

January 9, 2015

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, January 13, 2015**. 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

AGENDA

I. CALL TO ORDER:

- A. Comments from the Chair
- B. Open comments from the public (5 minutes per spokesperson)
- C. Introduction of new employees
- D. Report from Student Government Association
- E. Report from Faculty Senate
- F. Housing Update

II. REPORTS:

- A. President’s Report

III. CONSENT AGENDA

	Action
A. Approval of minutes of previous meetings (December 9, 2014, 2014).....	pg 3
B. Approval of personnel actions-Human Resources	pg 8
B-1 Human Resources Report	pg 9
B-2 Adjunct/Outreach Contracts.....	pg 10
C. Financial information	pg 11
C-1 Checks processed in excess of \$20,000	pg 12
C-2 Revenues	pg 13
C-3 Expenses.....	pg 15
C-4 Cash in Bank.....	pg 22

IV. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS
 - Monitoring Report..... **Action**
 - A-1 Monitoring Report – Quarterly, General Executive Constraints, #7, #8pg 23
 - A-2 Monitoring Report – Quarterly, Asset Protection #5pg 24
 - A-3 Monitoring Report – Quarterly, Information and Advice #2, #3, #5.....pg 25
 - A-4 Monitoring Report – Annual, Asset Protection #1, #2, #3, #4, #6, #7pg 27
- B. Review Monitoring Report
 - B-1 Monitoring Report – General Executive Constraints
 - B-2 Monitoring Report – Financial Condition
- C. Board Process and Policy Governance Review

V. OTHER

- A. Approval of Resolution 2015-01- Board Vacancy.....pg 31
- B. Incidental Informationpg 34
- C. Report from Finney County Economic Development Corporation
- D. Report from KACCT/COP

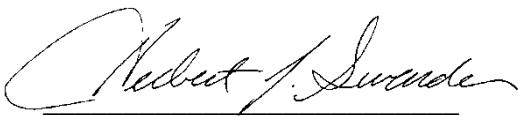
VI. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

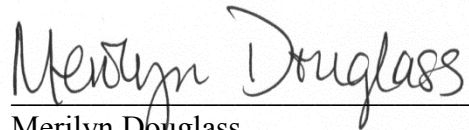
- Jan.19 Martin Luther King Day Activities
- Feb. 10 Regular monthly Board of Trustee Meeting, Endowment Room, 6:00 p.m.
- Feb. 12 Valentine Concert, Fine Arts Auditorium, 7-9:30 p. m.
- Feb.16 President’s Day No Classes/Campus Closed
- Feb. 19-22 Dinner Theatre-School House Rock,

VII. Executive Session

IX. Adjournment



Dr. Herbert J. Swender, Sr.
President



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
GARDEN CITY COMMUNITY COLLEGE**

December 9, 2014

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

Others Present: Debra Atkinson, Deputy Clerk
Sarah Bradley, SGA President
Charles Claar, Jr., Lewis, Hooper & Dick
Theresa Dasenbrock, Lewis, Hooper & Dick
Dr. Joel Erskin, National American University Campus Dean
Dr. Bruce Exstrom, Vice President of Instructional Services
John Green, Assistant Director of Residence Life
Angie Haflich, *Garden City Telegram*
Micah Kasriel, SSS Career & Leadership Advisor, Student Government Co-Advisor
Colin Lamb, Assistant Vice President of Student Services and Athletics
Terry Lee, Faculty Senate President/ Science Instructor
Ryan Ruda, Vice President of Student Services/Athletic Director
Jeff Southern, Director Information Technology
Bob Sperling, Community Member
Herbert Swender, President
Tammy Tabor, Student Services Specialist
Dee Wigner, Executive Vice President

CALL TO ORDER:

Chair Douglass called the regular board meeting to order at 6:04 p.m.

COMMENTS FROM THE CHAIR:

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

Chair Douglass made the following comments:

- Congratulated All-Conference/All Region Students.
Women's Cross-country: Neysa Harman—All Jayhawk West and All Region VI
Volleyball: Taylor Linenberger—2nd team All-Conference
Football: Brandon Snell-1st Team All-Conference, Anfeney Turner- Honorable Mention Offensive Tackle, Matt McDonald- Honorable Mention Running Back, Ben Harper- Honorable Mention Defensive Tackle, Alex Neuschafer- 2nd team Linebacker, Sam Green- Honorable Mention Safety
Women's Soccer: Ashlie Rojas—1st Team All-Conference and 1st team All Region VI Goal Keeper, Sandra Mendoza- 2nd team forward,
- Wished all students good luck as they take finals or finish final projects and travel for the holiday.
- Expressed condolences to the family of L. C. Crouch, first president of Garden City Community College as recognized by Kansas Department of Education.

OPEN COMMENTS FROM PUBLIC:

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

INTRODUCTION OF NEW EMPLOYEES:

Ryan Ruda, Vice President of Student Services/Athletics, introduced new GCCC employee, Jeff Sims, Head Football Coach

Dr. Swender welcomed Coach Sims and presented him with a GCCC Broncbuster lapel pin.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Sarah Bradley, SGA President, reported that students are focusing on finals and that SGA will be involved with the Martin Luther King Day celebration on January 19.

Bradley went on to report that the traditional late night breakfast was held Monday, December 8. Students were served by faculty and staff in the cafeteria. This time-honored event is held to wish GCCC students well on their finals and a safe trip home for the holidays. Approximately 235 students were in attendance.

Chair Douglass thanked Bradley for her report.

REPORT FROM FACULTY SENATE:

Terry Lee, Faculty Senate President/ Science Instructor, shared with Trustees the following:

- Faculty is focusing on the completion of finals.
- Dawnel Francis recently completed a Master’s Degree in Education from Fort Hays State University.
- Phil Hoke presented an original production, “Oceans Sunrise”.
- Irene Nominees are: Tori Fairbank (gr), Jordan George (so), Aaron Rojas (so), Gage Stielau (so) and Alexander Wilken (so). Their partners include: Paige McKinley(fr), Ashta Covino (fr), Jose Ramos (so), and Krisha Baker (so)

Design Expo participants include:

Set Design: Jose Ramos

Costume Design: Jordan George and Alexander Wilken

Poster Design: Jordan George, Jose Ramos,

Playwriting: Robert Reuther Playwriting

Phil Hoke (Consideration for the Mark Cohen National Award)

Each of the students had to be invited and nominated to participate in this year’s festival. The recognition they have received is a high reflection on the work they have accomplished here.

Next production is a dinner theater production of “School House Rock” in February.

- Theater students will be traveling to Minnesota in January to attend the regional festival.
- Academic Excellence Team placed first and third in their first tournament and first and thirteenth in their most recent competition.
- ESL instructor, Jean Ferguson, is once again hosting ESL Olympics.
- Three students who are in the LSAMP-STEM program at GCCC have won the ‘Travel Award’ that covers all expenses. This includes Registration, Hotel, Flights, Food & Ground transportation. Also, their research abstracts have been approved to present at the national conference. All arrangements have been made for the following three students to attend ‘Emerging Research National Conference’ in Washington D.C. in February 2015, Andres Pacheco, Binh Hua, Itzel Moreno.

Trustees extended their appreciation to Lee for the Report.

REPORT FROM CHARLES CLaar, LEWIS, HOOPER AND DICK, RE: 2013-2014 AUDIT:

Trustees had previously received copies of the 2013-2014 audit report. Claar highlighted key areas:

- Garden City Community College earned a positive report after the annual financial Audit.
- No findings or questioned costs on federal funds and programs
- No Kansas statutory violations noted.
- Total assets of all College funds equal \$38,050,307
- Total revenue in all college funds
 - Operating: \$9,026,146
 - Non-Operating: \$14,327,442
- Debt Outstanding 6/30/2014
 - Dorm and Student Union Lease Purchase \$1,358,635

Cooling Loop, Software and “Front Door Project Refinancing Lease Purchase	\$2,883,375
Multi-sports Facility Lease Purchase Commitment	\$2,680,629

This year the audit included audits for the Garden City Endowment Association and the Broncbuster Athletic Association. Although the audit for the endowment association indicated material weakness over control procedures, the audit for the college resulted in an unmodified opinion which is the highest opinion rating available for financial audits. The endowment association finding will not affect the college’s good standing in regards to federal grants/funding.

