



July 3, 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, July 8, 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. Faculty Senate

AGENDA

II. CONSENT AGENDA	Action
A. Approval of minutes of previous meetings (June 10, 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. 15
C-1 Checks processed in excess of \$20,000	pg. 16
C-2 Revenues	pg. 17
C-3 Expenses	pg. 19
C-4 Cash in bank	pg. 25
D. Approval of purchases over \$20,000	
D-1 Modular Student Housing	pg. 26
D-2 Field Connectivity	pg. 27
III. OTHER	
A. Approval of Resolution 2014-06	pg.28
RE: Series 2014 Modular Student Housing	Action..pg.29
B. Discussion of 2014-2015 budget	
C. Approval of 2014-2015 budget for publication	Action ...pg. 33

ELECTION OF OFFICERS - BOARD OF TRUSTEES - 2014-2015

<u>Election of Officers</u>	<u>Incumbent</u>
A. Chairman	Merilyn Douglass
B. Vice Chairman	Jeff Crist

- C. Clerk..... Ron Schwartz
- D. KACCT Co-Representatives..... Ron Schwartz
- E. Economic Development Corporation Representative..... Ron Schwartz

Appointments

- A Secretary to the Board..... Herbert J. Swender
- B. Deputy Clerk..... Debra J. Atkinson
- C. College Treasurer..... Dee Wigner
- D. Designated Agent for KPERS..... Dallas Crist
- E. Alternate Designated Agents for KPERS.....Dee Wigner & Cricket Turley

Depositor Designations:

- A. Primary Depository for 2014-2015
Commerce Bank
- B. Other Depositories for 2014-2015
Western State Bank
First National Bank of Holcomb
First National Bank of Garden City
Landmark National Bank
American State Bank
Garden City State Bank
State of Kansas Municipal Investment Fund

Professional Service Providers:

- College Attorney Randy Grisell
- College Engineer Prof. Engineering Services, P.A.
- College Architect Gibson Mancini Carmichael & Nelson P.A.

IV. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS..... **Action**
 - A-1a-Annual, Mission.....pg. 34
 - A-1b-Annual, Essential Skills #1, #2, #3, #4.....pg. 35
 - A-1c-Annual, Budgeting/Financial Planning/Forecasting #1, #2, #3, #4, #5.....pg. 41
 - A-1d- Annual, Financial Condition #1, #2, #3.....**pg. 43**
 - A-1e Quarterly, Executive Limitation #7, #8, #5.....pg. 46
- B. Review Monitoring Report- Executive Limitations, Annual Compensation/Benefits #1, #2, #3
- C. Board Process and Policy Governance Review

V. OWNERSHIP LINKAGE:

VI. REPORTS:

- A. President’s report.....pg. 48
- B. A-1 Incidental Information
- C. Report from Finney County Economic Development Corporation
- D. Report from KACCT Quarterly Meeting

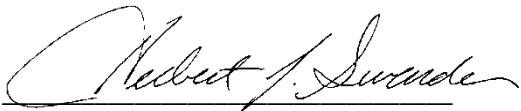
Upcoming Calendar Dates:

- Aug. 8 Faculty Report
- Aug. 12 Regular monthly meeting, Endowment Room , Dinner 5:00 p.m. call to order at 6:00 p.m.
- Aug. 18 Classes begin
- Sept. 1 Labor Day - NO CLASSES - OFFICES CLOSED

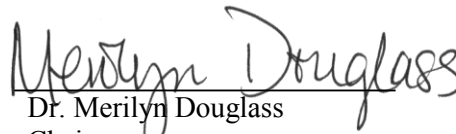
VII. EXECUTIVE SESSION

VIII. President's Contract Action

IX. 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*

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

June 10, 2014

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

Trustees Absent: Dr. William S. Clifford

Others Present: Debra Atkinson, Deputy Clerk
Debbie Brevik, IMA, Inc.
Christy Downing, IMA, Inc.
Rodney Dozier, Director, Campus Security
Dr. Bruce Exstrom, Vice President of Instructional Services
Angie Haflich, *Garden City Telegram*
Doug Keller, Keller Leopold Insurance
Erick Keller, Keller Leopold Insurance
Shawn Myers, Keller Leopold Insurance
Larry Pander, Fire Science Instructor/Faculty Senate Representative
Ryan Ruda, Vice President of Student Services/Athletic Director
Elaine Serafin, Public Relations Assistant
Jeff Southern, Director Information Technology
Bob Sperling, Community Member
Blake Wells, IMA, Inc.
Dee Wigner, Executive Vice President
Rose Wilson, Assistant Director of Physical Plant

CALL TO ORDER:

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

COMMENTS FROM THE VICE 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 the family of Tyler Alitz at the loss of their son. A moment of silence was observed
- Chair Douglass noted that Association of Community College Trustee annual conference will be held in Chicago, October 22-25. Please let Debbie know your availability.
- Congratulations were extended to recent Garden City Community College retirees Kay Davis, Carolyn Klassen, Janice Nunn, Ron Smith, Sandy Hawley and Carol Heinemann. Thank you for your service.
- Noted that various athletic camps are being held at GCCC this summer and attendance has been very good.

OPEN COMMENTS FROM PUBLIC:

Chair Douglass noted that Doug Keller, Keller Leopold and Blake Wells, IMA, Inc., have registered to address the board and will do so during the property insurance portion of the meeting.

INTRODUCTION OF NEW EMPLOYEES:

No new employees were present for introduction.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Reports from Student Government will be suspended until the August 12 board meeting.

REPORT FROM FACULTY SENATE:

Larry Pander, Fire Science Instructor/Faculty Senate Representative, reminded trustees that the faculty senate minutes are posted and accessible on the GCCC web site. Pander shared that Garden City Community College and Kansas Wesleyan University recently signed a unique 2+2 agreement. GCCC students who are pursuing an Associate of Applied Science in Fire Science now have the option to follow a prescribed curriculum track that enables them to earn a Bachelor's degree in Kansas Wesleyan's distinctive Emergency Management major. This Emergency Management degree is the only such Bachelor's degree in Kansas which is approved by Federal Emergence Management Administration. By signing this agreement, GCCC becomes Kansas Wesleyan's first community college partner in Emergency Management.

Trustees thanked Pander for his report.

CONSENT AGENDA:

Chair Douglass asked if Trustees wished to remove any items from the consent agenda. Items D-1 Athletic Insurance and D-3 Worker's Compensation, was removed for separate discussion and vote.

Chair Douglass then asked for a motion approving consent agenda items II-A-F with exception of D-1 and D-3 as presented.

Motion:

Worf, moved, seconded by Schwartz, to approve consent agenda items, II-A-F with exception of D-1 and D-3 as presented.

Ayes: Crist, Douglass, Worf, Schwartz, Sterling

Nays: None

Motion carried: 5-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (May 13, 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-2 Irrigation for Multi-Sports Complex

Vendor: Western Irrigation

For: Installation of an irrigation system at the Multi-Sports Complex

Amount: \$48,400

D-4 Datatel Institutional Software Maintenance Agreement

Vendor: Datatel
For: Renewal of Annual Maintenance
Amount: \$229,298

D-5 Vehicle Maintenance Agreement

Vendor: Lewis Motor
For: Vehicle Maintenance two year contract (June 30, 2016)
Amount: \$69.00 Per hour labor rate
\$28.95 Basic oil change
\$15.00 Basic tire rotation
Complimentary Exterior Wash
Complimentary Interior Vacuum

(E) APPROVED RESOLUTION 2014-04 NONRENEWAL OF EMPLOYMENT CONTRACT OF EDMOND M. FISHER

(F) APPROVAL RESOLUTION 2014-05 NONRENEWAL OF EMPLOYMENT CONTRACT OF JOHN A. CHENEY, PHYSICS AND ENGINEERING PHYSICS

PULLED CONSENT AGENDA ITEM II-D-1 ATHLETIC INSURANCE:

Athletic Insurance is currently with Keller Leopold Insurance. No changes in coverage or deductible have been suggested.

Motion:

Worf, moved, seconded by Crist to approve consent agenda item II-D-1 Athletic Insurance, as presented.

Ayes: Crist, Douglas, Worf, Schwartz, Sterling

Nays: None

Motion carried: 5-0

Approved Action:

Vendor: Keller Leopold Insurance
For: Athletic Insurance
Amount: \$83,780 basic coverage
\$35,159 catastrophic coverage

PULLED CONSENT AGENDA ITEM II-D-3 WORKER'S COMPENSATION INSURANCE

After discussion among Trustees and clarification of the recommendation the following motion was made.

Motion:

Sterling, moved, seconded by Schwartz to approve consent agenda item II-D-3 Workers' Compensation, as presented.

Ayes: Crist, Douglas, Worf, Schwartz, Sterling

Nays: None

Motion carried: 5-0

Approved Action:

Vendor: Kansas Association of School Boards, KASB
For: Worker's Compensation
Amount: \$64,752

OTHER

Implementation of GCCC Police Department

Rodney Dozier was hired as Director of Campus Safety last fall with the expectation that the college would transition to a campus police department. Dozier reported to the board that he has obtained certification as a Kansas law enforcement officer, completed the research and developed the standard operational procedures. The next step in the process is for the GCCC Board of Trustees to formally approve the establishment of a campus police department.

Trustees expressed their appreciation for the work that has gone into making the campus of Garden City Community College a safe environment.

Motion:

Sterling, moved, seconded by Schwartz to authorize and approve the formation of GCCC Police Department effective July 1, 2014.

Ayes: Crist, Douglas, Worf, Schwartz, Sterling

Nays: None

Motion carried: 5-0

Property Insurance:

Doug Keller, Keller Leopold and Blake Wells, IMA, Inc., were each given the opportunity to present information about their companies and the proposal submitted for GCCC property and general liability insurance. Chair Douglass thanked each representative for their information. After appropriate discussion among Trustees the following motion was made.

Motion:

Worf, moved, seconded by Schwartz to accept the IMA proposal.

Ayes: Douglas, Worf, Schwartz, Sterling

Nays: Crist

Motion carried: 4-1

Chair Douglass called a five minute recess at 7:25 p.m.
Board reconvened at 7:30 p.m.

MONITORING REPORTS and ENDS REPORTS:

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

- Executive Limitation, Compensation/Benefits, Annual, #1, #2, #3

Trustees accepted monitoring reports as presented

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

- Executive Limitation, Executive Constraints
- Executive Limitation, Treatment of People

Review of the above reports will be postponed until the return of Dr. William Clifford, Policy Governance officer.

OWNERSHIP LINKAGE:

No report was given.

REPORTS:

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

Condolences:

Dr. Swender added his condolences at the tragic loss of Tyler Alitz. Tyler's family is in our thoughts and prayers. Dr. Swender went on to share with Trustees that Tyler Alitz has been named the NJCAA Division I defensive player of the year, and just last week information was received notifying GCCC that Tyler had been awarded the NJCAA golden glove award as well,

Early Enrollment:

There have been several fall early enrollment days. Current report indicates that we are up from where we were at this time last year. Dr. Swender expressed his appreciation and thanked everyone for recruiting, marketing and promoting GCCC.

KWU & GCCC 2+2 Agreement:

Dr. Swender expressed his support and excitement regarding the recently added 2+2 agreement with Kansas Wesleyan University for GCCC students pursuing an Associate of Applied Science in Fire Science. GCCC now has a total of 17 such agreements as of this date.

National American University:

National American University has partnered with GCCC on two billboards that will advertise the partnership and educational opportunities available for GCCC students and community members. Billboard will be placed at highway 50 and 83 near Kinsley and east on I-70.

Modular Housing:

Construction documents are nearing completion and advertisement for bid proposals will be published in the near future.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Retirement living housing project is moving forward.

Trustee Schwartz reported that more information would be available at the July meeting.

EXECUTIVE SESSION:

Motion:

Schwartz moved, seconded by Worf that the board recess briefly at 7:55 p.m. for a five minute break and reconvene into a fifteen minute executive session at 8:05 p.m. for the purpose of discussion personnel matters of non-elected personnel and employer-employee negotiation.

No action will be taken.

Ayes: Crist, Douglass, Worf, Schwartz, Sterling

Nays: None

Motion carried: 5-0

Persons included in executive session:

GCCC Board of Trustees

Herbert Swender, President

Dee Wigner, Executive Vice President

Meeting adjourned at 8:20 p.m.

UPCOMING CALENDAR EVENTS:

July

August 8 Faculty Report – Division/Department Day

August 12 Regular monthly meeting, Endowment Room, Dinner 5:00 p.m., call to order at 6:00 p.m.

