified and will compete for the Busters on both the men's and women's side.