(Supporting documents filed with official minutes.)

Chair Douglass express appreciation to GCCC staff for the successful audit and to Mr. Claar for their professionalism during the audit process.

Chair Douglass stated that Trustees would take a short seven minute break at 7:09 p.m. and resume meeting at 7:16 p.m.

PRESIDENT’S REPORTS:

Continuous Performance Improvement (CPI) Series:

The second of the CPI series has been set for February 5, 2015. “Taming the Time Monster” and “How to Work Better with Almost Anyone” are the titles that will be presented by Shawn Doyle, Coatesville, Pennsylvania. More information will be forth coming.

Fine Arts Parking Lot:

Recent cold weather has slowed the placing of concrete, although much work had already been accomplished. The warmer weather has allowed considerable progress to be made. Curbs are currently being placed, and light poles remain to be completed.

Residence Life Parking Lot:

The Residential Life / Student Center parking lot has gotten a face lift. Over the Thanksgiving Holiday it was cleaned and parking spaces were painted.

Student Housing:

Construction on the student housing complex is progressing nicely and is on schedule in spite of the challenging weather. With warmer weather in the forecast, the ground is being prepared for the installation of concrete sidewalks. Furniture has been ordered and will arrive the first week of January. Everything is scheduled to be complete prior to the student’s arrival on January 10. Students were given the opportunity to see what the new housing is like earlier today at an informal viewing of the facility. A formal dedication/ribbon cutting is tentatively planned for the first of the New Year.

2015 Legislative Coffees Scheduled: Check dates

The 2015 Legislative Coffees will be held on the following dates: February 21, March 21, and April 18. Each session will begin at 10:00 a.m. inside Classroom B of St. Catherine Hospital.

State Reductions:

Information was received today regarding the much anticipated reduction in state funding. All indications are that four percent will be taken from the existing state budget in the last six months of the fiscal year. Community College budgets have not been affected in this first round of reductions.

CONSENT AGENDA:

Motion:

Chair Douglass proposed the addition of agenda item “F”, Agreement to Terminate Interlocal Agreement and Cooperative, to the current agenda, seconded by Clifford.

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

Nays: None

Motion carried: 6-0

Chair Douglass asked if Trustees wished to remove any items from the consent agenda. No items were removed. Chair Douglass then asked for a motion approving consent agenda items III- A-F as presented.

Motion:

Worf moved, seconded by Sterling, to approve consent agenda items, III-A-F as presented.

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

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (November 11, 2014)

(Supporting documents filed with official minutes.)

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

(Supporting documents filed with official minutes.)

(C) APPROVED SUBMITTED FINANCIAL INFORMATION, as presented

(Supporting documents filed with official minutes.)

(D) APPROVED PURCHASES OVER \$20,000

D-1 Technology Purchase

Vendor: CDW-Government

For: Computer Hardware

Amount: \$55,193.61

D-2 Architectural Services for U.S. Department of Labor Grant (welding facility renovation)

Vendor: Gibson, Mancini, Carmichael and Nelson (GMCN)

For: Architectural Services

Amount: 6.5% of the construction cost of the project

(Supporting documents filed with official minutes.)

(E) APPROVED ACCEPTANCE OF THE 2013-2014 AUDIT

(Supporting documents filed with official minutes.)

(F) APPROVED AGREEMENT TO TERMINATE INTERLOCAL AGREEMENT AND COOPERATIVE

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

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

Annual, General Executive Constraints #12, Safety and Environment on Campus.

Trustees inquired about the status of a tobacco free campus. Dr. Swender shared with Trustees that in actuality the tobacco free initiative launched by Student Government Association approximately five years ago at GCCC has evolved into a “no smoking” status. Five campus smoking areas have been identified and designated for smoker use. The challenge remains on how to aggressively enforce a smoke free policy.

Trustee Crist expressed appreciation to GCCC administration for insuring campus safety through the development of an on campus police department.

Trustees agreed to accept monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Trustees reviewed the following monitoring report:

Quarterly, Asset Protection

Trustee Clifford lead discussion on the definition of “work ethics”. Results of the existing wording of this end are difficult to measure and evaluate. After lengthy discussion Trustees agreed to table any changes to the wording of this end.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Trustee Schwartz shared that there is a lot of exciting activities in the Garden City area, however, specifics remain confidential and no official details can be shared.

OWNERSHIP LINKAGE:

A concern was expressed that the link between National American University (NAU) and GCCC is hard to locate on the GCCC web page. After brief discussion it was reported that there was not a direct link, however, GCCC Information Technology director will be in contact with NAU Garden City to see how quickly it can be added to our web page.

Chair Douglass took a few minutes to wish GCCC administration, faculty and staff Merry Christmas and to thank everyone for a great semester.

Motion:

Clifford moved, seconded by Schwartz, to adjourn

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

Nays: None

Motion carried: 6-0

Meeting adjourned at 8:05 p.m.

UPCOMING CALENDAR EVENTS:

Jan. 13	Monthly meeting of GCCC Board of Trustees, 6:00 p.m., Endowment Room, Beth Tedrow Student Center
Jan. 19	Martin Luther King Day Celebration
Feb. 16	President’s Day-Campus Closed – No Class
Feb. 19-22	Dinner Theatre-“ <i>School House Rock</i> ”
March 5	Fine Arts Day
March 9	Jazz Festival
March 12	Band Concert

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Dr. Marilyn Douglass
Chair of the Board

Agenda No: III-B

Date: January 13, 2015

**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:



January 7, 2015

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

New Hire

Sean Cherico, Associate Head Football Coach, effective December 11, 2014
Matthew Hubbard, Groundskeeper, effective January 5, 2015
Jacob Huth, Culinary Instructor, effective January 5, 2015
Jason Brown, Football Offensive Coordinator, effective January 5, 2015
Tori Dreyer, Director of Public Relations, effective January 5, 2015
Melody Brooks, Administrative Assistant to the Executive Vice President, effective January 5, 2015
Ryan Busz, Super Circuit/Football, effective January 5, 2015
Nate Haremza, Super Circuit/Football, effective January 5, 2015

Separations

Matt High, Head Cross Country/Track & Field Coach, effective December 19, 2014
Jared Powers, Football Offensive Coordinator, effective December 26, 2014
Jordan Sanders, Super Circuit/Assistant Football, effective December 27, 2014

Transfers/Promotions

Vacancies

Webmaster
ETS Advisor
Campus Safety Officer
Custodian
Migrant Family Literacy Coordinator
President's Receptionist
Cross Country/Track & Field Head Coach
Site Coordinator
Welding Instructor

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 1/13/15)**

INSTRUCTOR	CLASS	AMOUNT
Delgado, Dan	Psychology of Coaching (HPER-290-50) 12/8/14 – 1/9/15	3 hr(s) x \$500.00/hr = \$1,500.00
Douglass, Lucille	KS Carry Concealed - 8 Hour Class (CRMJ300-09) 12/6/14	4 hr(s) @ \$30.00/hr = \$120.00
Douglass, Lucille	KS Carry Concealed - 8 Hour Class (CRMJ300-09) 12/6/14	3 hr(s) @ \$30.00/hr = \$90.00
Lamb, Colin (Team-teaching w/ R. Ruda)	Organizational Leadership (PSYC-106-50) 12/8/14 – 1/9/15	1.5 hr(s) x \$500.00/hr = \$750.00
Lamb, Colin (Team-teaching w/ R. Ruda)	Teamleading/Collab Leadership (PSYC-206-30) 12/8/14 – 1/9/15	1.5 hr(s) x \$500.00/hr = \$750.00
Landgraf, Rebecca	KS Carry Concealed - 8 Hour Class (CRMJ300-09) 12/6/14	4 hr(s) @ \$30.00/hr = \$120.00
Lappin, Jerry	KS Carry Concealed - 8 Hour Class (CRMJ300-09) 12/6/14	10 hr(s) @ \$30.00/hr = \$300.00
Long, Charles	Health Education (HPER-106-50) 12/8/14 – 1/9/15	3 hr(s) x \$500.00/hr = \$1,500.00
Ruda, Ryan	Substance Abuse (HPER-107-50) 12/8/14 – 1/9/15	3 hr(s) x \$500.00/hr = \$1,500.00
Ruda, Ryan (Team-teaching w/ C. Lamb)	Organizational Leadership (PSYC-106-50) 12/8/14 – 1/9/15	1.5 hr(s) x \$500.00/hr = \$750.00
Ruda, Ryan (Team-teaching w/ C. Lamb)	Teamleading/Collab Leadership (PSYC-206-30) 12/8/14 – 1/9/15	1.5 hr(s) x \$500.00/hr = \$750.00
Rupp, David	KS Carry Concealed - 8 Hour Class (CRMJ300-09) 12/6/14	4 hr(s) @ \$30.00/hr = \$120.00

TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS **\$ 8,250.00**

Agenda No: III-C

Date: January 13, 2015

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) 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

January 2015

Purchases over \$20,000 requiring bid sheets

- Check #237401 to Harbin Construction LLC for \$321,614.74 for partial payment on construction of student housing complex. The Board approved this purchase at the July 8, 2014 board meeting.

