

March 4, 2016

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, March 8, 2016**. The meeting will be held in the **Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner Kinney Room of the Beth Tedrow Student Center
6:00 PM Regular board meeting called to order in the Endowment Room of the Beth Tedrow Student Center

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. Higher Learning Commission Overview

II. REPORTS:

- A. President’s Report

III. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (February 16, 2016).....pg 3
- B. Approval of personnel actions-Human Resources.....pg 10
 - B-1 Human Resources Reportpg 11
 - B-2 Adjunct/Outreach Contractspg12
- C. Financial informationpg17
 - C-1 Checks processed in excess of \$20,000pg18
 - C-2 Revenuespg19
 - C-3 Expenses.....pg21
 - C-4 Cash in Bankpg27
- D. Purchases over \$20,000
 - D-1 Spam and Malware Filter.....pg28
 - D-2 Community College Executive Forum-Educational Advisory Board.....pg30

IV. CONFIRMATION OF MONITORING REPORTS..... Action

- A. Monitoring Reports and ENDS
 - A-1 Monitoring Report – Annual, General Executive Constraints, #2.....pg 31

Board of Trustees Agenda March 8, 2016

- B. Review Monitoring Report
 - B-1 Monitoring Report – Annual, Personal Enrichment
- C. Board Process and Policy Governance Review

V. OTHER

- A. Incidental Information.....pg 35
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT

VI. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

March 7	Jazz Festival, Pauline Joyce Fine Arts Auditorium, 7:30 p.m.
March 10	Pop Ban Concert, Pauline Joyce Fine Arts Auditorium, 7:30 p.m.
March 14-18	Spring Break, No Classes, Offices Closed March 17-18
March 25, 28	Campus Closed Easter
March 27, 29	GCCC 6x6 student sale
April 1	GCCC Endowment Association Annual Auction
April 1-3	GCCC Rodeo
April 12	Monthly meeting of GCCC Board of Trustees, 6:00 p.m., Endowment Room, Beth Tedrow Student Center
April 28	Retirement Reception, Endowment Room, Beth Tedrow Student Center, 2:00-3:30 p.m.
May 6	GCCC Commencement

VIII. EXECUTIVE SESSION

IX ADJOURNMENT

Dr. Herbert J. Swender, Sr.
President

Jeff Crist
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**

February 16, 2016

Trustees Present: Merilyn Douglass, Jeff Crist, Steve Martinez, Melvin Neufeld, Ron Schwartz, Terri Worf,

Others Present: Debra Atkinson, Deputy Clerk
Scott Aust, *Garden City Telegram*
Dallas Barns, Student Government Association, Secretary
Jeremy Gigot, Executive Director, GCCC Endowment Association
Ivan Gutierrez, Student Government Association
Melanie Hands, Compliance Coordinator
Adanari Lopez, Student Government Association, Vice President
Larry Pander, Fire Science Instructor/Faculty Senate Representative
Ryan Ruda, Vice President of Student Services/Athletic Director
Lecia Sims, Distance Learning & Instructional Design
Jeff Southern, IT Director
Tammy Tabor, Student Services Specialist, SGA Sponsor
Phil Terpstra, Dean of Instructional Services
Kristi Tempel, Director of Public Relations/Marketing
Dee Wigner, Executive Vice President

CALL TO ORDER:

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

HAPPENING AT GCCC:

In the absence of Dr. Swender, Executive Vice President, Dee Wigner, directed Trustee's attention to a PowerPoint presentation that represented the many activities and happenings at GCCC since the last GCCC Board of Trustee meeting. Student accomplishments, activities, campus visitors, and special events are provided monthly prior to each board meeting to give a visual update about what is happening in the GCCC campus community.

COMMENTS FROM THE CHAIR:

Chair Crist made the following comments:

- Chair Crist extended congratulations to Dr. Clint Alexander and the students of the 2016 GCCC Meats Team on their win at the Southwestern Meats contest the last weekend of January. Chair Crist went on to share that the entire team has been invited to attend the 2016 Australian Inter collegiate Meat Judging Competition July 5-9 in Wagga Wagga, New South Wales, Australia. GCCC Meats Team is the only community college that has been invited to attend this competition.
- Congratulations were also extended to John Green on his recent hiring as Athletic Director for Broncbuster Athletics and noted that Green will remain in a dual role as Athletic Director and Golf Coach.
- Chair Crist encouraged everyone in attendance to support the "Whiteout the DPAC" night at the home game on Wednesday, February 17, 2016. Crist noted that game times had changed. Women tipoff is at 6:00 p.m. and men tipoff at 8:00 p.m. Crist went on to congratulate GCCC Women's Basketball team, as they are currently ranked first in the KJCCC D1 standing with a 14-2 record.