August 18 Classes begin

August 30 Buster Football at home VS Highland Community College

September 1 Labor Day – NO CLASSES – OFFICES CLOSED

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Dr. Marilyn Douglass
Chair of the Board

Agenda No: II-B

Date: July 8, 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:



July 1, 2014

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

New Hire

Jennifer Crawford, Chemistry Instructor, effective August 8, 2014
Jordan Sanders, Part-time Football Coach, effective June 12, 2014
T J Horton, rehired as Athletic Trainer, effective July 1, 2014
Jared Powers, Assistant Football Coach, effective June 16, 2014
Luis Luna, Computer Science Instructor, effective August 8, 2014
Erika Enriquez Chavez, Custodian, effective July 1, 2014
Kolbie Hatcher, Facilities Office Manager, effective July 7, 2014
Patricia Miller, College Health Nurse, effective August 1, 2014

Separations

Marcos Najera, Admissions Representative, effective June 23, 2014
Belen Terrones, Continuing Education Secretary, effective June 13, 2014
Ryan Turner, Head Cross Country/Track & Field Coach, effective June 18, 2014
Whitney Corley, Assistant Women's Basketball Coach, effective June 27, 2014
Karen Canales, KANCO Assistant Site Coordinator, effective June 18, 2014

Retirement

Transfers/Promotions

Shajia Donecker, transferred from ETS Ed Advisor to Admissions Representative effective July 1, 2014

Vacancies

Director of Workforce Development
Webmaster
Math Instructor
Head Men & Women's Golf Coach
Cross Country/Track & Field Coach
Continuing Education Secretary

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 7/8/14)

INSTRUCTOR	CLASS	AMOUNT
Babcock, Dallas (Team-teaching w/ W. Blackburn)	Industrial NH3 Technician I (INPR-213-01) 6/2 – 6/6/14	1 hr(s) x \$750.00/hr = \$750.00
Babcock, Dallas (Team-teaching w/ W. Blackburn)	Industrial NH3 Refrig Oper II (INPR-212-01) 6/9 – 6/13/14	1.5 hr(s) x \$750.00/hr = \$1,125.00
Babcock, Dallas (Team-teaching w/ W. Blackburn)	Industrial NH3 Refrig Oper I (INPR-211-01) 6/16 – 6/20/14	1.5 hr(s) x \$750.00/hr = \$1,125.00
Bachman, Jennifer	Outreach Coordinator Contract Summer 2014 semester	\$200.00 base + 90 hr(s) @ 6.04/hr = \$743.60
Baker, Paula	Mosaic College for Life - Summer Exploration (CONT951-11) 6/20 - 6/27/14	4 hr(s) @ \$30.00/hr = \$120.00
Blackburn, Wayne (Team-teaching w/ D. Babcock)	Industrial NH3 Technician I (INPR-213-01) 6/2 – 6/6/14	2 hr(s) x \$750.00/hr = \$1,500.00
Blackburn, Wayne (Team-teaching w/ D. Babcock)	Industrial NH3 Refrig Oper II (INPR-212-01) 6/9 – 6/13/14	1.5 hr(s) x \$750.00/hr = \$1,125.00
Blackburn, Wayne (Team-teaching w/ D. Babcock)	Industrial NH3 Refrig Oper I (INPR-211-01) 6/16 – 6/20/14	1.5 hr(s) x \$750.00/hr = \$1,125.00
Carr, Stacey	Public Speaking (SPCH-111-31) 6/16 – 7/3/14	3 hr(s) x \$675.00/hr = \$2,025.00
Douglass, Lucille	Women on Target - NRA Basic Pistol (CRMJ315-03) 6/7/14	5 hr(s) @ \$20.00/hr = \$100.00
Douglass, Lucille	KS Carry Concealed (CRMJ300-06) 6/14/14	3 hr(s) @ \$30.00/hr = \$90.00
Dowell, Debbie	Outreach Coordinator Contract Summer 2014 semester	\$200.00 base + 21 hr(s) @ 7.46/hr = \$356.66
Eberhart, Eugenia	English I (ENGL-101-30) 6/16 – 7/25/14	3 hr(s) x \$675.00/hr = \$2,025.00
Felker, Amy	Intermediate Algebra (MATH-107-DI) 6/9 – 7/10/14	3 hr(s) x \$500.00/hr = \$1,500.00
Ferguson, Jean	ESL Academic Vocabulary (LANG-205-01) 6/16 – 7/25/14	3 hr(s) x \$950.00/hr = \$2,850.00
Fischer, Melanie	Certified Nurse Aide (HELR-1025-30) 6/2 – 6/30/14	3 hr(s) x \$500.00/hr = \$1,500.00
Garcia, Justin	Brunch With Justin (CULA128-01) 6/17 - 6/19/14	5 hr(s) @ \$30.00/hr = \$150.00
Greathouse, Lachele	Intro Computer Concepts & Appl (CSCI-110-50) 6/16 – 7/25/14	3 hr(s) x \$950.00/hr = \$2,850.00
Harbin, Renee	Introduction to Business (BSAD-101-50) 5/27 – 8/8/14	3 hr(s) x \$750.00/hr = \$2,250.00
Harbin, Renee	Business Internship (BSAD-126-50) 5/27 – 8/15/14 - Pro-rated for 2 students	2/8 x \$750.00/hr x 3 hr(s) = \$562.50
Hernandez, Rachelle	Childhood Obesity & Good Nutr(ECHD-123-80) 6/4 – 6/24/14	1 student @ \$50.00/student = \$50.00

Hernandez, Sheena	Intermediate English *** (ENGL-091-30) 6/16 – 7/25/14	3 hr(s) x \$675.00/hr = \$2,025.00
Hinde, Guillermina	Cosmetology Seminar (COSM-2003-01) (Combined w/ COSM-2001/COSM-2002/COSM-2004) 5/27 – 8/8/14	3 hr(s) x \$675.00/hr = \$2,025.00
Hoover, Kevin	Certified Nurse Aide (HELR-1023-LK) 6/2 – 7/22/14	3 hr(s) x \$500.00/hr = \$1,500.00
Hoover, Kevin	Certified Nurse Aide Lab (HELR-102L-LK) 6/2 – 7/22/14	2 hr(s) x \$500.00/hr = \$1,000.00
Hoover, Kevin	Certified Nurse Aide Lab (HELR-102L-LKA) 6/2 – 7/22/14	2 hr(s) x \$500.00/hr = \$1,000.00
Hornbeck, Debra	Hugoton Ropes (CONT304-04) 6/28/14	4 hr(s) @ \$30.00/hr = \$120.00
Hunter, Marian	Certified Nurse Aide (HELR-1025-30) (Combined w/ HELR-1025-31) 6/2 – 8/4/14	4 hr(s) x \$500.00/hr = \$2,000.00
Hutcheson, Tammy	General Psychology (PSYC-101-01) 6/16 – 7/4/14	3 hr(s) x \$750.00/hr = \$2,250.00
Kemper, Mary	English II (ENGL-102-30) 6/16 – 7/25/14	3 hr(s) x \$500.00/hr = \$1,500.00
Kolbeck, Kent (Team-teaching w/ D. McFee)	Karate/Self Defense-Beg (HPER-161B-90) (Combined w/ CRIM-100B-90) 5/27 – 8/8/14	1 hr(s) x \$950.00/hr = \$950.00
Kolbeck, Kent	Agricultural Electric Sys III (JDAT-214-01) 6/2 – 7/25/14	3 hr(s) x \$950.00/hr = \$2,850.00
Lamb, Colin (Team-teaching w/ R. Ruda)	Teamleading/Collab Leadership (PSYC-206-50) 6/16 – 7/25/14	1.5 hr(s) x \$500.00/hr = \$750.00
Lamb, Winsom	Developmental Psychology (EDUC-110-30) 6/16 – 7/10/14 - Pro-rated for 6 students	6/8 x \$570.00/hr x 3 hr(s) = \$1,282.50
Long, Charles	Business Ethics (BSAD-220-30) 6/16 – 7/24/14 - Pro-rated for 6 students	6/8 x \$500.00/hr x 3 hr(s) = \$1,125.00
McAllister, James	Music History And Appreciation (MUSC-108-30) 6/16 – 7/25/14	3 hr(s) x \$850.00/hr = \$2,550.00
McCallum, Brian	Ceramics on the Wheel (ARTS-113-01) (Combined w/ ARTS-201-01) 5/27 – 8/8/14 - Pro-rated for 6 students	6/8 x \$950.00/hr x 3 hr(s) = \$2,137.50
McFee, Dan (Team-teaching w/ K. Kolbeck)	Karate/Self Defense-Beg (HPER-161B-90) (Combined w/ CRIM-100B-90) 5/27 – 8/8/14	1 hr(s) x \$500.00/hr = \$500.00
Morgan, Linda	Problems in Criminal Justice (CRIM-213-01) 6/2 – 7/30/14	4 hr(s) x \$950.00/hr = \$3,800.00
Pardo, Carlos	Women on Target - NRA Basic Pistol (CRMJ315-03) 6/7/14	5 hr(s) @ \$20.00/hr = \$100.00
Prewitt, Robert	Women on Target - NRA Basic Pistol (CRMJ315-03) 6/7/14	10 hr(s) @ \$20.00/hr = \$200.00
Pollart, Susan	College Skills Development (PCDE-101-01) 6/16 – 7/3/14	1 hr(s) x \$500.00/hr = \$500.00

Ronn, Mark	KS Carry Concealed (CRMJ300-06) 6/14/14	10 hr(s) @ \$30.00/hr = \$300.00
Ruda, Ryan (Team-teaching w/ C. Lamb)	Teamleading/Collab Leadership (PSYC-206-50) 6/16 – 7/25/14	1.5 hr(s) x \$500.00/hr = \$750.00
Rupp, David	KS Carry Concealed (CRMJ300-06) 6/14/14	4 hr(s) @ \$30.00/hr = \$120.00
Schafer, John	Microbiology (BIOL-213-30) 5/27 – 7/3/14	5 hr(s) x \$850.00/hr = \$4,250.00
Schmidt, Roger	John Deere Air Quality (JDAT-105-01) 6/2 – 7/23/14	2 hr(s) x \$850.00/hr = \$1,700.00
Schmidt, Roger	Agricultural Power Trains II (JDAT-122-01) 6/2 – 7/25/14	3 hr(s) x \$850.00/hr = \$2,550.00
Spindler, Christopher	Cool Animations (COMP155-01) 6/7 - 6/21/14	6 hr(s) @ \$30.00/hr = \$180.00
Spindler, Christopher	Game Design II (COMP152-01) 6/9 - 6/12/14	6 hr(s) @ \$30.00/hr = \$180.00
Spindler, Christopher	Game Design III (COMP153-01) 6/16 - 6/19/14	6 hr(s) @ \$30.00/hr = \$180.00
Spindler, Christopher	Game Design IV (COMP154-01) 6/23 - 6/26/14	6 hr(s) @ \$30.00/hr = \$180.00
Terpstra, Philip	Intermediate Algebra (MATH-107-01) 5/27 – 7/3/14	3 hr(s) x \$750.00/hr = \$2,250.00
Terpstra, Philip	College Algebra (MATH-108-01) 5/27 – 7/3/14	3 hr(s) x \$750.00/hr = \$2,250.00
Terpstra, Philip	College Algebra (MATH-108-03) 5/27 – 7/3/14	3 hr(s) x \$750.00/hr = \$2,250.00
Thomas, Gregory	Introduction to Sociology (SOC1-102-90) 6/16 – 7/25/14	3 hr(s) x \$950.00/hr = \$2,850.00
Vadapally, Praveen	Chemistry For Health Services (CHEM-108-30) 5/27 – 7/3/14	5 hr(s) x \$850.00/hr = \$4,250.00
Webb, Jerrad	Cardiology (EMIC-209-01) 5/27 – 8/8/14	4 hr(s) x \$570.00/hr = \$2,280.00
Webb, Jerrad	Clinical Rotations II (EMIC-212-01) 5/27 – 8/8/14	8 hr(s) x \$570.00/hr = \$4,560.00
Wenzel, Leslie	Beginning Algebra*** (MATH-006-01) 5/27 – 7/3/14	3 hr(s) x \$750.00/hr = \$2,250.00
Wenzel, Leslie	College Math (MATH-105-01) 5/27 – 7/3/14	3 hr(s) x \$750.00/hr = \$2,250.00
Wenzel, Leslie	Academic Recovery & Success (PCDE-110-01) 6/16 – 8/8/14	1 hr(s) x \$750.00/hr = \$750.00
Williams, Douglas	KS Carry Concealed (CRMJ300-06) 6/14/14	4 hr(s) @ \$30.00/hr = \$120.00
Wilson, Mary	Microsoft Excel Update (CONT963-02) 6/23/14	3 hr(s) @ \$30.00/hr = \$90.00

TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS

\$ 90,627.76

Agenda No: II-C

Date: July 8, 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

July 2014

Purchases over \$20,000 requiring bid sheets

- Check #233145 to Luminous Neon for \$34,688.61 for an electronic messaging sign. The Board approved this purchase at the May 13, 2014 Board meeting.
- Check #233580 to CDW Government Inc. for \$37,307.20 for multiple invoices for computer hardware. Bid Sheets were attached when required indicating lowest price or single source provider.
- Check #233837 to CDW Government Inc. for \$34,674.47 for multiple invoices for computer hardware. Bid Sheets were attached when required indicating lowest price or single source provider.