Payments over \$20,000 not requiring bid sheets

- Check #237676 to City of Garden City for \$53,871.35 for utilities.
- Check #237678 to Commerce Bank for \$65,769.05 for various purchase card purchases.
- Check #237708 to Pearson Education for \$56,307.89 for new and used textbooks, access codes and class supplies.
- Check #237847 to Blue Cross and Blue Shield of Kansas for \$93,712.25 for January health insurance premiums.
- Check #237897 to Great Western Dining for \$64,688.41 for multiple invoices.

Fiscal Year: 2015

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	2,420.00-	987,971.00-	1,950,000.00-	962,029.00-	49.33
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	3,626.00-	164,110.00-	275,000.00-	110,890.00-	40.32
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	65.00-	64,727.00-	75,000.00-	10,273.00-	13.70
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	60.00-	56,818.00-	65,000.00-	8,182.00-	12.59
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	1,323.00-	176,955.00-	345,000.00-	168,045.00-	48.71
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	30.00-	28,409.00-	42,000.00-	13,591.00-	32.36
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	47.56-	4,527.28-	50,000.00	54,527.28	109.05
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	6,900.00-	27,000.00-	20,100.00-	74.44
11-00-0000-00000-4014 TUITION BORDER STA	0.00	3,933.00-	154,261.00-	225,000.00-	70,739.00-	31.44
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	525.00-	5,985.00-	10,000.00-	4,015.00-	40.15
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	70.00-	4,610.00-	10,000.00-	5,390.00-	53.90
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	650.00-	6,200.00-	10,000.00-	3,800.00-	38.00
11-00-0000-00000-4512 VENDING MACHINES :	0.00	0.00	2,073.89-	10,000.00-	7,926.11-	79.26
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	0.00	11,000.00-	25,000.00-	14,000.00-	56.00
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	845,688.00-	1,691,376.00-	845,688.00-	50.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	100,216.02-	10,300,000.00-	10,199,783.98-	99.03
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	380,826.06-	600,000.00-	219,173.94-	36.53
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	4,595.44-	6,000.00-	1,404.56-	23.41
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	72,257.60-	150,000.00-	77,742.40-	51.83
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	31,846.45	100,000.00-	131,846.45-	131.85
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	7,646.32-	5,000.00-	2,646.32	52.92-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	544.28-	20,000.00-	19,455.72-	97.28
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	5.37	10,000.00-	10,005.37-	100.05
11-00-0000-00000-4813 D/S TRANSFER : GEN	0.00	0.00	2,846.24-	0.00	2,846.24	0.00
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	75,783.13-	0.00	75,783.13	0.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	110.38-	2,121.14-	35,000.00-	32,878.86-	93.94
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	56,313.05-	110,000.00-	53,686.95-	48.81
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	4,093.87-	88,127.77-	150,000.00-	61,872.23-	41.25
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	1,190.00-	7,233.05-	15,000.00-	7,766.95-	51.78
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,343,584.00-	1,343,584.00	100.00
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	425,000.00-	425,000.00-	100.00
=====						
Totals for FUND: 11 - GENERAL	0.00	18,143.81-	3,286,893.45-	15,312,792.00-	12,025,898.55-	78.53
=====						
12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	11,553.00-	73,275.00-	125,000.00-	51,725.00-	41.38
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	14,993.00-	170,779.00-	250,000.00-	79,221.00-	31.69
12-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	0.00	0.00	20,000.00-	20,000.00-	100.00
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	245.00-	3,570.00-	5,000.00-	1,430.00-	28.60
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	506,466.00-	1,012,931.00-	506,465.00-	50.00
12-00-0000-00000-4603 STATE PMT FOR HS T	0.00	0.00	0.00	245,000.00-	245,000.00-	100.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,343,584.00-	1,343,584.00-	100.00
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Totals for FUND: 12 - PTE FUND	0.00	26,791.00-	754,090.00-	3,001,515.00-	2,247,425.00-	74.88

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	5,109.92-	487,884.00-	482,774.08-	98.95
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	19,648.72-	35,329.00-	15,680.28-	44.38
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	237.13-	352.00-	114.87-	32.63
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	3,747.98-	7,000.00-	3,252.02-	46.46
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	1,623.59	6,555.00-	8,178.59-	124.77
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	394.53-	0.00	394.53	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	30.06-	1,194.00-	1,163.94-	97.48
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.27	10,000.00-	10,000.27-	100.00
61-00-0000-00000-4813 D/S TRANSFER : GEN	0.00	0.00	145.11-	0.00	145.11	0.00
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	3,910.20-	0.00	3,910.20	0.00
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Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	31,599.79-	548,314.00-	516,714.21-	94.24
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Totals for BUDGET.OFFICER: Unassigned	0.00	44,934.81-	4,072,583.24-	18,862,621.00-	14,790,037.76-	78.41

Fiscal Year: 2015

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	9,214.24	46,083.70	104,746.00	58,662.30	56.00
DEPARTMENT: 11020 - HUMANITIES	0.00	1,125.00	2,833.38	2,775.00	58.38-	2.09-
DEPARTMENT: 11021 - ENGLISH	4,359.38	38,166.84	160,036.15	367,221.13	202,825.60	55.23
DEPARTMENT: 11022 - SPEECH	1,125.00	9,155.62	29,825.78	55,628.75	24,677.97	44.36
DEPARTMENT: 11023 - PHILOSOPHY	0.00	538.25	1,614.75	0.00	1,614.75-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	426.47	1,705.88	320.00	1,385.88-	433.08-
DEPARTMENT: 11025 - JOURNALISM	110.01	5,765.95	30,617.60	66,354.00	35,626.39	53.69
DEPARTMENT: 11026 - BROADCASTING	0.00	538.25	1,614.75	972.00	642.75-	66.12-
DEPARTMENT: 11030 - ART	0.00	10,745.04	66,798.85	138,018.00	71,219.15	51.60
DEPARTMENT: 11031 - DRAMA	1,165.00	5,992.29	32,997.24	76,252.00	42,089.76	55.20
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	7,204.91	35,570.69	80,200.00	44,629.31	55.65
DEPARTMENT: 11033 - INST MUSIC	0.00	8,444.01	44,635.66	87,643.00	43,007.34	49.07
DEPARTMENT: 11040 - SCIENCE	0.00	30,906.59	159,262.89	389,070.43	229,807.54	59.07
DEPARTMENT: 11050 - MATH	1,125.00	28,700.95	157,727.66	339,710.00	180,857.34	53.24
DEPARTMENT: 11060 - SOCIAL SCIENCE	2,649.00	36,641.00	183,695.67	405,964.72	219,620.05	54.10
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	17,528.28	97,461.98	195,413.00	97,951.02	50.13
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	8,364.29	48,166.59	81,886.00	33,719.41	41.18
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	349.57	1,394.71	720.00	674.71-	93.70-
DEPARTMENT: 11081 - READING	0.00	5,841.92	28,734.58	59,831.00	31,096.42	51.97
DEPARTMENT: 11082 - ESL	0.00	5,665.18	28,470.56	66,812.00	38,341.44	57.39
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	1,291.14	19,118.23	15,440.00	3,678.23-	23.81-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	553.06	2,153.06	5,000.00	2,846.94	56.94
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	81,639.37	2,349.75	227,407.28	413,430.00	104,383.35	25.25
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	199.75	0.00	199.75-	0.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	0.00	199.75	0.00	199.75-	0.00
DEPARTMENT: 12014 - FINNUP LAB	0.00	0.00	0.00	405.00	405.00	100.00
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12202 - EMT	0.00	0.00	36.33	0.00	36.33-	0.00
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	178.43	382.03	0.00	382.03-	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	269.13	1,377.00	1,107.87	80.46
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	0.00	5,372.04	16,116.12	0.00	16,116.12-	0.00
DEPARTMENT: 32000 - BUSINESS & INDUSTR	0.00	5,263.46	31,479.79	63,856.00	32,376.21	50.70
DEPARTMENT: 41000 - LIBRARY	5,433.01	11,539.23	80,853.87	184,862.00	98,575.12	53.32
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	6,329.59	37,586.73	84,457.00	46,870.27	55.50
DEPARTMENT: 42000 - DEAN OF LEARNING S	221.51	18,419.72	119,586.60	686,410.97	566,602.86	82.55
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	1,691.70	8,456.56	19,661.00	11,204.44	56.99
DEPARTMENT: 42002 - OUTREACH	0.00	19,168.57	26,475.44	111,364.00	84,888.56	76.23
DEPARTMENT: 42003 - FACULTY SENATE	0.00	1,110.44	4,827.20	12,265.00	7,437.80	60.64
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	1,139.80	9,654.20	0.00	9,654.20-	0.00
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	2,324.22	5,517.52	0.00	5,517.52-	0.00
DEPARTMENT: 43000 - TRANSITION	0.00	3,456.69	20,682.66	42,189.00	21,506.34	50.98
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,833.12	20,131.91	112,707.05	235,244.00	120,703.83	51.31
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	0.00	28,935.00	28,935.00	100.00
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	0.00	11,907.00	11,907.00	100.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	7,893.38	56,483.70	119,779.00	63,295.30	52.84
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	4,573.18	29,707.40	61,865.00	32,157.60	51.98
DEPARTMENT: 50020 - FINANCIAL AID OFFI	136.25	28,120.37	150,986.67	329,832.00	178,709.08	54.18
DEPARTMENT: 50030 - ADMISSIONS	1,323.98	13,032.67	67,868.25	143,732.00	74,539.77	51.86
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	11,267.83	70,744.83	148,910.00	78,165.17	52.49
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	4,809.15	24,406.20	64,613.00	40,206.80	62.23
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	387.40	25,312.23	306,993.40	472,647.63	165,266.83	34.97

DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	16,998.97	66,372.49	117,487.00	51,114.51	43.51
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	9,882.04	57,643.00	110,039.40	52,396.40	47.62
DEPARTMENT: 55003 - MEN'S TRACK	0.00	3,199.33	20,375.80	55,592.57	35,216.77	63.35
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	3,258.77	19,176.18	54,112.57	34,936.39	64.56
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	7,942.64	8,238.55	46,847.99	107,594.00	52,803.37	49.08
DEPARTMENT: 55006 - FOOTBALL	671.30	39,145.12	193,227.61	298,094.52	104,195.61	34.95
DEPARTMENT: 55007 - BASEBALL	0.00	8,118.39	58,416.81	115,368.00	56,951.19	49.36
DEPARTMENT: 55008 - VOLLEYBALL	0.00	4,500.21	34,745.17	59,850.26	25,105.09	41.95
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	3,936.06	46,656.67	71,397.75	24,741.08	34.65
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	720.59	720.59	5,000.00	4,279.41	85.59
DEPARTMENT: 55012 - CHEERLEADING	0.00	4,161.02	23,797.01	38,082.08	14,285.07	37.51
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,101.32	16,871.00	26,993.00	10,122.00	37.50
DEPARTMENT: 55014 - RODEO TEAM	7,276.90	10,637.29	76,639.83	140,920.00	57,003.27	40.45
DEPARTMENT: 55015 - MEN'S GOLF	0.00	4,322.76	41,495.48	77,146.22	35,650.74	46.21
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	9,255.16	78,101.73	129,521.00	51,419.27	39.70
DEPARTMENT: 55020 - PEP BAND	256.00	3,861.45	23,787.89	47,173.00	23,129.11	49.03
DEPARTMENT: 61000 - PRESIDENT	660.19	45,417.14	222,056.32	484,656.00	261,939.49	54.05
DEPARTMENT: 61001 - BOARD OF TRUSTEES	586.16	156.00	2,886.36	24,840.00	21,367.48	86.02
DEPARTMENT: 61005 - ATTORNEY	0.00	874.48	3,157.48	35,000.00	31,842.52	90.98
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	33,090.88	67,753.83	379,064.33	1,716,105.00	1,303,949.79	75.98
DEPARTMENT: 62010 - HUMAN RESOURCES	224.04	17,338.23	72,640.60	144,870.00	72,005.36	49.70
DEPARTMENT: 62011 - ADA COMPLIANCE	4,000.00	4,120.31	20,756.44	63,005.00	38,248.56	60.71
DEPARTMENT: 62050 - ONE-TIME PURCHASES	124,499.44	5,651.85	294,029.30	940,000.00	521,471.26	55.48
DEPARTMENT: 63000 - INFORMATION SERVIC	10,876.78	15,431.58	48,382.39	181,072.00	121,812.83	67.27
DEPARTMENT: 64000 - INFORMATION TECHNO	11,837.45	40,567.75	362,482.80	758,104.00	383,783.75	50.62
DEPARTMENT: 65000 - CENTRAL SERVICES	330.00	13,001.28	76,823.42	153,694.00	76,540.58	49.80
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	432.72	16,133.62	90,906.06	183,936.00	92,597.22	50.34
DEPARTMENT: 71000 - BUILDINGS	30,207.13	33,716.15	179,608.66	420,176.00	210,360.21	50.06
DEPARTMENT: 72000 - CUSTODIAL SERVICES	4,349.30	31,028.42	226,066.33	516,485.00	286,069.37	55.39
DEPARTMENT: 73000 - GROUNDS	5,032.62	17,388.34	114,778.09	236,388.00	116,577.29	49.32
DEPARTMENT: 73001 - ATHLETIC FIELDS	5,146.00	0.00	33,175.83	71,414.00	33,092.17	46.34
DEPARTMENT: 74000 - VEHICLES	1,325.54	25,500.12	129,185.24	358,242.00	227,731.22	63.57
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	14,015.95	71,928.12	175,119.00	103,190.88	58.93
DEPARTMENT: 76000 - INSURANCE	0.00	9,558.55	235,160.26	340,954.00	105,793.74	31.03
DEPARTMENT: 77000 - UTILITIES	108.99-	61,399.76	366,728.61	860,000.00	493,380.38	57.37
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	25,408.61-	169,757.24-	62,000.00	231,757.24	373.80
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	770.00	9,020.00	8,250.00	91.46
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	0.00	13,993.00	33,087.00	19,094.00	57.71
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	3,635.00	11,000.00	7,365.00	66.95
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	105.00	113,955.00	156,000.00	42,045.00	26.95
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	165.00-	44,000.00	55,194.00	11,194.00	20.28
DEPARTMENT: 94000 - STUDENT CENTER	1,137.50	2,216.03	18,960.08	49,341.00	29,243.42	59.27
DEPARTMENT: 98001 - CHILD CARE	0.00	4,428.66	31,000.62	40,000.00	8,999.38	22.50

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FUND: 11 - GENERAL	351,281.63	960,209.68	6,381,397.17	15,312,792.00	8,580,113.20	56.03
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Fiscal Year: 2015

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	4,224.08	21,414.03	51,687.00	30,272.97	58.57
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	4,541.90	19,079.10	25,328.75	6,249.65	24.67
DEPARTMENT: 12012 - COMPUTER SCIENCE	3,375.00	11,166.19	57,990.40	117,621.05	56,255.65	47.83
DEPARTMENT: 12200 - ADN PROGRAM	0.00	20,826.65	115,118.84	268,591.00	153,472.16	57.14
DEPARTMENT: 12201 - LPN PROGRAM	0.00	16,911.40	94,644.93	204,835.00	110,190.07	53.79