Payments over \$20,000 not requiring bid sheets

- Check #233360 to City of Garden City for \$50,229.65 for utilities.
- Check #233363 to Commerce Bank for \$63,551.16 for various purchase card purchases.
- Check #233649 to Blue Cross and Blue Shield of Kansas for \$99,977.11 for July health insurance premiums.
- Check #233754 to EduKan for \$21,320.00 for tuition and fees for Summer 14 Session 2.
- Check #233842 to Commerce Bank for \$22,028.98 for purchase card purchases.
- Check #233847 to EduKan for \$97,070.00 for tuition and fees for Summer 14 Session 1.
- Check #233853 to GMCN Architects for \$65,467.81 for professional services on the student modular housing project and the Fine Arts parking lot design.
- Check #233855 to Great Western Dining for \$65,716.70 for various invoices.

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	2,968.00-	1,858,831.51-	1,860,000.00-	1,168.49-	0.06
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	10,080.00-	270,780.00-	225,000.00-	45,780.00	20.34-
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	1,030.00-	89,396.00-	50,000.00-	39,396.00	78.78-
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	162.00-	82,332.00-	40,000.00-	42,332.00	105.82-
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	3,276.00-	339,681.83-	337,500.00-	2,181.83	0.64-
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	81.00-	41,166.00-	40,600.00-	566.00	1.38-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	1,282.48-	40,918.56	50,000.00	9,081.44	18.16
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	25,920.00-	26,900.00-	980.00-	3.64
11-00-0000-00000-4014 TUITION BORDER STA	0.00	11,859.00-	213,300.00-	230,000.00-	16,700.00-	7.26
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	385.00-	7,245.00-	10,000.00-	2,755.00-	27.55
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	50.00-	7,690.00-	3,500.00-	4,190.00	119.70-
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	3,410.00-	4,360.00-	10,000.00-	5,640.00-	56.40
11-00-0000-00000-4512 VENDING MACHINES :	0.00	581.95-	6,739.83-	10,000.00-	3,260.17-	32.60
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	460.00-	24,460.00-	15,000.00-	9,460.00	63.06-
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	244,603.00-	0.00	244,603.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	3,725,560.13-	9,767,082.79-	9,800,000.00-	32,917.21-	0.34
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	129,551.18-	681,225.08-	700,000.00-	18,774.92-	2.68
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	1,497.02-	7,136.48-	7,000.00-	136.48	1.94-
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	50,757.98-	174,815.21-	135,000.00-	39,815.21	29.48-
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	56,687.37-	88,841.39-	131,000.00-	42,158.61-	32.18
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	3,759.49-	24,725.67-	25,000.00-	274.33-	1.10
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	777.72	1,939.13-	0.00	1,939.13	0.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	281.42-	27,969.94-	55,000.00-	27,030.06-	49.15
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	20.38	94,000.77-	110,000.00-	15,999.23-	14.54
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	10,720.13-	135,378.33-	45,000.00-	90,378.33	200.83-
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	1,320.00-	13,152.47-	15,000.00-	1,847.53-	12.32
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	4,014,962.05-	15,894,900.11-	14,533,593.00-	1,361,307.11	9.36-
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12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	5,617.00-	111,759.00-	0.00	111,759.00	0.00
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	24,887.00-	342,299.00-	600,000.00-	257,701.00-	42.95
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	420.00-	3,745.00-	5,000.00-	1,255.00-	25.10
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
12-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	0.00	2,246.27-	0.00	2,246.27	0.00
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
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Totals for FUND: 12 - PTE FUND	0.00	30,924.00-	1,472,980.27-	2,998,614.00-	1,525,633.73-	50.88

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	189,937.54-	497,965.71-	487,884.00-	10,081.71	2.06-
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	6,684.53-	36,891.69-	35,329.00-	1,562.69	4.41-
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	77.26-	386.75-	352.00-	34.75	9.86-
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	2,634.06-	9,208.41-	7,000.00-	2,208.41	31.54-
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	2,848.74-	5,265.38-	6,555.00-	1,289.62-	19.67
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	207.15-	1,363.94-	1,194.00-	169.94	14.22-
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	10,000.00-	10,000.00-	100.00
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Totals for FUND: 61 - CAPITAL OUTLAY	0.00	202,389.28-	551,081.88-	548,314.00-	2,767.88	0.49-
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Totals for BUDGET.OFFICER: Unassigned	0.00	4,248,275.33-	17,918,962.26-	18,080,521.00-	161,558.74-	0.89

Fiscal Year: 2014

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	8,342.24	50,843.23	51,429.00	585.77	1.14
DEPARTMENT: 11020 - HUMANITIES	0.00	2,599.13	14,000.95	5,336.62	8,664.33-	162.35-
DEPARTMENT: 11021 - ENGLISH	0.00	49,167.96	372,644.03	341,934.02	30,710.01-	8.97-
DEPARTMENT: 11022 - SPEECH	0.00	10,399.16	78,532.30	58,241.25	20,291.05-	34.83-
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	3,229.50	0.00	3,229.50-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	1,727.80	320.00	1,407.80-	439.93-
DEPARTMENT: 11025 - JOURNALISM	110.01	10,049.80	63,971.92	57,897.00	6,184.93-	10.67-
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	1,614.75	972.00	642.75-	66.12-
DEPARTMENT: 11030 - ART	0.00	22,770.83	153,064.60	134,658.00	18,406.60-	13.66-
DEPARTMENT: 11031 - DRAMA	0.00	13,561.24	81,900.80	69,711.00	12,189.80-	17.48-
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	13,049.80	100,131.70	87,099.00	13,032.70-	14.95-
DEPARTMENT: 11033 - INST MUSIC	10,417.00	11,006.50	140,144.73	134,583.64	15,978.09-	11.86-
DEPARTMENT: 11040 - SCIENCE	2,984.05	30,409.88	462,916.89	443,045.56	22,855.38-	5.15-
DEPARTMENT: 11050 - MATH	0.00	55,813.30	352,603.74	334,084.51	18,519.23-	5.53-
DEPARTMENT: 11060 - SOCIAL SCIENCE	50.00	42,511.03	427,662.99	390,496.01	37,216.98-	9.52-
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	20,047.17	206,161.91	175,518.50	30,643.41-	17.45-
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	8,674.36	86,584.21	85,889.00	695.21-	0.80-
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	0.00	3,874.60	720.00	3,154.60-	438.13-
DEPARTMENT: 11081 - READING	0.00	4,942.74	36,250.93	80,077.00	43,826.07	54.73
DEPARTMENT: 11082 - ESL	0.00	10,962.39	67,420.84	64,360.00	3,060.84-	4.75-
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	3,378.00	31,823.99	15,440.00	16,383.99-	106.10-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	3,760.54	5,000.00	1,239.46	24.79
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	50,342.67	71,769.21	354,069.17	412,230.00	7,818.16	1.90
DEPARTMENT: 12014 - FINNUP LAB	0.00	1,346.02	71,431.63	70,506.00	925.63-	1.30-
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	1,537.32	1,537.32	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	0.00	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	61,798.35	62,435.00	636.65	1.02
DEPARTMENT: 41000 - LIBRARY	5,877.58	15,524.47	180,161.83	184,283.00	1,756.41-	0.94-
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	8,959.84	85,104.04	83,558.00	1,546.04-	1.84-
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	26,192.02	284,734.88	662,224.79	377,489.91	57.00
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	89.30	20,113.39	32,098.00	11,984.61	37.34
DEPARTMENT: 42002 - OUTREACH	34,841.36	2,778.54	45,115.74	103,756.58	23,799.48	22.94
DEPARTMENT: 42003 - FACULTY SENATE	0.00	1,584.24	13,516.34	11,967.20	1,549.14-	12.93-
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	3,845.26	25,710.17	0.00	25,710.17-	0.00
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	3,628.57	27,843.31	0.00	27,843.31-	0.00
DEPARTMENT: 43000 - TRANSITION	0.00	3,390.60	40,678.57	41,297.00	618.43	1.50
DEPARTMENT: 50000 - DEAN OF STUDENT SE	380.00	23,363.63	206,910.75	177,671.00	29,619.75-	16.66-
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	1,562.50	7,768.24	95,054.26	137,001.00	40,384.24	29.48
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	5,426.95	57,896.52	60,427.00	2,530.48	4.19
DEPARTMENT: 50020 - FINANCIAL AID OFFI	590.00	26,928.77	306,343.21	326,208.00	19,274.79	5.91
DEPARTMENT: 50030 - ADMISSIONS	1,895.48	9,949.02	127,417.34	136,614.00	7,301.18	5.34
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	11,422.38	145,158.89	146,481.00	1,322.11	0.90
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	8,190.66	51,314.56	52,723.00	1,408.44	2.67
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	66,031.78	31,484.37	432,841.68	528,944.35	30,070.89	5.69
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	9,114.82	122,141.36	123,459.00	1,317.64	1.07
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	7,219.96	108,626.74	110,227.00	1,600.26	1.45
DEPARTMENT: 55003 - MEN'S TRACK	17,225.11	3,937.07	55,371.97	69,015.63	3,581.45-	5.18-

DEPARTMENT: 55004 - WOMEN'S TRACK	17,300.12	4,288.74	55,524.57	66,940.62	5,884.07-	8.78-
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	4,398.62	4,935.10	94,562.33	103,063.00	4,102.05	3.98
DEPARTMENT: 55006 - FOOTBALL	910.00	20,302.75	323,967.89	333,393.40	8,515.51	2.55
DEPARTMENT: 55007 - BASEBALL	0.00	8,332.71	126,118.68	123,959.00	2,159.68-	1.73-
DEPARTMENT: 55008 - VOLLEYBALL	0.00	3,516.51	58,220.82	56,017.00	2,203.82-	3.92-
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	5,205.49	60,312.84	56,653.00	3,659.84-	6.45-
DEPARTMENT: 55012 - CHEERLEADING	4,915.50	4,714.48	26,279.30	25,492.00	5,702.80-	22.36-
DEPARTMENT: 55013 - DANCE TEAM	0.00	2,167.27	18,362.18	20,263.00	1,900.82	9.38
DEPARTMENT: 55014 - RODEO TEAM	0.00	7,557.74	131,868.87	132,280.00	411.13	0.31
DEPARTMENT: 55015 - MEN'S GOLF	0.00	6,094.28	65,323.64	41,102.00	24,221.64-	58.92-
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	9,353.00	120,050.70	117,020.00	3,030.70-	2.58-
DEPARTMENT: 55020 - PEP BAND	0.00	2,758.57	31,160.90	35,711.00	4,550.10	12.74
DEPARTMENT: 61000 - PRESIDENT	0.00	59,705.69	411,803.37	434,351.00	22,547.63	5.19
DEPARTMENT: 61001 - BOARD OF TRUSTEES	0.00	2,649.38	20,673.10	24,840.00	4,166.90	16.77
DEPARTMENT: 61005 - ATTORNEY	0.00	600.00	31,863.44	20,250.00	11,613.44-	57.34-
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	1,289.84	201,789.22	1,574,115.93	1,619,014.00	43,608.23	2.69
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	13,554.35	127,732.20	142,209.00	14,476.80	10.18
DEPARTMENT: 62011 - ADA COMPLIANCE	4,117.95	4,980.91	50,109.64	61,904.00	7,676.41	12.40
DEPARTMENT: 62050 - ONE-TIME PURCHASES	135,446.60	49,688.61	97,738.46	475,000.00	241,814.94	50.91
DEPARTMENT: 63000 - INFORMATION SERVIC	524.12	21,972.67	185,526.15	250,119.00	64,068.73	25.62
DEPARTMENT: 64000 - INFORMATION TECHNO	18,341.04	65,354.82	609,258.27	705,080.00	77,480.69	10.99
DEPARTMENT: 65000 - CENTRAL SERVICES	1,756.89	9,723.79	156,564.89	156,968.00	1,353.78-	0.85-
DEPARTMENT: 66000 - MARKETING	0.00	0.00	0.00	75,000.00	75,000.00	100.00
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	140.00	7,362.73	130,675.34	148,881.00	18,065.66	12.13
DEPARTMENT: 71000 - BUILDINGS	80,276.93	55,088.86	401,630.20	452,098.00	29,809.13-	6.58-
DEPARTMENT: 72000 - CUSTODIAL SERVICES	18,173.93	31,905.45	416,333.99	473,872.00	39,364.08	8.31
DEPARTMENT: 73000 - GROUNDS	27,786.94	18,763.46	199,512.22	217,546.00	9,753.16-	4.47-
DEPARTMENT: 73001 - ATHLETIC FIELDS	97,547.00	3,362.31	112,354.99	68,081.00	141,820.99-	208.30-
DEPARTMENT: 74000 - VEHICLES	3,977.17	50,862.47	327,216.06	303,725.00	27,468.23-	9.03-
DEPARTMENT: 75000 - CAMPUS SECURITY	24,258.89	12,993.18	117,048.66	164,781.00	23,473.45	14.25
DEPARTMENT: 76000 - INSURANCE	0.00	9,860.40	351,837.77	315,954.00	35,883.77-	11.35-
DEPARTMENT: 77000 - UTILITIES	0.00	65,963.43	791,020.58	793,342.00	2,321.42	0.29
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	171,270.34	24,136.94	62,000.00	37,863.06	61.07
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	212.00	3,021.00	9,020.00	5,999.00	66.51
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	2,279.00	24,963.00	33,087.00	8,124.00	24.55
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	1,045.00	12,735.00	3,000.00	9,735.00-	324.49-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	53.00	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	0.00	3,817.82	53,308.66	51,369.00	1,939.66-	3.77-
DEPARTMENT: 98001 - CHILD CARE	0.00	0.00	52,486.60	40,000.00	12,486.60-	31.21-