DEPARTMENT: 12202 - EMT	210.19	10,854.67	66,630.64	167,987.00	101,146.17	60.21
DEPARTMENT: 12203 - ALLIED HEALTH	105.96	14,146.01	64,594.86	169,694.00	104,993.18	61.87
DEPARTMENT: 12210 - AGRICULTURE	0.00	3,851.26	23,665.76	53,641.00	29,975.24	55.88
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	10,480.87	51,155.31	123,087.00	71,931.69	58.44
DEPARTMENT: 12212 - CULINARY PROGRAM	14.78	1,596.14	6,066.76	53,804.00	47,722.46	88.70
DEPARTMENT: 12220 - JOHN DEERE AG TECH	205.60	25,255.31	115,669.47	265,433.00	149,557.93	56.34
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	10,000.00	10,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	339.82	188.05	4,051.89	2,000.00	2,391.71-	119.58-
DEPARTMENT: 12240 - CRIMINAL JUSTICE	620.03	12,361.05	80,537.58	156,416.00	75,258.39	48.11
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	5,860.02	31,811.34	71,876.00	40,064.66	55.74
DEPARTMENT: 12250 - COSMETOLOGY	0.00	13,162.89	67,340.72	166,296.00	98,955.28	59.51
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	6,752.54	21,133.70	139,828.12	388,630.00	242,049.34	62.28
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	0.00	6,900.00	6,900.00	100.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	12,194.94	2,000.00	10,194.94-	509.74-
DEPARTMENT: 12273 - WELDING	3,513.22	13,941.71	83,730.21	172,769.00	85,525.57	49.50
DEPARTMENT: 42005 - DEAN OF TECHNICAL	100.00	205.00	7,039.77	479,719.20	472,579.43	98.51
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	43,000.00	43,000.00	100.00

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FUND: 12 - PTE FUND	15,237.14	190,706.90	1,062,564.67	3,001,515.00	1,923,713.19	64.09
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Fiscal Year: 2015

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,082.04	15,675.69	39,097.92	129,694.00	89,514.04	69.02
DEPARTMENT: 55006 - FOOTBALL	360.00	59.91	1,815.84	3,000.00	824.16	27.47
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	377.00	418.56	2,149.71	3,753.96	1,227.25	32.69
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	1,295.00	8,000.00	6,705.00	83.81
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	648.00	794.07	1,229.47	435.40	35.41
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	698.00	0.00	698.00-	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	148,926.14	0.00	148,926.14-	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	748.60	2,688.31	2,807.19	118.88	4.23
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	6,326.24	7,831.12	1,504.88	19.22
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,333.00	8.00	1,909.77	7,500.00	4,257.23	56.76
DEPARTMENT: 31000 - COMMUNITY SERVICE	90.00	0.00	13,598.04	62,550.00	48,861.96	78.12
DEPARTMENT: 55007 - BASEBALL	0.00	4,168.17	11,292.63	14,746.40	3,453.77	23.42
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	13,777.87	0.00	13,777.87-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	40,000.00	40,000.00	100.00
DEPARTMENT: 00000 - GENERAL	0.00	376.97	1,413.52	3,185.12	1,771.60	55.62
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	2,306.00	1,717.31	588.69-	34.27-
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	318.60	376.49	57.89	15.38

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FUND: 14 - ADULT SUPPLEMENTARY ED	3,242.04	22,103.90	248,407.66	286,391.06	34,741.36	12.13
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Fiscal Year: 2015

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,373.74	2,101.43	8,000.00	5,898.57	73.73
DEPARTMENT: 94000 - STUDENT CENTER	6,235.77	3,570.60	41,735.84	156,500.00	108,528.39	69.35
DEPARTMENT: 95000 - STUDENT HOUSING	108,049.61	154,775.75	915,453.37	1,657,254.00	633,751.02	38.24
DEPARTMENT: 95001 - DIRECTOR'S APARTME	15.00	1,794.55	7,256.29	8,500.00	1,228.71	14.46
DEPARTMENT: 98000 - COSMETOLOGY	1,011.80	1,735.50	64,763.95	184,392.56	118,616.81	64.33
DEPARTMENT: 97000 - BOOKSTORE	20,557.74	157,618.11	501,611.00	953,500.00	431,331.26	45.24
DEPARTMENT: 91000 - ARENA	0.00	483.58	2,988.89	0.00	2,988.89-	0.00
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FUND: 16 - AUXILIARY ENTITIES	135,869.92	321,351.83	1,535,910.77	2,968,146.56	1,296,365.87	43.68

Fiscal Year: 2015

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	500.00	0.00	6,500.00	0.00	7,000.00-	0.00
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	0.00	4,500.00	4,500.00	0.00	0.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.08-	0.00	16,824.08	0.00	16,824.00-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	4,057.56	44,444.61	0.00	44,444.61-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	3,871.60	11,524.73	66,137.70	334,240.44	264,231.14	79.05
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	3,394.29	3,503.84	109.55	3.13
DEPARTMENT: 14010 - AO-K	0.00	0.00	175.00	5,876.02	5,701.02	97.02
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	123.00	123.00	123.00	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	5,847.72	36,875.09	36,875.09	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	506.11	84.30	145,929.59	145,939.09	496.52-	0.33-
DEPARTMENT: 14010 - AO-K	0.00	0.00	0.00	2,098.92	2,098.92	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	24,723.19	30,000.00	5,276.81	17.59
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	12,657.47	13,976.41	1,318.94	9.44
DEPARTMENT: 42000 - DEAN OF LEARNING S	322.99	352.35	5,170.86	8,047.02	2,553.17	31.73
DEPARTMENT: 14010 - AO-K	0.00	269.76	2,204.03	2,204.03	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	11,028.58	45,957.40	34,928.82	76.00
DEPARTMENT: 14010 - AO-K	0.00	2,362.18	4,898.90	9,953.11	5,054.21	50.78
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	72,000.00	72,000.00	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	98.16	34,675.52	129,775.43	513,416.47	383,542.88	74.70
DEPARTMENT: 12273 - WELDING	0.00	0.00	19,950.00	20,570.00	620.00	3.01
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	2,948.82	18,658.32	46,655.00	27,996.68	60.01
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	30,000.00	30,000.00	100.00
DEPARTMENT: 12273 - WELDING	0.00	0.00	1,650.00	1,577,055.00	1,575,405.00	99.90
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	3,519.47	19,593.58	71,150.00	51,556.42	72.46
DEPARTMENT: 42005 - DEAN OF TECHNICAL	4,680.00	11,405.17	64,527.09	84,741.00	15,533.91	18.33
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	6,453.52	43,192.55	97,245.00	54,052.45	55.58
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	12,660.18	45,448.90	112,465.00	67,016.10	59.59
DEPARTMENT: 11040 - SCIENCE	0.00	6,159.60	8,879.38	55,000.00	46,120.62	83.86
=====						
FUND: 22 - RESTRICTED GRANTS	9,978.78	102,443.88	737,261.55	3,323,591.84	2,576,351.51	77.52

Fiscal Year: 2015

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	8,807.20	8,806.89	0.31-	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	45.09	0.00	45.09-	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	4,000.00	8,290.83	8,147.00	143.83-	1.76-
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	0.00	4,000.00	17,143.12	16,953.89	189.23-	1.11-

Fiscal Year: 2015

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	137.59	910.67	1,000.00	89.33	8.93
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	40.00	4,000.00	3,960.00	99.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	13,747.47	112,062.85	273,117.21	161,054.36	58.97
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	305.79	8,601.00	8,295.21	96.44
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	4,052.64	21,477.39	76,483.00	55,005.61	71.92
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	605.27	2,118.67	5,000.00	2,881.33	57.63
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	5,855.09	31,226.50	69,682.00	38,455.50	55.19
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	37,500.00-	37,500.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	6,596.93	50,475.29	137,500.00	87,024.71	63.29
=====						
FUND: 24 - ADULT EDUCATION	0.00	30,994.99	218,617.16	537,883.21	319,266.05	59.36

Fiscal Year: 2015

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	1,185.00	548,314.00	547,129.00	99.78
=====						
FUND: 61 - CAPITAL OUTLAY	0.00	0.00	1,185.00	548,314.00	547,129.00	99.78

Fiscal Year: 2015

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	8,087.00	12,400.69	145,020.85	381,095.25	227,987.40	59.82
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	5,000.00	5,000.00	0.00	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	904.00	1,000.00	96.00	9.60
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	0.00	1,614.69	0.00	1,614.69	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	4,982.49	2,147.71	5,559.69	65,850.00	55,307.82	83.99
DEPARTMENT: 50000 - DEAN OF STUDENT SE	900.00	1,947.07	4,582.15	14,550.00	9,067.85	62.32
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	13,969.49	19,495.47	171,181.38	476,995.25	291,844.38	61.18

Fiscal Year: 2015

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	880.00-	8,560.00	0.00	8,560.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	10,015.00	0.00	10,015.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	3,540.00	0.00	3,540.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	1,180.00	0.00	1,180.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	2,250.00	0.00	2,250.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	50,985.00	0.00	50,985.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	3,375.00	0.00	3,375.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	5,625.00	0.00	5,625.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	12,610.00	0.00	12,610.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	110.00-	14,375.00	0.00	14,375.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	2,660.00	0.00	2,660.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	13,940.00	0.00	13,940.00-	0.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	4,335.00	0.00	4,335.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	15,420.00	0.00	15,420.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	6,290.00	0.00	6,290.00-	0.00
DEPARTMENT: 11030 - ART	0.00	0.00	5,325.00	0.00	5,325.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	4,035.00	0.00	4,035.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	4,885.00	0.00	4,885.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	9,760.00	27,835.00	0.00	27,835.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	2,360.00	0.00	2,360.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	7,080.00	0.00	7,080.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	19,715.00	0.00	19,715.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	8,770.00	226,395.00	0.00	226,395.00-	0.00

01-05-15

Garden City Community College
Annual Budget Report Ending 12/31/2014
Options - All Statuses

Page: 11

Fiscal Year: 2015

FUND: 73 - EDUKAN CONSORTIUM FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	171,550.00	609,000.00	437,450.00	71.83
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	0.00	171,550.00	609,000.00	437,450.00	71.83

Garden City Community College
12/30/2014

	Amount	% Rate
Cash in Bank:		
Commerce Bank	\$ 44,173.88	0.0000%
State Municipal Invest. Pool	\$ 117,480.93	0.0172%
FNB of Garden City - Money Market	\$ 25,426.64	0.2500%
FNB of Garden City - Insured Cash Sweep	\$ 3,022,950.94	0.2500%
Commerce Bank - Money Market	\$ 155,544.95	0.0800%
Landmark National Bank	\$ 525,244.90	0.0900%
	<u>\$ 3,890,822.24</u>	

	Type	Amount	% Rate	Beg. Date	Maturity
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
Western State Bank	CD	\$ 1,000,000.00	0.4000%	12/18/2014	12/18/2015
Western State Bank	CD	\$ 1,000,000.00	0.5000%	12/18/2014	12/18/2016
		<u>\$ 6,000,000.00</u>			
Total		<u><u>\$ 9,890,822.24</u></u>			

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

JANUARY 2015 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 of \$10,000 or more.

Data directly addressing the CEO's interpretation: Purchase 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 month period were reviewed;

- Two purchases were from a single source provider (one was local vendor)

- Four purchases indicated best bid was accepted (no local vendor)

- One purchase indicated best bid was from local vendor

- Five purchases were approved by the Board

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.

JANUARY 2015 MONITORING REPORT

EXECUTIVE LIMITATIONS

Information and Advice #2

QUARTERLY

Page 11

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

CEO's Interpretation and its Justification: The Board needs to be able to address questions and concerns with the public; therefore, the President must inform the board of pertinent items between Board meetings. These include items that could be picked up by the local media. The President will make the board aware of administrative policy changes.

Data directly addressing CEO's interpretation: The President advises the Board of any adverse legal or media coverage thru the use of e-mail and personal contact when an incidents arise. Significant internal changes are communicated through updates on progress, such as negotiations and administrative policy changes. A weekend memo is provided to inform the Board of campus activities and events and presidential engagements. The President's report at Board meetings includes relevant trends, procedure changes and updates regarding the college and items of interest. The Board receives professional newsletters and magazines relevant to college governance. In December 2014, Trustees and cabinet level administrators were invited to attend a joint trustees meeting between Seward County Community College and was hosted by Dodge City Community College. Several topics were shared including the upcoming legislative session for 2015.

EXECUTIVE LIMITATIONS

Information and Advice #3

QUARTERLY

Page 11

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

CEO's Interpretation: The President is charged with leading the college and to administer the Board Policies as provided. When issues and challenges arise it is the President's responsibility to utilize adopted board policies and procedures to seek solutions. Should an occasion arise when it is determined by the president that there is conflict with the governance process, it is the responsibility of the President to openly discuss the conflict or detrimental behavior or activity with the board chair or the entire board.

Data directly addressing CEO's interpretation: No reportable incidents were communicated with the board chair or governing board by the CEO since the last quarterly report. The Governing Board regularly reviews policies and studies the Carver model at workshops, through newsletters, and during Board meetings.

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

CEO's Interpretation: The President acts upon the direction of the board relating to policy and procedures and not as individual board members. The president openly invites requests for information that will assist the board member with fulfilling their duties and responsibilities as a Trustee of the college's governing board.

Data directly addressing CEO's interpretation: Individual requests for information are usually discussed with the Board as a whole. Since the last reporting cycle no requests for information were received by an individual board member.

JANUARY 2015 MONITORING REPORT

ASSET PROTECTION

EXECUTIVE LIMITATIONS	ANNUAL
Asset Protection #1	Page 12
The President shall not fail to insure against property and casualty losses or against liability losses to board members, staff, or the organization itself in an amount prudent and advisable under Kansas law.	

CEO’s Interpretation: The administration will coordinate with a Kansas licensed insurance agency to periodically review property and casualty coverage to insure that the college is adequately protected against financial loss. Insurance and asset protection information is provided to the Board annually for review.

Data directly addressing the CEO’s interpretation: Property insurance coverage is provided by Global Risk Consultants. Liability and automobile coverage is provided by Wright Specialty Insurance. The agent is IMA, Inc.

The following are current values (July 1, 2014 – June 30, 2015):

Buildings	\$60,927,234
Personal property.....	\$10,928,928
Business Income/Extra Expense	\$ 5,000,000
Personal property located outside including Mobile Radios, Mobile Classrooms, Contractors Equipment	\$ 1,669,963
Electronic Data Processing Equipment/Data & Media	\$ 1,917,183
Fine Arts	<u>\$ 50,000</u>
TOTALBLANKET LIMT FOR ALL COVERAGE	\$80,493,308

Current coverage:

Blanket Limit Above at Replacement Cost/Agreed Amount
\$25,000 deductible, except Earthquake

General liability:

General aggregate limit	\$2,000,000
Each occurrence limit.....	\$1,000,000
Medical expense limit.....	\$ 5,000

Commercial Umbrella “liability”

Aggregate limit.....	\$3,000,000
Occurrence limit.....	\$3,000,000

School District Linebacker/Educators Legal Liability

Aggregate for each policy term.....	\$1,000,000
Each occurrence.....	\$1,000,000
	\$ 5,000 per claim

Insurance for college vehicle fleet

Liability

Bodily injury/property damage.....	\$ 1,000,000	single limit
Medial payments.....	\$ 5,000	each person
Uninsured motor vehicle bodily injury.....	\$1,000,000	per accident
Comprehensive on newer vehicles.....	\$ 500	deductible
Collision on newer vehicles	\$ 500	deductible

Worker’s Compensation July 1, 2014 to June 30, 2015

Kansas Association of School Boards

Workers Compensation:	Statutory Benefits
Employer’s Liability	\$1,000,000 bodily injury by accident – each accident
	\$1,000,000 bodily injury by disease – each employee
	\$1,000,000 bodily injury by disease – each policy limit

These policies protect the institution adequately against possible property losses and personal liabilities. They meet the legal requirements of the state.

EXECUTIVE LIMITATIONS	ANNUAL
Asset Protection #2	Page 12
The President shall not allow unbonded personnel access to significant amounts of funds.	

CEO’s Interpretation: The College maintains a Treasurer’s Bond on the Executive Vice President. The Bond provides coverage for employee dishonest and faithful performance of duties by the CFO. The college also maintains employee dishonesty insurance that protects the institution from employee theft.