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FUND: 11 - GENERAL	633,469.08	1,550,838.46	13,357,866.92	14,533,593.00	542,257.00	3.73
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Fiscal Year: 2014

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	6,706.49	42,572.17	39,544.13	3,028.04	7.65
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	5,377.16	91,542.03	84,183.88	7,358.15	8.73
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	1,917.52	92,259.52	65,465.00	26,794.52	40.92
DEPARTMENT: 12200 - ADN PROGRAM	4,430.53	41,323.36	266,598.36	345,080.15	74,051.26	21.46
DEPARTMENT: 12201 - LPN PROGRAM	1,407.87	15,396.46	206,956.39	194,913.00	13,451.26	6.89
DEPARTMENT: 12202 - EMT	0.00	27,173.78	172,171.32	162,313.00	9,858.32	6.06
DEPARTMENT: 12203 - ALLIED HEALTH	2,058.55	31,039.51	166,809.52	169,077.87	209.80	0.12
DEPARTMENT: 12210 - AGRICULTURE	0.00	7,448.36	52,768.13	51,213.00	1,555.13	3.03
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	12,453.70	127,781.57	125,861.00	1,920.57	1.52
DEPARTMENT: 12212 - CULINARY PROGRAM	0.00	63.69	4,908.44	1,146.64	3,761.80	328.06
DEPARTMENT: 12220 - JOHN DEERE AG TECH	2,463.03	38,495.97	214,754.57	189,163.00	28,054.60	14.82
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	15,000.00	15,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	10,859.26	72,453.90	71,741.00	712.90	0.98
DEPARTMENT: 12240 - CRIMINAL JUSTICE	188.50	17,898.21	192,172.64	163,109.00	29,252.14	17.92
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	10,756.34	89,955.84	70,065.37	19,890.47	28.38
DEPARTMENT: 12250 - COSMETOLOGY	4,690.66	22,191.12	132,203.20	106,679.00	30,214.86	28.31
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	5,792.86	59,463.00	346,540.63	405,989.00	53,655.51	13.22
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	43.00	7,609.47	8,520.00	910.53	10.69
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	970.00	15,090.44	164,151.91	88,422.12	76,699.79	86.73
DEPARTMENT: 12273 - WELDING	0.00	21,739.29	178,816.26	178,503.00	313.26	0.17
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	14.88	56,770.73	432,624.84	375,854.11	86.88
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	30,000.00	30,000.00	100.00
=====						
FUND: 12 - PTE FUND	22,002.00	345,451.54	2,679,796.60	2,998,614.00	296,815.40	9.90

Fiscal Year: 2014

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,914.04	19,367.94	124,322.34	161,364.46	35,128.08	21.77
DEPARTMENT: 55006 - FOOTBALL	0.00	1,178.63	1,603.63	5,600.00	3,996.37	71.36
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	730.46	8,505.44	7,976.29	529.15	6.62
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	164.52	6,076.44	8,500.00	2,423.56	28.51
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	3,844.80	4,301.80	4,223.43	78.37	1.85
DEPARTMENT: 55012 - CHEERLEADING	0.00	4,474.47	11,249.05	11,058.16	190.89	1.72
DEPARTMENT: 55008 - VOLLEYBALL	0.00	101.04	5,133.42	5,961.00	827.58	13.88
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	944.27	12,426.12	16,000.00	3,573.88	22.34
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,132.00	13,560.60	77,000.00	63,439.40	82.39
DEPARTMENT: 55007 - BASEBALL	0.00	723.12	26,881.98	29,000.00	2,118.02	7.30
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	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	0.00	9,133.03	8,950.00	183.03	2.04
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	997.00	0.00	997.00	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	695.44	720.44	100.00	620.44	620.43
DEPARTMENT: 55003 - MEN'S TRACK	32.00	560.67	4,387.86	6,022.82	1,602.96	26.61
=====						
FUND: 14 - ADULT SUPPLEMENTARY ED	1,946.04	34,917.36	240,140.42	397,506.16	155,419.70	39.10

Fiscal Year: 2014

GL Account	FUND: 16 - AUXILIARY ENTITIES					
	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	177.74	4,390.93	9,000.00	4,609.07	51.21
DEPARTMENT: 94000 - STUDENT CENTER	3,125.00	768.71	26,043.54	171,000.00	141,831.46	82.94
DEPARTMENT: 95000 - STUDENT HOUSING	73,077.56	185,925.16	1,200,961.37	1,433,200.00	159,161.07	11.11
DEPARTMENT: 95001 - DIRECTOR'S APARTME	0.00	0.00	0.00	5,000.00	5,000.00	100.00
DEPARTMENT: 98000 - COSMETOLOGY	5,099.98	4,787.44	91,155.31	139,907.56	43,652.27	31.20
DEPARTMENT: 97000 - BOOKSTORE	8,736.75	27,279.72	839,263.75	823,000.00	25,000.50-	3.03-
DEPARTMENT: 91000 - ARENA	0.00	1,145.97	8,114.11	9,250.00	1,135.89	12.28
FUND: 16 - AUXILIARY ENTITIES	90,039.29	220,084.74	2,169,929.01	2,590,357.56	330,389.26	12.75

Fiscal Year: 2014

GL Account	FUND: 22 - RESTRICTED GRANTS					
	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	0.00	0.00	16,824.03	0.00	16,824.03-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	3,935.83	42,224.78	41,000.00	1,224.78-	2.98-
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	2,489.48	2,489.48	0.00	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	8,405.15	13,296.18	235,257.83	378,752.44	135,089.46	35.67
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	14.34-	191,666.78	195,170.62	3,503.84	1.80
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	1,500.00	1,500.00	5,555.55	4,055.55	73.00
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	3,092.28	17,568.43	19,388.90	1,820.47	9.39
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	23,772.53	23,772.53	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	5,715.44	30,612.51	67,594.00	36,981.49	54.71
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	19,242.37	177,025.69	260,885.00	83,859.31	32.14
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	21,651.28	175,253.24	237,592.00	62,338.76	26.24
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	5,058.52	30,526.57	0.00	30,526.57-	0.00
DEPARTMENT: 14010 - AO-K	0.00	1,726.61	4,006.07	6,104.99	2,098.92	34.38
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	11,519.00	11,519.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	2,691.66	21,178.49	34,629.00	13,450.51	38.84
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	3,897.26	47,456.68	63,151.00	15,694.32	24.85
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	2,756.64	82,975.15	83,403.00	427.85	0.51
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	16,439.59	143,832.47	153,143.03	9,310.56	6.08
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	11,897.32	100,515.62	145,465.00	44,949.38	30.90
DEPARTMENT: 14010 - AO-K	0.00	3,969.46	6,117.08	8,321.11	2,204.03	26.49
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	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	4,641.17	24,046.89	34,000.00	9,953.11	29.27
FUND: 22 - RESTRICTED GRANTS	8,405.15	121,497.27	1,441,975.55	1,865,290.09	414,909.39	22.24

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	0.00	4,050.93	7,341.76	3,290.83	44.82
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	0.00	0.00	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	76.40	9,651.77-	950.00	10,601.77	115.98
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	772.76	2,860.16	4,500.00	1,639.84	36.44
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	20,351.40	20,847.60	187,325.20	179,672.00	28,004.60-	15.58-
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	1,944.96	5,961.00	6,815.21	854.21	12.53
DEPARTMENT: 13301 - ADULT ED - INSTRUC	10,298.26	25,124.82	188,297.33	227,988.00	29,392.41	12.89
DEPARTMENT: 00000 - GENERAL	0.00	0.00	37,500.00-	37,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	471.76	11,346.79	107,342.79	177,500.00	69,685.45	39.26
=====						
FUND: 24 - ADULT EDUCATION	31,121.42	60,113.33	444,839.21	559,925.21	83,964.58	15.00

Fiscal Year: 2014

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	0.00	281,027.50	350,982.50	548,314.00	197,331.50	35.99
=====						
FUND: 61 - CAPITAL OUTLAY	0.00	281,027.50	350,982.50	548,314.00	197,331.50	35.99

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	13,359.14	32,858.97	294,839.28	382,317.07	74,118.65	19.39
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,593.37	24,654.67	28,419.00	3,764.33	13.25
DEPARTMENT: 99001 - STUDENT NEWSPAPER	2,209.93	2,351.27	18,731.25	51,750.00	30,808.82	59.53
DEPARTMENT: 99002 - STUDENT MAGAZINE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	22,459.89	25,629.93	3,170.04	12.37
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	15,569.07	36,803.61	360,685.09	488,116.00	111,861.84	22.92

Fiscal Year: 2014

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	32,526.55	72,753.00	0.00	72,753.00-	0.00
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	0.00	98,780.00	0.00	98,780.00-	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
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	32,526.55	455,309.00	0.00	455,309.00-	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	118,390.00	517,145.00	609,000.00	91,855.00	15.08
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	118,390.00	517,145.00	609,000.00	91,855.00	15.08

Garden City Community College
6/30/2014

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 145,127.65	0.0000%
State Municipal Invest. Pool	\$ 621.27	0.0111%
FNB of Garden City - Money Market	\$ 25,394.61	0.2500%
FNB of Garden City - Insured Cash Sweep	\$ 5,816,340.60	0.2500%
Commerce Bank - Money Market	\$ 155,482.24	0.0800%
Landmark National Bank	\$ 3,363,448.12	0.0900%
	<u>\$ 9,506,414.49</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>\$ 13,506,414.49</u></u>			

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

Agenda No: II-D-1

Date: July 8, 2014

Topic: Modular Student Housing

Presenter: Dr. Herbert J. Swender

Background Information:

The board recently granted Administration permission to proceed with design and funding for nine modular student housing units to be located at 1706 E. Spruce. The specifications were developed and released by Stewart Nelson, GMCN Architects. Several contractors attended the pre-bid meeting. Only one bid was received. Harbin Construction, Salina, Kansas bid \$2,890,000 for the project with a completion date of December 31, 2014. The door and hardware proposal was separate from the base bid. Royal Architecture provided a bid of \$114,955.

Budget Information:

Funding for the project will be obtained through revenue bonds which will be repaid through student fees, dormitory fees, and bookstore profits.

Recommended Board Action:

Authorize Administration to enter into negotiations with Harbin Construction to construct student housing with a cost not to exceed \$2,890,000. Upon successful completion of negotiations, enter into a contract with Harbin Construction and accept the bid from Royal Architecture for \$114,955

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

Board Member Notes:

Agenda No: II-D-2

Date: July 8, 2014

Topic: Fiber optic cable connectivity

Presenter: Dr. Herbert J. Swender

Background Information:

At the current time, there is no fiber connecting the main campus to the Access and Opportunity Center or the multi-sport complex. Jeff Southern, Director of IT, has contacted several internet providers, contractors and engineers to obtain costs estimates for the college to lease fiber or to install and own outright the fiber connected to these two facilities. Vendors contacted are extremely busy and, as of this date, only one vendor was able to provide a written quote. In order for due diligence and to find the best value for the college, Administration is requesting permission to be given the time to obtain additional quotes.

Time is of the essence, as the project will take approximately thirty days to complete. In order to have internet access at the first home football game, August 20 has been established as the completion date. Administration is requesting permission to review all proposals and proceed with the purchase and installation or lease of fiber connectivity with the best vendor with a cost not to exceed \$65,000.

Budget Information:

General Fund FY15 – entire cost of project

Recommended Board Action:

Authorize Administration to determine best proposal for fiber connectivity with a not to exceed cost of \$65,000.