Data directly addressing the CEO’s interpretation: Employees are bonded by Catlin Insurance, part of Wright Specialty Insurance. The agent is IMA Inc. A Treasurer’s Bond is provided at \$100,000. A blanket bond – Public Employee Dishonesty Coverage – is provided in the amount of \$100,000. All persons are covered (\$1,000 deductible per employee). This policy meets the requirements for bonding personnel who handle money.

The insurance coverage is sufficient to protect college assets.

EXECUTIVE LIMITATIONS**Asset Protection****#3****ANNUAL****Page 12****The President shall not allow improper wear and tear or inadequate maintenance of the plant and equipment.**

CEO's Interpretation: The president shall remain apprised of the needs for general maintenance and upkeep for all buildings and equipment.

Data directly addressing the CEO's interpretation: While maintaining over 20 major facilities representing 449,867 square foot of buildings at Garden City Community College, it is imperative to incorporate priority budgeting and planning. This past year the following campus needs and improvements have been addressed:

- Asphalt parking lot behind Fine Arts Building was replaced with concrete and door transoms were raised to allow for drainage
- Two classrooms were remodeled in the John Collins Vocational Building
- New energy efficient lights were installed in the woodshop, Super Circuit, weight room and the main performance gym
- New student housing which consist of nine 2200sq foot buildings for student housing complex was constructed adding accommodations for 64 students, four staff members, and laundry room with storm shelter
- Fascia was replaced and repainted on the Academic Building
- Baseball offices and locker room were remodeled – including the addition of individual shower stalls
- New furniture installed in baseball, softball, golf, and soccer offices
- New LED message sign was installed on Campus Drive
- Additions to the new multi-sports complex include sidewalks, ticket booths, tailgate areas, signage and lighting
- Assistant Director of Residential Life apartment was remodeled
- Irrigation repairs and replacements occurred as necessary
- Roof repair as necessary

EXECUTIVE LIMITATIONS**Asset Protection****#4****ANNUAL****Page 12****The President shall not unnecessarily expose the organization, its board or staff to claims of liability.**

CEO's Interpretation: The President shall have prudent controls and assessments of assets, agreements and human resources to ensure the maximum protection to the institution, employees and governing board.

Data directly addressing the CEO's interpretation: Institutional practices and procedures are reviewed by the college's legal counsel and in consultation with Kansas Association of School Boards for compliance and institutional asset protection. The president meets

regularly with the college's administrative cabinet and College Council to provide opportunities to discuss activities of the college and determine if there may be any negative exposure, concerns or liabilities for the board, staff or institution.

EXECUTIVE LIMITATIONS		ANNUAL
Asset Protection	#6	Page 12
The President shall not receive, process, or disburse funds under controls that are insufficient to meet the auditor's standards.		

CEO's Interpretation: All processes that involve receiving, processing or disbursing funds are evaluated internally and the auditors review processes and internal controls during their annual audit.

Data directly addressing the CEO's interpretation: The college undergoes annual financial audits in accordance with state, federal and GASB requirements. The FY2014 audit was recently completed and presented to the board. There were no errors or reportable conditions.

EXECUTIVE LIMITATIONS		ANNUAL
Asset Protection	#7	Page 12
The President shall not acquire, encumber, or dispose of real property.		

CEO's Interpretation: Real property is defined as land, buildings and anything affixed to the land. Current Board policy requires Board approval on purchases of \$20,000 or more therefore any items appraised or valued at \$20,000 or more will be presented to the Board for action to sell or dispose. Values will be determined utilizing the best information available to the administration i.e., vendor or certified real property appraisers. It is the intent of administration to maintain a clutter free and clean campus, which on occasion may require disposal of accumulated property.

Data directly addressing the CEO's interpretation: The structures at 1706 E Spruce were removed prior to the construction of the student housing complex. The Board approved the project.

RESOLUTION

WHEREAS, a vacancy exists in the membership of the Board of Trustees of Garden City Community College (Board of Trustees), by reason of the resignation of Dr. William S. Clifford, on January 6, 2015, and accepted by the Board of Trustees on January 13, 2015; and

WHEREAS, the Board of Trustees, is authorized to fill the vacancy no sooner than fifteen (15) days following publication of notice in a newspaper having general circulation in Finney County, Kansas.

NOW, THEREFORE, BE IT RESOLVED, that the clerk of the Board of Trustees of Garden City Community College, shall cause such notice to be published in The Garden City Telegram, to give notice of the vacancy on the Board of Trustees of Garden City Community College, and to request interested statutorily qualified persons to apply on or before February 2, 2015, to fill the unexpired term of Dr. William S. Clifford.

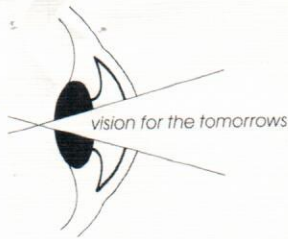
ADOPTED BY THE Board of Trustees of Garden City Community College, the 13th day of January, 2015.

Date

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

ATTEST:

Debra Atkinson, Clerk



Fry Eye Associates, P.A. / Ophthalmology

310 EAST WALNUT
GARDEN CITY, KANSAS 67846-2562
800-526-3937 OR 620-275-7248
FAX (620) 275-5262

William S. Clifford, M.D.
Cornea/Refractive Surgery
Glaucoma/Laser

Luther L. Fry, M.D.
Founder, 1974
Cataract Surgery/Laser

Eric L. Fry, M.D.
Oculoplastic Surgery
General Ophthalmology

Gloria M. Hopkins, O.D.
Medical Optometrist

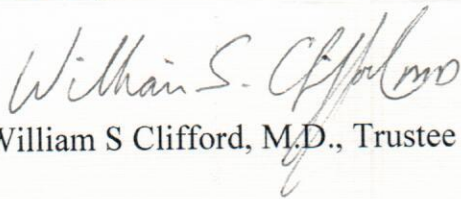
January 5, 2015

Marilyn Douglass, DNP, ARNP-FNP-C
Chair, Garden City Community College
Board of Trustees
Garden City, KS 67846

Dear Marilyn:

This will officially serve as my letter of resignation as a member of the Garden City Community College Board of Trustees. As you know, my 13 years of service have been extremely gratifying and I will greatly miss the Board. I feel that the College is in great hands under the able leadership of Dr. Herbert Swender and well served by the current Board. I trust that all of you will continue the great governance of the college, continuing the tradition of excellence I have witnessed over the last two decades. As you know, the key to our governance success is Policy Governance and I am always willing to serve as a consultant to the Board. I wish you all well in your future endeavors improving the lives of the citizens of Finney County and Southwest Kansas.

Sincerely,


William S Clifford, M.D., Trustee

WSC:amg

PRESIDENT'S
OFFICE

JAN - 8 2015

RECEIVED

Co: Dr. Herbert Swender, 801 Campus Drive, Garden City, KS 67846
Elsa Ulrich, Finney County Clerk, 309 N 9th, Box M, Garden City, KS 67846

VISITING SUBSPECIALISTS:

Henry LaFuente (Ocularist), Michael Varenhorst, M.D.,
Paul Weishaar, M.D., Kumar Dalla, M.D. (Vitreous-Retinal and Laser)

**Incidental Information
January 2015**

Ryan Ruda, Vice President of Student Services/Athletics:

Educational Talent Search

Review of 2013-3014 Grant year by #'s from Annual Performance Report for Dept of ED this is the 3rd year of the grant cycle

Total served 631

Eligibility: 74% Low income & 1st Generation, 4% Low Income only, 12% potential 1st generation, 10% are 'other'

Demographics: 68% Latino; 18% White (nonHispanic/Latino), 8% Asian, 3% Black or African America, 3% identified as more than one race

Age distribution: 27.5% ages 10 to 13, 72.1% ages 14-18, .4% ages 19-27

Limited English Proficiency 14% or 90 students (identified by enrollment in classes for LEP students and does not reflect students taking regular classes &/or being monitored)

Dual enrollment participants 18% or 116 students (identified by enrollment in classes from GCCC)

Objective A: PERSISTENCE goal 90% Not including seniors 97% of students persisted to the next grade level or 512 of 526 students 6th through 11th grade

Objective B: Secondary school GRADUATION goal 85% we had 100% or 105 seniors {102 GCHS, 2 from GED (@GCCC) 1 home school student}

Objective C: Postsecondary ENROLLMENT goal 80% our results were 85% or 89 of 105 enrolled or deferred enrollment evidence

Objective D: Postsecondary PLACEMENTS our results were 69 students or 78% enrolled in PUBLIC 2YR (primarily GCCC), 20% Public 4 YR, 2% Private 4YR

Objective E: Postsecondary ATTAINMENT not yet reported, six-year allowance and we will track ALL students

Conclusion all prior experience points possible were earned totaling 13.5 for 2013-2014

Fall 2014 current grant year and 4th year of grant cycle

Total Current Enrollment 543 students

STUDENT TRAVEL included the following:

WSU Senior Day 4 students

KSU senior day 12 students

KU senior day 12 students

FHSU senior day 12 students

KSU junior day 14 students

KU Latino Leadership Symposium for juniors 12 students

**Spring semester will be junior and some sophomore students turn to travel to colleges followed by summer travel to colleges for 7th through 10th grades.

COMMUNITY SERVICE

Several projects have been completed by the staff and participants including, providing childcare, CASA fundraiser, The Golf Club @ Southwind, Salvation Army, YMCA free fun nights (6 per year), Prairie Land Food unloading food boxes, Blood Drives and more! We are getting many requests from community partners and word of mouth is that our volunteers are valuable assets!

Residential Life

Currently, student housing sits at 367 students for the spring semester. With the new housing nearing completion, the total on campus capacity will be 369, so we will be near capacity with the new housing.

Students will also see a new feature being added to the cafeteria this spring semester. In approximately two weeks, TV's will be added in the cafeteria featuring MTVU. MTVU is MTV's college channel, featuring Emmy & Peabody Award-winning programming developed specifically for and by real college students. MTVU empowers 7.7 million students at over 750 schools with exclusive grants, pro-social initiatives, contests, opportunities to showcase their talents on a national level, campus events, cutting edge music and everything else that makes college, well, college. Programming and music will play throughout each of the serving times for meals. Additionally, GCCC has the ability to program reminders for events and activities for student awareness as well.

Health Services

Trish Miller has kept busy with providing flu shots and seeing students for flu symptoms through the end of the semester. She is also busy planning the annual Bloodmobile which will be held **Wednesday, February 18th 9:30a.m.-1:30p.m. -East Gym DPAC**. Come out to support this great cause.

Student Services

Signage was added on the front doors of the SCSC to help with a more aesthetic entrance. Additional signage will be installed in the entry area to student services as well as some enhancements to the reception area.

Athletics

The main weight room by the football offices is in process of being painted and updated with new ceiling tiles and lights. This fresh new look will be completed for students arrival this spring semester and add to a new look to the facility. This enhances the new equipment added this last year. The new weight room is complete with new paint and flooring. The equipment has been updated as well and additional equipment will be arriving for the weight rooms in the next month to enhance the strength and conditioning of the student athletes.

Dr. Bruce Exstrom, Vice President for Instructional Services:

Final exams are finished and final grades are in for fall semester 2014. For the first time we had changed our final exam schedule to a Monday through Thursday format, initial feedback was that students appreciated the extra time for finals and faculty were also receptive to the new format as the finals were spread out and grading was completed on time. We will deliver the spring semester 2015 finals on a Monday through Thursday format as well.

Faculty reported back to campus on Monday, January 5, classes begin on Monday January 12. The first week back is critical for student advising and last-minute student schedule changes. The Tuesday all-college in-service was a huge success. Our speaker was fantastic. The faculty will be attending a series of workshops on Wednesday to enhance their skills for "writing" in their classes. All programs have a writing component that is assessed as part of our student learning outcomes project supported by our acceptance to Higher Learning Commission's (HLC) Student Learning Assessment Academy. HLC will be visiting our college in 2016-2017 for the regularly scheduled accreditation visit. The assessment of student learning will be a critical component of our report and visit. We are starting with writing this semester and will move into other areas such as math skills and reading comprehension.

We are preparing a self-evaluation for our Perkins Funded eligible programs that will be submitted in January to Kansas Board of Regents. This is a regular report that we submit to assess our student outcomes in skill attainment, student retention, and student employment placement. Our KBOR liaison

Seth Carter along with Connie Beene will visit our campus next month and visit with faculty regarding equipment and technology uses and our student outcomes.

Instructional Services will be busy in the next two weeks finalizing our high school outreach enrollments. With different start dates than the college start dates, it takes extra time to coordinate and register students. Erinn Reyes, Administrative Assistant to the Vice President for Instructional Services will make personal visits to our outreach coordinators to ensure proper enrollment. The outreach enrollments have grown over the last year due to our personal touch and meetings with high school principals and outreach coordinators. College credit that provides high school graduation requirements is a great way for students to get a jump start on college. The outreach classes also provide for a recruiting tool for GCCC as well.

GCCC now has its first ever full-time Culinary Management faculty member. Jacob Huth was hired in December and is hitting the ground running. We have put together a spring semester schedule for him and his students. He will be spending extra efforts and time during the spring semester to begin recruiting for the program. Anticipated visits to local high schools and local hospitality organizations will consume much of his time, but we anticipate a healthy enrollment of new students for fall 2015. We have seven students who have been taking course in the program so far and anticipate some graduations next fall. We will also be offering our introduction to hospitality management this spring to attract new students who maybe exploring this area of interest.

Dee Wigner, Executive Vice President:

Global positioning systems (GPS) were installed as a safety feature in 15 college fleet vehicles, including buses. The vehicle tracking systems provide numerous benefits including, emergency road service and engine diagnostic information. If necessary, the GPS can detect excessive speeds and vehicle location.

First National Bank of Garden City recently installed an ATM in the Beth Tedrow Student Center. The machine will be accessible 24 hours a day. First National Bank customers will be able to make withdrawals at no cost. Foreign cards will be charged \$2.00 per transaction.

Facilities

Finishing touches are being made to the student housing complex. Furniture and mini-blinds are being installed. Cable TV and are being connected. Friday, the custodial staff will clean the apartments in anticipation of the student's arrival on Sunday. Faculty and staff were invited to walk through to see the student living quarters and the supervisor apartment/laundry/storm shelter. Feedback was very positive. Comments included how nice it was to have spacious rooms and living area, the modern design and how bright the rooms were with the large windows.

The Fine Arts parking lot is complete with the exception of paint striping. The lot cannot be painted in the cold temperatures. The lot will be open Monday for the first day of school. The contractor will return to paint the lot when the weather warms.

There have been a lot of last minute projects preparing for the start of classes next week. Those projects include updating the weight room, reorganization of the cosmetology department, new furniture for offices and the comprehensive learning center. In addition, surplus and obsolete equipment and furniture are being assembled for the public auction which will take place Saturday morning. The annual sale allows maintenance to clean out storage areas and dispose of items collected during the year.

Human Resources

The holiday dinner for full-time employees was very successful, with a record attendance of 180 employees. Several positions were filled prior to the holiday break including head football coach, culinary instructor and director of public relations.

The Spring 2015 in-service was very successful. Dr. Swender welcomed back faculty and new employees were introduced. Lyndy Phillips entertained the audience with magic tricks and laughter. The theme of his presentation was laughter as a method to reduce stress.

Several departments will soon begin gathering data for the annual IPEDS report.

Business Office

Letters were sent to students with past due balances notifying them they had the option to pay their debt in full or sign up on the Nelnet payment plan. The mailing was successful, approximately 50 students have enrolled in the Nelnet plan. Student Services, the Broncbuster Bookstore and the Business Office will be open extend hours the first two weeks in January to provide additional availability for students.

Preliminary reports are being processed for the annual preparation of Form 1098T and Form 1099. The reports will be reviewed for missing or incorrect information, such as addresses or social security numbers. The forms must be mailed to recipients by January 31.

Broncbuster Bookstore

December concluded with the return of scholarship books and the buyback of textbooks. Spring enrollment numbers are being tracked and textbooks, access codes and supplies are being ordered to assure adequate inventory. Spring scholarship books have been “sacked” and are waiting for students to return.

GCCC Police Department

On December 5, 2014 Chief Dozier and Director Covington met with senior officials from Seward County Community College (SCCC) to discuss various issues relating to security and residential life. Meeting attendees from SCCC were the Dean of Students, Director of Campus Security and the Residential Life Director. During the visit many thought provoking issues/ideas were discussed. Future meetings may be scheduled for the upcoming year.