Board Action Taken:

_____ **Approved** _____ **Disapproved**

_____ **Ayes** _____ **Nays** _____ **No Action**

Board Member Notes:

Agenda No: III-A

Date: July 8, 2014

Topic: Resolution 2014 – 06
Selecting a Purchaser and Authorizing the Sale of Revenue Bonds

Presenter: Dr. Herbert J. Swender

Background Information:

Revenue bonds will be sold to finance a nine modular housing unit student housing project to be constructed on property adjacent to the college located at 1706 E. Spruce Street. The project is scheduled to begin late July with a projected completion date of January 2015. In addition to the housing project, the student center is in need of renovation. The scope of work will be coordinated and directed by the college's architect.

Resolution 2014-06 selects Stifel Nicolaus & Co., Inc., Wichita, Kansas as underwriter and authorizes the sale of Student Union, Bookstore and Dormitory System Revenue Bonds, so long as such Bonds meet the following requirements: (a) principal amount shall not exceed \$4,150,000; and (b) and the net interest cost of the Bonds shall not exceed 3.55%.”

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

Recommended Board Action:

Approve Resolution 2014-06 as presented

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

Board Member Notes:

Gilmore & Bell, P.C.
06/30/2014

Gilmore & Bell, P.C.
06/30/2014

RESOLUTION NO. 2014-06

RESOLUTION SELECTING A PURCHASER FOR, AND AUTHORIZING THE OFFERING FOR SALE OF STUDENT UNION, BOOKSTORE AND DORMITORY SYSTEM REVENUE BONDS, SERIES 2014, OF GARDEN CITY COMMUNITY COLLEGE, FINNEY COUNTY, KANSAS.

WHEREAS, Garden City Community College, Finney County, Kansas (the "Issuer"), has previously authorized certain internal improvements described as follows (the "Improvements"):

<u>Project Description</u>	<u>Res. No.</u>	<u>Authority</u>	<u>Amount</u>
acquiring, constructing, equipping and furnishing student housing facilities to house approximately 66 beds and director housing with a laundry facility and improving and renovating the Student Center		K.S.A. 76-6a13 <i>et seq.</i>	\$4,150,000

WHEREAS, the Issuer hereby selects the firm of Stifel Nicolaus & Co., Inc., Wichita, Kansas (the "Purchaser"), as underwriter for one or more series of Student Union, Bookstore and Dormitory System Revenue Bonds of the Issuer to be issued in order in order to provide funds to finance the Improvements; and

WHEREAS, the Issuer desires to authorize the Purchaser to proceed with the offering for sale of said Student Union, Bookstore and Dormitory System Revenue Bonds; and

WHEREAS, one of the duties and responsibilities of the Issuer is to prepare and distribute a preliminary official statement relating to said Student Union, Bookstore and Dormitory System Revenue Bonds; and

WHEREAS, the Issuer desires to authorize Ranson Financial Consultants, LLC, Wichita, Kansas (the "Financial Advisor"), in conjunction with the Executive Vice President, to proceed with the preparation and distribution of a preliminary official statement and all other preliminary action necessary to sell said Student Union, Bookstore and Dormitory System Revenue Bonds; and

WHEREAS, due to the volatile nature of the municipal bond market and the desire of the Issuer to achieve maximum benefit of timing of the sale of the Student Union, Bookstore and Dormitory System Revenue Bonds, the governing body desires to authorize the Chairperson to confirm the sale of the Student Union, Bookstore and Dormitory System Revenue Bonds, if necessary, prior to the next meeting of the governing body to adopt the necessary resolution providing for the issuance thereof.

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

Section 1. The Purchaser is hereby authorized to proceed with the offering for sale of the Issuer's Student Union, Bookstore and Dormitory System Revenue Bonds, Series 2014 (the "Bonds") in one or more series, in accordance with the information provided by the Financial Advisor on this date. The offering for sale of the Bonds shall be accomplished in consultation with the Financial Advisor, Purchaser, Executive Vice President and Gilmore & Bell, P.C. ("Bond Counsel"). The confirmation of the sale of the Bonds shall be subject to the execution of a bond purchase agreement between the Purchaser and the Issuer (the "Bond Purchase Agreement") in a form approved by Bond Counsel, the adoption of a resolution by the governing body of the Issuer authorizing the issuance of the Bonds and the execution of various documents necessary to deliver the Bonds. The Chairperson is hereby authorized to execute the Bond Purchase Agreement subject to the following parameters: (a) principal amount of the shall not exceed \$4,150,000; and (b) and the net interest cost of the Bonds shall not exceed 3.55%.

Section 2. The Executive Vice President, in conjunction with the Financial Advisor, the Purchaser and Bond Counsel, are hereby authorized to cause to be prepared a Preliminary Official Statement, and such officials, and other representatives of the Issuer are hereby authorized to use such document in connection with the sale of the for the Bonds. The Issuer hereby consents to the use and public distribution by the Purchaser of the Preliminary Official Statement in connection with the offering for sale of the Bonds.

Section 3. For the purpose of enabling the purchaser of the Bonds (the "Purchaser") to comply with the requirements of Rule 15c2-12 of the Securities Exchange Commission (the "Rule"), the Executive Vice President, or other appropriate officer of the Issuer, is hereby authorized to: (a) approve the form of said Preliminary Official Statement, and to execute the "Certificate Deeming Preliminary Official Statement Final", in substantially the form attached hereto as *Exhibit A*, as approval of the Preliminary Official Statement, such official's signature thereon being conclusive evidence of such official's and the Issuer's approval thereof; (b) covenant to provide continuous secondary market disclosure by annually transmitting certain financial information and operating data and other information necessary to comply with the Rule to the Municipal Securities Rulemaking Board; and (c) take such other actions or execute such other documents as such officers in their reasonable judgment deem necessary; to enable the Purchaser to comply with the requirement of the Rule.

Section 4. The Issuer agrees to provide to the Purchaser within seven business days of the date of the sale of Bonds or within sufficient time to accompany any confirmation that requests payment from any customer of the Purchaser, whichever is earlier, sufficient copies of the final Official Statement to enable the Purchaser to comply with the requirements of Rule 15c2-12(3) and (4) of the Securities and Exchange Commission and with the requirements of Rule G-32 of the Municipal Securities Rulemaking Board.

Section 5. The Chairperson, Secretary, Executive Vice President and the other officers and representatives of the Issuer are hereby authorized and directed to take such action as may be necessary, after consultation with the Financial Advisor, the Purchaser and Bond Counsel, to carry out the sale of the Bonds.

Section 6. This Resolution shall be in full force and effect from and after its adoption.

ADOPTED AND APPROVED by the Board of Trustees of Garden City Community College, Finney County, Kansas, on July 8, 2014.

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

(Seal)

By: _____
Chairperson, Board of Trustees

Attest:

Secretary

EXHIBIT A

CERTIFICATE DEEMING
PRELIMINARY OFFICIAL STATEMENT FINAL

July __, 2014

To: Stifel Nicolaus & Company, Inc.
Wichita, Kansas

Re: \$4,150,000 Garden City Community College, Finney County, Kansas Student
Union, Bookstore and Dormitory System Revenue Bonds, Series 2014

The undersigned is the duly acting Executive Vice President of Garden City Community College, Finney County, Kansas (the "Issuer"), and is authorized to deliver this Certificate to the addressee (the "Purchaser") on behalf of the Issuer. The Issuer has heretofore caused to be delivered to the Purchaser copies of the Preliminary Official Statement (the "Preliminary Official Statement"), relating to the above-referenced bonds (the "Bonds").

For the purpose of enabling the Purchaser to comply with the requirements of Rule 15c2-12(b)(1) of the Securities and Exchange Commission (the "Rule"), the Issuer hereby deems the information regarding the Issuer contained in the Preliminary Official Statement to be final as of its date, except for the omission of such information as is permitted by the Rule, such as offering prices, interest rates, selling compensation, aggregate principal amount, principal per maturity, delivery dates, ratings, and other terms of the Bonds depending on such matters.

GARDEN CITY COMMUNITY COLLEGE
FINNEY COUNTY, KANSAS

By: _____
Title: Executive Vice President

Agenda No: III-C

Date: July 8, 2014

Topic: Board Action Regarding Publication of the 2014-2015 Budget

Presenter: Dr. Herbert J. Swender

Background Information:

The Board received information regarding projected revenues and expenses and historical financial information for the past five years. The recommendation is to publish a budget that sets the general fund mill levy and the capital outlay fund mill levy at the same level as last year.

Budget Information:

The Board of Trustees are required to separate and authorize for publication the General Fund tax and Capital Outlay tax.

Recommended Board Action:

Authorize the administration to publish the 2014-2015 budget for \$10,631,465 (20.09 mills) General Fund and \$538,585 (1.018 mills) Capital Outlay.

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

Board Member Notes:

JULY 2014 MONITORING REPORT

ENDS

Mission

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

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Page 1

CEO'S Interpretation: The President is responsible to ensure that the Mission and Ends as set forth by the Board of Trustees are known and addressed.

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

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

JULY 2014 MONITORING REPORT

ENDS

Essential Skills

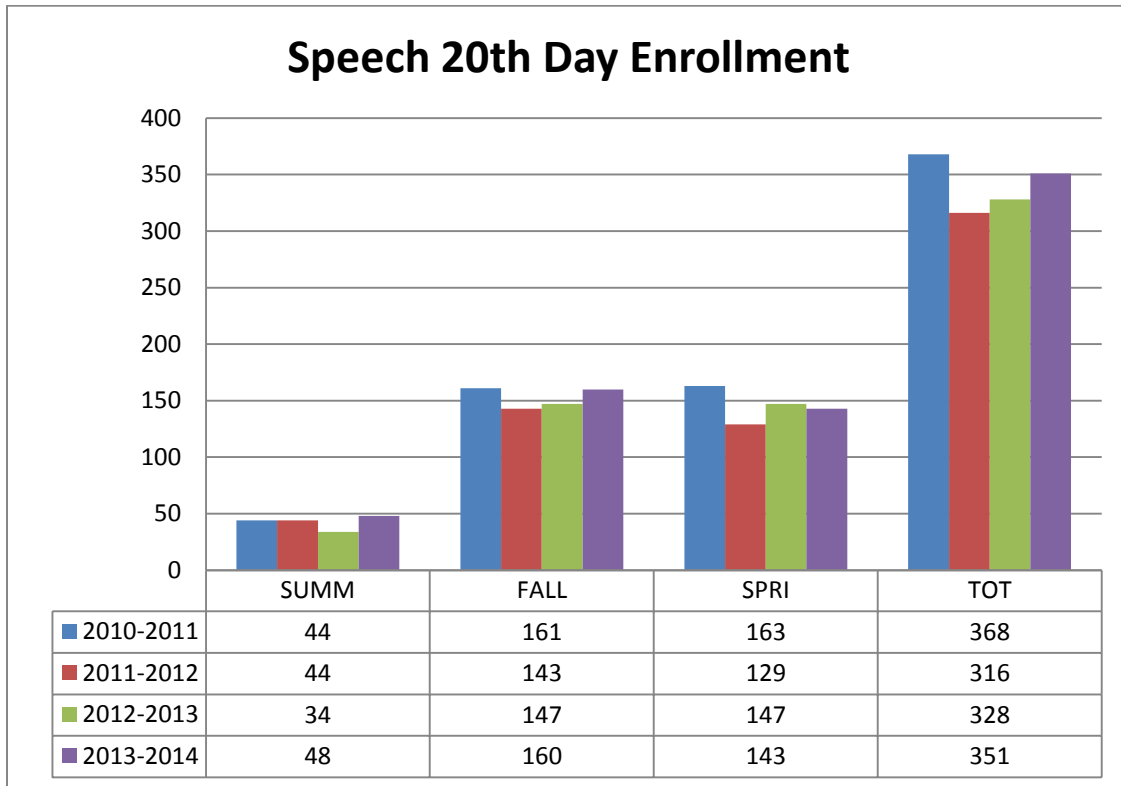
#1

ANNUAL

Page 2

Students will have the essential skills in interpersonal communications including speaking, listening, and writing.

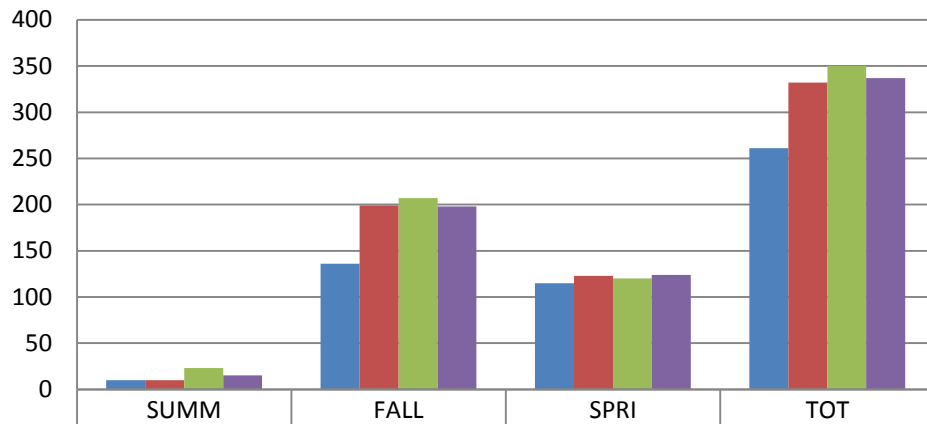
There were a total of 445 first-time, full-time, degree-seeking students enrolled in Fall 2013, down from 451 in Fall 2012. Of this cohort group, 351 (79%) tested into at least one developmental course in English Composition, Reading or Math. Of those students, 268 (76%) took at least one developmental course.



Success Rates

Academic Year	Speech Final Enrollment	Passing Grade (D or better)	Percent
2010-2011	359	293	82%
2011-2012	308	265	86%
2012-2013	316	261	83%
2013-2014	344	284	83%

Developmental Writing 20th Day Enrollment (ENGL 090 & ENGL 091)



■ 2010-2011	10	136	115	261
■ 2011-2012	10	199	123	332
■ 2012-2013	23	207	120	350
■ 2013-2014	15	198	124	337

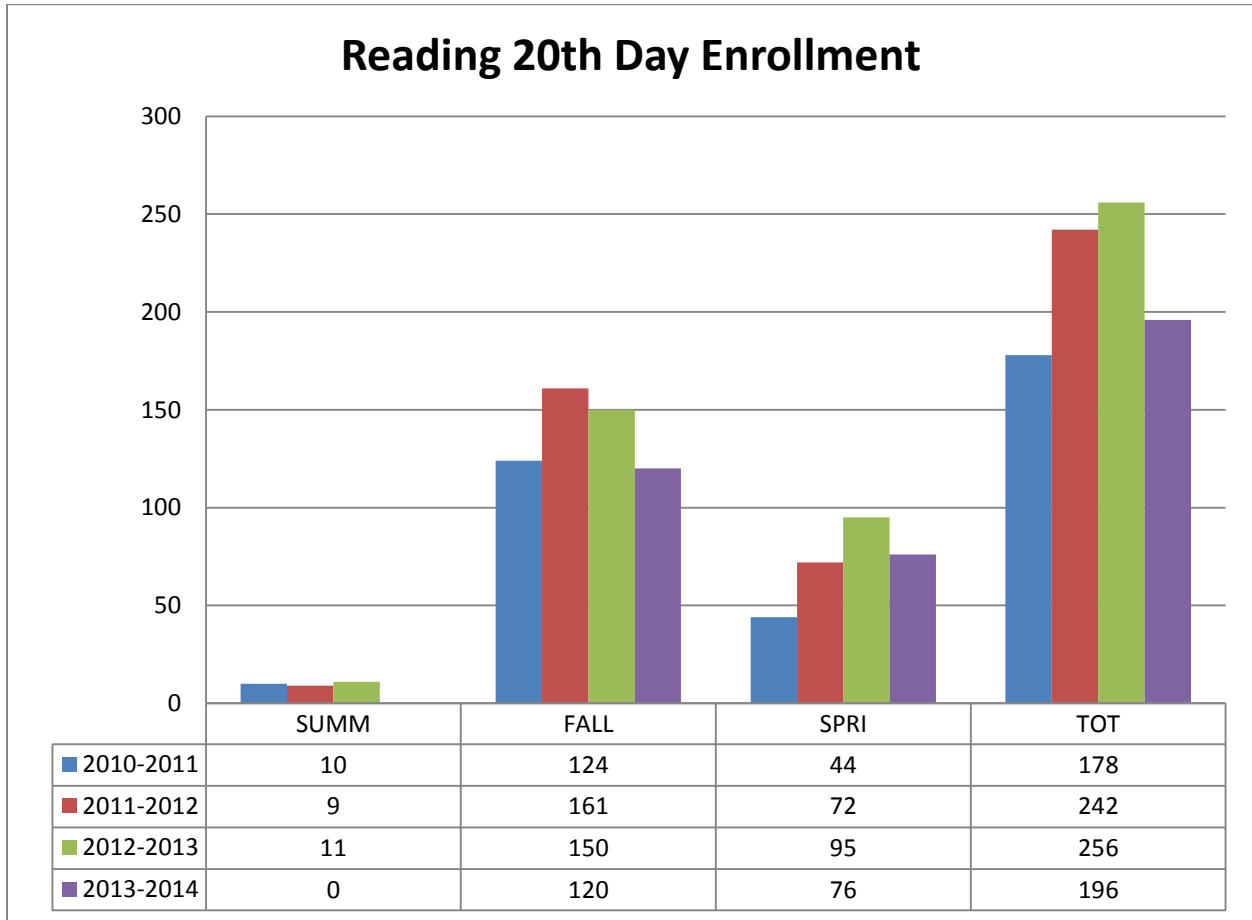
Success Rates

Academic Year	ENGL 091 Final Enrollment	Passing Grade (C or better)	%	Enrolled in ENGL 101 within 1 yr	%	Passing Grade (C or better)	%
2010-2011	138	91	66%	64	70%	52	81%
2011-2012	183	137	75%	102	74%	82	80%
2012-2013	170	100	59%	80	80%	59	74%
2013-2014	187	116	62%	60	52%	46	77%

*** Figures as of 7-1-14*

- ENGL 090 was added to the developmental English curriculum in the fall of 2010. As a result, the percentage of students passing ENGL 091 with a C or better has rose significantly
- The department will continue monitoring ENGL 101 enrollment and success trends to determine impact

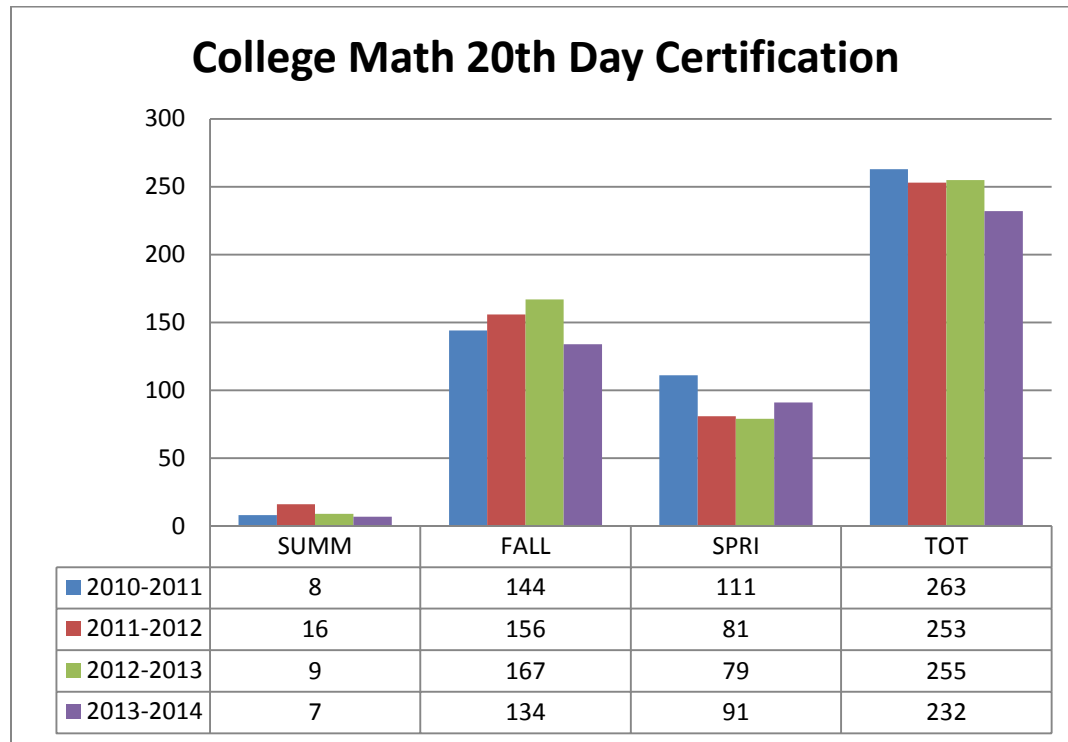
Students will have reading skills appropriate to their chosen field of endeavor



Success Rate

Academic Year	Reading Final Enrollment	Passing Grade (D or Better)	Percent
2010-2011	167	135	81%
2011-2012	229	182	79%
2012-2013	234	170	73%
2013-2014	183	149	81%

- Since Fall 2011, College Reading is a mandatory for students who tested into it or for students who passed Reading Improvement
- The reading faculty have piloted a number of initiatives designed to improve success rates and have incorporated on-line components, either hybrid or supplemental, into the class structure



Success Rates

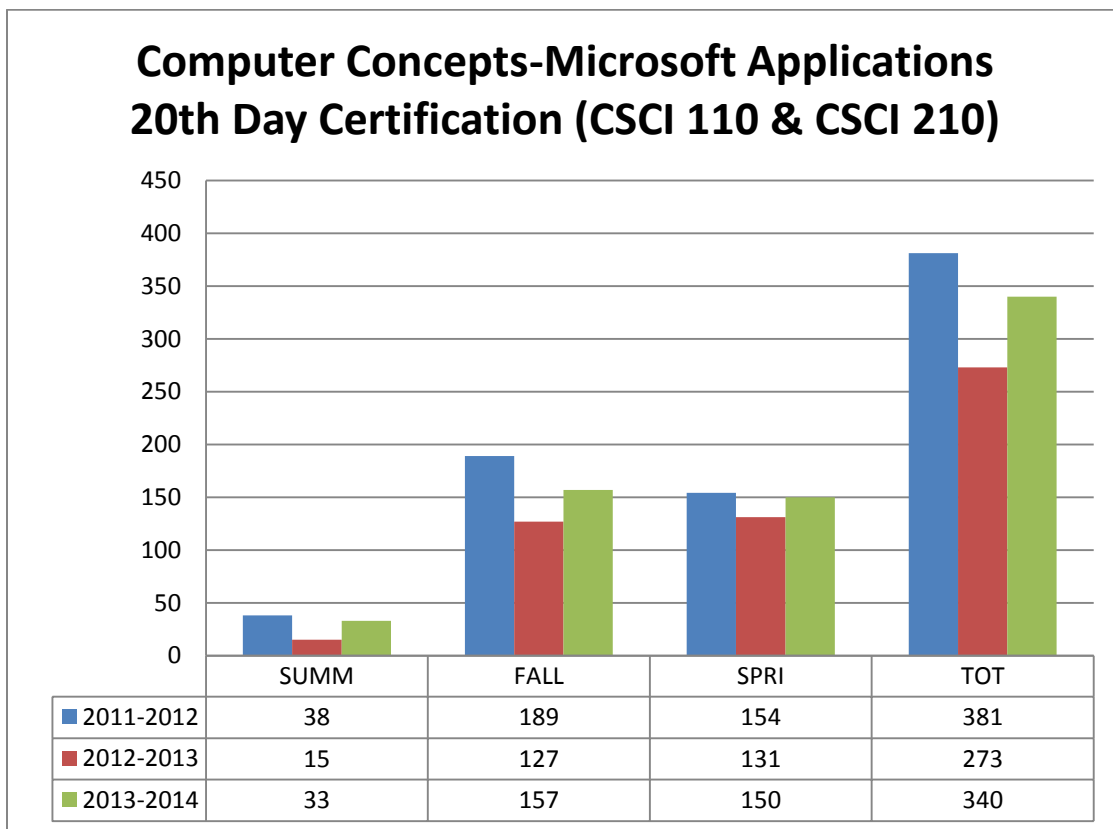
Academic Year	MATH 105 Final Enrollment	Passing Grade (C or better)	Percent
2010-2011	235	148	63%
2011-2012	229	160	70%
2012-2013	241	162	67%
2013-2014	206	131	64%

*** Figures as of 7-1-14*

- Comparative data shows a trend in decreasing numbers of students who are required to take the lowest level Math course
- Consistently, about 60% of the students who pass in College Math go on to enroll in the next level math class (Intermediate Algebra)
- Of those, about half are able to pass the class in the first attempt
- The math department has initiated the following changes:

- My Math Lab (math instructional software) will be used in all College Math and Intermediate Algebra classes
- Many College Math classes are scheduled to meet four days a week for 40 minute periods to accommodate the 4-day schedule
- Going back to former math sequence of college math → beginning algebra → intermediate algebra → college algebra; intermediate algebra review has been removed from sequence

ENDS		ANNUAL
Essential Skills	#4	Page 2
Students will have the essential computer skills.		



Success Rates

Academic Year	CSCI 110 Final Enrollment	Students w/ Passing Grade	%	CSCI 210 Final Enrollment ‡	Students w/ Passing Grade	%
2011-2012	254	193	76%	70	69	99%
2012-2013	200	151	76%	27	32	84%
2013-2014	225	173	77%	53	44	83%

** Figures as of 7-1-14

‡Final enrollment reflects traditional semester, no 8-week sessions are included.

- Student outcomes of the Computer Applications and Micro Applications courses include basic computer skills and competencies that are needed and required in business and industry. The student learning provides a foundation for graduates and transfer students in the fundamental skills and knowledge required for success.

JULY 2014 MONITORING REPORT

EXECUTIVE LIMITATIONS

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Budgeting/Financial Planning/Forecasting #1

Page 9

The President shall not cause or allow budgeting which:

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

CEO's Interpretation: The President should be certain of all projected revenues before finalizing expenses for next year's budget. Revenues and cash flow are monitored throughout the year to assure funds are available for expenses. Purchases should be reviewed to assure they are recorded in the proper account.

Data directly addressing interpretation: Revenue projections included in the budget discussion packet have been received through the appropriate distribution agency. During the budget process, the Board receives Projected Revenues and Revenue History for the past 5 years. Interpretation of these historical trends allows for accurate projections for the upcoming year.

All purchases are reviewed to assure they accounted for properly in the college accounting system. As per state statute, Capital Outlay Fund expenditures are limited to capital outlay projects.

Planning assumptions are part of the budget process. Administrative decisions will be the culmination of departmental input in regards to upcoming projects and program needs.

Cash flows are monitored throughout the year. Cost center directors are able to access up-to-date expenditure information through the administrative software system at any time. President's Cabinet monitors revenues, actual expenditures and remaining budgets available throughout the year.

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #2

Page 9

The President shall not cause or allow budgeting which:

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

CEO's Interpretation: Previous two years' revenues and expenses must be considered when planning projected budgets.

Data directly addressing interpretation: The planning and budgeting process includes a review of the previous five years revenues and expenses by cost center. These historical budget reports are available through the administrative software at all times. In-depth review at each level is done annually during the budgeting process.

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #3**Page 9****The President shall not cause or allow budgeting which:****Does not provide a priority motivated menu of Capital Outlay Funds to be requested for expenditure.**

CEO's Interpretation: The Capital Outlay proposed expenditures must be annually reviewed and prioritized.

Data directly addressing interpretation: This past year, an assessment was made of all campus buildings. Routine maintenance and some deferred maintenance was funded through the general fund. Several large projects were identified and will be scheduled during the 2014-15 budget year. Federal grant applications have been submitted which, if awarded, will determine which projects have priority.

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #4**Page 9****The President shall not cause or allow budgeting which:****Plans the expenditure in any fiscal year of more funds than are conservatively projected to be received in that period.**

CEO's Interpretation: The President shall not set the budget for more than the projected revenues without specific approval from the Board.

Data directly addressing interpretation: The President must receive Board approval to use cash reserves to offset revenues in the annual working budget or for one-time expenditures. The general fund cash reserves were never below the Board required 20%. The capital outlay fund closed with funds in excess of the minimum required by GCCC Board of \$500,000 in cash reserves.

EXECUTIVE LIMITATIONS

ANNUAL

Budgeting/Financial Planning/Forecasting #5**Page 9****The President shall not cause or allow budgeting which:****Does not provide the annual operating funds for board prerogatives, such as costs of fiscal audit, board development, external reports, board and committee meetings, and board professional fees.**

CEO's Interpretation: The President must ensure that funds are available for Board prerogatives, Board development, etc.

Data directly addressing interpretation: The budget includes a cost center for the Board of Trustees which includes board development and meetings. Expenses for annual audit, external reports, committee meetings and professional fees are included in the annual budget.

JULY 2014 MONITORING REPORT

EXECUTIVE LIMITATIONS

ANNUAL

Financial Condition

#1

Page 10

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

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

CEO’s Interpretation: Cash reserves are necessary to protect the college in the event revenue payments are delayed. When presenting the working budget to the Board, the President provides documentation verifying a cash reserve of at least 20% in the General Fund and a minimum of \$500,000 in the Capital Outlay Fund.

Data directly addressing CEO’s interpretation: The Board receives monthly revenue and expense reports which verify expenses have not exceeded the working budget. During the year, if revenues fall short of projections, necessary adjustments are made to expenses. The presentation of the annual audit, conducted by an outside auditor, includes verification of cash reserves.

General Fund: The Board approved a 2013-14 working budget of \$17,532,207. Estimated expenses are \$16,838,617. Estimated cash reserves as of 6-30-14 were \$4,201,997 or 24.95%. In addition, there was \$250,000 in oil and gas holdback. Administration is requesting to carryover \$425,000 to the FY15 budget to pay for the re-engineering and replacement of the Fine Arts parking lot. The carryover will reduce the cash reserves to \$3,776,997 or 22.43%.

Capital Outlay Fund: The Board approved a working budget of \$548,314 for 2013-14. Revenues were \$551,082. Expenses were \$350,983, which included the annual payment for the PEI State Loan (Fouse remodel) in the amount of \$275,000. The cash balance in the Capital Outlay Fund as of 6-30-14 was \$711,675.

Cash Reserve History - General Fund

FY14	FY 13 (Estimate)	FY12	FY11
\$4,201,997	\$3,682,997	\$3,836,614	\$3,473,473
24.95%	21.7%	24.56%	22.61%

EXECUTIVE LIMITATIONS

SEMI-ANNUAL

Financial Condition

#2

Page 10**The President shall not use cash reserves.**

CEO's Interpretation: The cash reserve for the General Fund shall be no less than 20% of the General Fund expenditures and \$500,000 for the Capital Outlay Fund as identified by the Trustees in the Policy Governance document. The President must receive approval from the Board before cash reserves are used for one-time purchases or when cash reserves are used to offset expenses in the working budget.

Data directly addressing CEO's interpretation: The cash reserves in the General Fund on 6-30-14 were \$4,201,997 which represents 24.95% of annual operating expenses. This is \$834,274 more than the 20% required by the Board. Administration is requesting to carryover \$425,000 to cover the cost of re-engineering and replacing the Fine Arts parking lot. In addition, the General Fund maintains a cash holdback of \$250,000 for Conestoga tax protest.

The cash reserves in the Capital Outlay Fund on 6-30-14 were \$711,675, which exceeds the \$500,000 required by the Board.

EXECUTIVE LIMITATIONS

SEMI-ANNUAL

Financial Condition

#3

Page 10**The President shall not fail to develop additional revenue sources for capital improvement projects.**

CEO's Interpretation: The President must seek out other sources of revenue for capital improvement and special projects. This includes looking for benefactors, partnerships and grant opportunities.

Data directly addressing CEO's interpretation:

1. The "Back the Busters" campaign continued in FY14 raising an additional \$4,700 to install seats on the bleachers for the new field.
2. The President obtained sponsors for the annual KACCT reception held in Garden City.
3. Department of Labor TAACCCT grant was extended to a fourth year. GCCC received an additional \$193,425.
4. Two grant submissions have been made which will if received provide substantial money for capital improvement.
 - a. Title V grant beginning October 1, 2014, if funded, and is a five-year grant for just over \$2.6 million.
 - b. First in the World grant which will begin October 1, 2014, if funded and is a four-year grant.
5. GCCC is working on round four of Department of Labor TAACCCT grant. GCCC will be working with Washburn University, Flint Hills Technical and Wichita

Technical schools Submission is July 8, 2014 and if successful GCCC will receive just under two million of the ten million allocated to the grant.

JULY 2014 MONITORING REPORT

EXECUTIVE LIMITATIONS	QUARTERLY
General Executive Constraints #7	Page 7
There shall be no conflict of interest in awarding purchases or other contracts.	

CEO's Interpretation: It is the administrative intent to determine if a Board member, administrator or employee recommending a purchase or contract has a personal or professional interest in a contract or purchase being considered.

Data directly addressing the CEO's interpretation: It will be the responsibility of the board member, cabinet level administrator or employee to notify the appropriate administrator of any association or potential conflicts of interest. When purchases of \$20,000 or more are presented to the board for approval, the board member with direct or personal interest may choose to recuse themselves from the action.

All contracts are reviewed by no less than two college employees. At a minimum, contracts are reviewed by the employee requesting the contract and the CFO. If the CFO originates the contract, the document is reviewed by an appropriate administrator or college counsel.

Purchases are approved by at least one administrator. Purchases over \$5,000 require two approvers and purchases over \$20,000 require three approvers.

Purchases for the past quarter were reviewed. Administration was aware of no conflicts of interest.

EXECUTIVE LIMITATIONS	QUARTERLY
General Executive Constraints #8	Page 7
The President shall not allow for purchases without first giving consideration to local businesses, with a maximum ten percent premium.	

CEO's Interpretation: Preference shall always be given to the best bid. However, a local business (defined as a Finney County property tax payer) may be considered with a 10% margin of purchases under \$20,000.

Data directly addressing the CEO's interpretation: Purchases over \$10,000 require a Bid Sheet with written comparative prices. The Bid Sheet is reviewed by Accounts Payable to assure college policy has been followed.

Purchases over \$10,000 made during the previous three months were reviewed;

- Three purchases were approved by the Board

- Two purchases were awarded to a local vendor.

- Three purchases indicated the best bid was accepted with no local vendor

EXECUTIVE LIMITATIONS**QUARTERLY****Asset Protection****#5****Page 12**

The President shall not make any purchase (a) of over \$10,000 without competitive bids and due consideration regarding cost, quality, and service; and (b) of over \$20,000.

CEO's Interpretation: Unless purchases are made under contract or through exclusive providers such as City of Garden City, bid sheets are required on all purchases over \$10,000.

Data directly addressing the CEO's interpretation: Purchase orders for purchases over \$10,000 are not processed until proper documentation, including bid sheets are submitted to the Accounts Payable Coordinator. Purchases over \$20,000, not covered under contract or exclusivity, require Board approval. Each month the Board receives a report indicating checks written for \$20,000 or more.

Incidental Information

July 2014

Public Relations and Marketing:

GCCC and Kansas Wesleyan University signed a unique 2+2 agreement providing students pursuing an Associate of Applied Science in Fire Science the option to follow a prescribed curriculum track. This enables them to earn a bachelor degree in Kansas Wesleyan's distinctive Emergency Management major. This Emergency Management degree is the only such bachelor degree in existence in Kansas and is approved by FEMA. By signing this agreement, GCCC becomes Kansas Wesleyan's first community college partner in Emergency Management and further strengthens a partnership begun in fall 2011.

GCCC hosted the quarterly KACCT meeting June 13 and 14. Representatives including college presidents and trustees from all 19 Kansas community colleges descended on Garden City for the two day event. The conference was kicked off by a golf tournament at Buffalo Dunes Golf course, followed by meetings at the Beth Tedrow Student Center and an evening reception and dinner at the Finnup Center. A breakfast and continued meetings were held on Saturday as well.

Garden City Community College was named Outstanding College of the Year for 2014 by the Rural Community College Alliance. The award was presented to President Swender, June 13 during the statewide meeting of KACCT. GCCC was honored for its initiative in launching the studies that the Education Policy Center (EPC) of the University of Alabama-Tuscaloosa has been conducting on Pell Grant enrollment in rural community colleges. The EPC, under the direction of Dr. Stephen G. Katsinas, is leading the studies and publishing the analysis. The inaugural award was presented by Dr. Frank Mensel, RCCA Ambassador-at-Large. Mensel, who is also a Senior Fellow with EPC, designed the original study and is recognized along with the late Senator Claiborne Pell of Rhode Island as an architect of the Pell Grant, enacted by congress more than four decades ago.

The National Junior College Athletic Association released their 2014 academic awards June 24. GCCC had 12 student-athletes that were recognized in three different categories. The NJCAA Pinnacle Award for Academic Excellence is awarded to student-athletes with a 4.0 GPA on a 4 point scale. The NJCAA Superior Academic Achievement Award is awarded to those with a 3.8-3.99 GPA, and the NJCAA Exemplary Academic Achievement Award is given to those earning a 3.6-3.79 GPA. Jalen Espinosa, softball, received the Pinnacle Award. Espinosa was also recently awarded the Michael J. Baughman Scholar Athlete of the Year award at the Broncbuster athletic banquet. Zach Barton, Christopher Bonk, Joshua Heifner, and Brandon Zipper, baseball, Jaden Bolmer, women's cross-country and track, and Jake Curran, football, will receive the Superior Academic Achievement Award. Trevor Bell, Cale Dineen, and Jaxon Mohr, baseball, Anahy Castro, women's cross-country and track, and Emilie Laliberte, softball, will receive the Exemplary Academic Achievement Award. In addition to the national awards, GCCC had 41 academic all-conference athletes. There were 73 student athletes who graduated this year and approximately 36 of those will be moving on to four-year schools. The overall athletic GPA was 2.87.

A videographer from Hellas Sports Construction, the Multi-sports Complex contractor, came in from Austin, Texas to shoot a commercial promoting their services. With the new sports complex as a background, President Swender and Dee Wigner were interviewed about the college's experience with the company.

Dr. Bruce Exstrom, Vice President of Instructional Services:

The College sent a 3-member team to Chicago June 25-27 for the initial workshop to begin planning our new Student Learning Assessment process. Garden City Community College was selected to be a Student Learning Assessment Academy participant; this 4-year commitment will provide a working document to continually improve learning at GCCC. Bruce Exstrom, Vice President for Instructional Services; Jerrad Webb, Paramedic Faculty and Career Technical Education Director; and Susan Pollart, Accommodations Coordinator, attended the first ever academy event for the college. The 3-day workshop included plenary sessions, sharing events, and planning time for the team to begin the assessment process planning. GCCC will be completing the new accreditation project related to student learning as part of the Open Pathways accreditation process mandated by Higher Learning Commission.

The summer session is in full swing. Enrollment has increased compared to last summer with additional offerings and some slight changes to the schedule to accommodate additional students. The summer began with a 3-week session; we are now entering the 6-week session, and will end with a condensed 2-week session prior to the fall semester. The various schedules allow for students to work around employment commitments, athletic team training, and other outside influences that make time for classes a challenge. After analysis from the previous 2013 summer session, the decision was made for the more flexible schedule for summer 2014. It appears that with the enrollment increases, students have adapted and accepted the new summer schedule. The online environment and hybrid delivery continue to grow, but many students still prefer a face-to-face time with instructors and we offer many sections in the summer to assist those students. Our tutoring services are also available along with our library services.

Dr. Exstrom attended meetings sponsored by the Kansas Board of Regents (KBOR) in Topeka. The merger of Dodge City Community College and Fort Hays State University continues to gain momentum, the open discussion is moving forward with an anticipated merger.

The topic of reverse transfer and consistency throughout the state will be on the agenda for completion in the 2014-2015 year along with credit for prior learning. Another topic that needs clarification is that of dual-credit and concurrent credit taught in the high schools. The issue has come up as 4-year colleges and universities have different faculty credential requirements than community colleges. Currently, community colleges offer a wide array of classes and the 4-year institutions are entering that arena a little more each year. The academic officers of each college are referring to the Higher Learning Commission (HLC) faculty credential requirement that fits their type of institution. But, there may be additional discussion in the future about faculty credentials, and this will become more apparent as the 4-year colleges and universities provide additional dual-credit and concurrent credit courses to high school students.

Searches have been completed for the following faculty positions: Computer Science, Reading, and Sociology. The full-time positions have been filled with new faculty members reporting August 8. The math faculty position is in the process of interviewing, and anticipated offer and acceptance to top candidate prior to July 11. Faculty searches are critical for the learning in the institution. Much time and effort is spent on application review, interviews, and selection, which is a collaborative effort between Human Resources, faculty and staff. These teams make the selection process an important function to maintain a College of Excellence.

Dr. Exstrom has had several conversations with National American University (NAU) Provost Lynn Priddy. The 2+2 curriculum alignments with Criminal Justice and Business Administration are nearly complete. NAU is considering offering credit for several of our sophomore level classes as their junior level classes, which would enable students to enroll in some additional classes at GCCC and transfer all course work in which means a lower cost to students and an accelerated progress towards a bachelor's degree. The faculty of Criminal Justice and Business Administration has put in long hours to work these

alignments out in the best interests of learning and the best interests of our students obtaining 4-year credentials. The partnership is working well and NAU may offer some face-to-face classes as early as fall 2014 if the logistics can be finalized.

The Instructional Leadership Team continues to meet throughout the summer. The final exam schedule for 2014-2015 has been reviewed by the Team and submitted to faculty for review. The Vision Statement and Goals for Instructional Services continues to accomplish some of our goals such as: classroom remodeling in John Collins Vocational Building, completion summer 2014; learning assessment planning occurring and initial draft completed summer 2014; class shells online are now available for all course sections as of summer 2014; and mobile technology has been ordered for the first 30 faculty to be ready for fall semester 2014. It is important to keep track of our vision and goals as we all work on the same page with our vision to make sure we work together to accomplish learning for our students and make GCCC a great place to work. The Instructional Leadership Team continually monitors our planning and processes to stay on track.

Dee Wigner, Executive Vice President:

Human Resources

Cricket Turley, Director of HR, has been busy interviewing applicants for vacant positions. Several positions have been filled.

LiveWell Finney County completed the walking trail maps. The map includes walking trails on the GCCC campus.

Print Shop/ Copy Center

Monthly projects include editing and bulk printing of Admissions fliers and brochures, KACCT newsletter, Mensel Award and other items for KACCT banquet, GCCC diplomas and certificates of honors and high honors. Quotes are being obtained for various envelopes and paper inventories needed to begin the fall semester.

Bookstore

The bookstore is gearing up for fall!! Requisitions are being entered to order textbooks and supplies for next year. Once books arrive, staff will begin pre-sacking book scholarships with the goal of having them ready by the end of July.

Last spring, a pilot project was initiated to determine if students would purchase laptops from the bookstore. The pilot was successful as the laptops were a popular item. This year, laptops will again be available. New clothing items will soon be arriving, which will be priced and hung for display. Clothing and other items will be available for sale at home football games at the new multi sports complex. The mobile sales unit is ready and will be used to take credit/debit card payments at the games.

Campus Safety

In anticipation of the July 1, 2014 transition to providing police services at GCCC, the Campus Police Chief has emphasized to all personnel the importance of campus safety and to promoting the department's core values of trust, integrity, compassion, professionalism, teamwork, ethical behavior, diversity and fair & equal treatment. The GCCC Campus Police look forward to serving our college community and to addressing any challenges ahead!

The Department of Campus Safety and the Adult Learning Center initiated an effort to provide severe weather safety information to students in three different languages (Spanish, Somali and Burmese). The information will be translated into Vietnamese in the near future.

Business Office/ Payroll

Business Office and Payroll staff has been busy working extra hours to close out fiscal year 2014 and prepare for the upcoming audit. FY15 budgets are being developed and imported into the administrative database so the yearly transition appears seamless to the rest of the campus.

Institutional Research & Grants

Several grants have been written and submitted for review:

Title V: Developing Hispanic Serving Institutions

On May 8th, GCCC submitted a grant application for a new Title V grant. The proposed project is designed to significantly develop GCCC's capacity to retain and graduate Hispanic students (including English Learners) by redesigning the developmental education pathway, analyzing and improving developmental-to-Gateway course sequencing, expanding our ability to track and evaluate student data and creating a Student Success Center (SSC) in the library. The new developmental schedule will include streamlined and linked classes to lessen students' time and financial burden for remediation. GCCC will analyze student success in Gateway (entry-level) college classes so that these can be more beneficially aligned with developmental coursework. We will purchase and install new computer modules tracking student data to better implement advising and retention strategies. The SSC will house, among other things, a learning lab for students to access instructional technology related to both English as a Second Language (ESL) classes and the improved developmental courses. The grant will begin October 1, 2014, if funded, and is a five-year grant for just over \$2.6 million.

First in the World

On June 30th, GCCC submitted a grant application for the inaugural First in the World (FITW) Grant Competition. The Department of Education set aside \$75 million for these grants, which have a maximum individual grant award of \$4 million. The FITW grants are designed to fund the development and testing of innovative approaches and strategies at colleges and universities that improve college attainment and make higher education more affordable for students and families, thus increasing postsecondary access, affordability and completion for underrepresented, underprepared or low-income students at institutions across the country.

The Garden City First! project is designed to implement system-wide reforms and strategies that demonstrate measureable impact upon post-secondary access, persistence, and completion of postsecondary programs of study (degree, credential, or certificate) on all students, particularly underrepresented, underprepared, or low-income students. Specific strategies will be designed to assist underprepared high school students meet college-level proficiencies through dual/concurrent course offerings including fast-track remediation. Additionally, high school students will be able to obtain credit hour courses and industry-recognized credentials while still in high school at reduced costs in multiple learning environments from traditional classroom, to mobile classrooms and labs to online learning including a unique 3+1 program from the associate degree to baccalaureate degree. Place bound rural students without access to traditional learning environments will have education opportunities literally brought to them via mobile classrooms. Anticipated outcomes included expanded opportunities for access to postsecondary education and increased persistence, retention, and completion outcomes. The grant will begin October 1, 2014, if funded, and is a four-year grant.

Small Business Development

Pat Carney with the SBA conducted the annual site review at the GC KSBDC office in June. These reviews are a procedural requirement of the grant to ensure the KSBDC is complying with the guidelines of the grant. The review went very well and Pat Carney was very complimentary and pleased. An official report will be issued in July.

Mike O’Kane attended the wKREDA quarterly meeting in Colby June 4-5. This organization is a coalition of people in the 55 western Kansas counties who've decided to pool their resources, both human and financial, to work together for the common good of western Kansas. wKREDA's members maintain a collaborative affiliation with each other working to achieve both their individual, and collective, rural development goals. The members of wKREDA include Economic Development Directors, Kansas Dept. of Commerce, KS Dept. of Ag, KSBDC, Utility Company staff, Chamber Members, Development Companies, Network Kansas, etc. Cheryl was selected again to serve on the annual audit committee for w/KREDA.

Cheryl has completed the 2015 KSBDC Budget with the funding from SBA, KDOC and local support staying static again. Mike and Cheryl will attend the City of Liberal Commission meeting in July to present the annual renewal request for continued funding from the Economic Development Funds allocated by the City each year. Dr. Dunn from SCCC will also attend in support of the KSBDC outreach center at SCCC.

Our office is in the process of updating and expanding our marketing materials as well as our website for better accessibility and awareness of the services we provide. We are also working on new and additional workshops to provide. We will be hosting an additional tax workshop in July specific to the irrigation industry per request from those who attended a similar workshop we hosted in April. Carl York from the KS Dept. of Revenue will present the workshop. He is a tax specialist with KDOR who presents tax workshops across the state.

Facilities

Maintenance continues to work on remodels throughout campus. The remodeling of the Finnup Lab in the JCVT building is complete and the JCVT Classroom remodel is almost complete. New projects include the remodel of the Baseball Offices, locker rooms, showers and adding a wall for a new storage room. A wall will also be added to the Basketball locker room for additional storage. The annual walk-through inspection of the dorms has been conducted and most of the routine maintenance in the dorms is now complete. Staff has also been busy with work orders and cleaning up after several water leaks as a result of the driving rain.

Grounds crews have been busy with irrigation repairs at the Annex and north of Williams Stadium. Other projects include seeding and clean up at the student center, preparation and dirt work at the multi-sports complex, mower repairs, maintenance of flower beds, re-staking trees, storm clean up, mobile classroom set-up, tear-down, and clean up every week., routine edging, mowing weed-eating and pulling weeds, painting and prep for soccer field camps, cleaning out buildings at the multi-sports complex in preparation of tournaments, repair and replace garage door at East Campus, and tearing down damaged softball fencing.

Custodial department has been busy with setting up for all scheduled meetings, delivering supplies, completing help desk requests, summer clean up in all buildings, scrubbing and waxing all floors (including the cafeteria) and extracting carpets. Erica Enrique Chavez was hired as a full time custodian

Ryan Ruda, Vice President of Student Services:

Residential Life

There are currently 313 student applications for the residence halls this fall. This puts us at capacity and at a waiting list for fall 2014. Applications will continue to be accepted and processed. Residential Life has also seen some updating over this summer. The West hall interior has been repainted and the hallways on each floor have had new carpet installed. Continual updates are being done to improve facilities and image.

Enrollment

Fall enrollment is currently at 50% of the goal established for the institution for fall 2014. Accordingly, in a comparison from this date last year, fall enrollment is currently up 5.8% in credit hours. Similarly, in a comparative for summer enrollment, there is currently an increase of 16.5% in credit hours for summer 2014. Enrollment continues and one last early enrollment date is set for incoming students in July.

Tammy Tabor, Jayre Lee and Ryan Ruda will be attending the ACT enrollment conference in Chicago this July. Many sessions are offered to assist in the further development of a strategic enrollment and retention plan for GCCC.

Athletics

Twelve student athletes received recognition from the National Junior College Athletic Association as Academic All Americans with an overall GPA of 3.6 or higher for the past academic year. The student athletes represented Baseball, Football, Softball and Cross Country/Track.

The AD staff will be attending the annual summer eligibility conference in July in Colorado Springs to discern the new rules and eligibility legislation which will be in place this coming August.