Trustees expressed their appreciation to Dr. Herbert Swender, who is currently in Topeka attending Kansas Board of Regent meetings, for representing the Kansas Association of Community College Trustees and Kansas community colleges in his recent testimony in support of HB 2531. A strong majority of the community college presidents and trustees support HB 2531. The purpose of the bill is to give the locally elected trustees

of community colleges authority over contractual negotiations with employees. GCCC Board of Trustees support excellence in education and publicly thank and support Dr. Swender for testifying on our behalf.

OPEN COMMENTS FROM PUBLIC:

Jeremy Gigot, Executive Director of GCCC Endowment Association, took a few minutes to announce the recipients of the fall 2015 Mary Jo Williams Grants offered through the GCCC Endowment Association. Since 1989, the Trustees of the Mary Jo Williams Charitable Trust have continuously supported GCCC and the GCCC Endowment Association. The generosity of Ms. Williams and her Trustees has touched nearly every program on campus and resulted in the creation of the Mary Jo Williams Comprehensive Learning Center. This year the Trust has awarded \$86,959.26 to fund four of the grant requests that were submitted to the Trustees. This award brings the total amount received from the Mary Jo Williams Trust since 1989 to \$1,294,031.99. We are very lucky to have a benefactor that has the means and the desire to support the mission of GCCC.

These are the four requests that were funded for the Fall of 2015.

1. Trent Smith, Library Director and Janice Urie, Mary Jo Williams Tutoring Coordinator for the replacement of twenty-six (27) student computers and monitors in the Mary Jo Williams Comprehensive Learning Center.
2. Lecia Sims, Instructional Designer - Distance Learning Department and Ryan Ruda Vice-President of Instruction & Student Services for the equipment necessary to develop the Distance Learning and Instructional Design Lab.
3. Glenda Owens, Instructor – GCCC Department of Allied Health for the hospital room furnishings and equipment needed to create a new CNA training lab.
4. Larry Pander, GCCC Fire Science Instructor for the purchase of a larger-capacity air compressor and air tank filling station needed for live burn training at the GCCC fire tower.

When all of the equipment and materials have been purchased and are in place, the Trustees will be invited to campus for lunch and a tour of everything that they have provided over the last several years. This will likely occur in mid-April and I will let everyone know once the date has been finalized.

Gigot reminded Trustees that the Endowment Annual Auction is scheduled for April 1, as is the GCCC Rodeo.

Trustees thanked Gigot and the Endowment Association for all they do for Garden City Community College.

INTRODUCTION OF NEW EMPLOYEES:

No introductions were made at this time. New Employees will be presented at the March Board meeting.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Ivan Gutierrez, Vice President of Student Government Association, gave the SGA report in the absence of President, Kale Baker.

Gutierrez reported that SGA hosted the following events:

- SGA sponsored the recent blood drive by GCCC. Prizes were given to nursing and athletic training students for having the most volunteers.
- As a way for students, faculty and administration to interact and get to know one another, SGA is hosting “Tuesday Talks”. The open forum format makes it comfortable for students to ask questions of the various administrators and faculty invited to attend.

Future Events:

- SGA is working with the City of Garden City to implement a recycling program on campus.
- Breakfast Bingo is coming up in March in addition to the Green Screen project.

Chair Crist thanked Gutierrez for his report.

REPORT FROM FACULTY SENATE:

Larry Pander, Fire Science Instructor/Faculty Senate Representative, stated that Faculty Senate will be electing new members at the beginning of March. Faculty Senate was proud to have been involved in the Wellness Committee and the launch of a new full-time employee benefit GCCC will be offering to employees. GCCC contracted with New Directions to provide an Employee Assistance Program (EAP) for full-time employees and their immediate families. This program has the tools and resources designed to help you overcome life challenges that can affect your health, family life or job performance.

The Employee Assistance Program (EAP) provides free and confidential support for:

- Relationship challenges
- Legal or financial concerns
- Life changing events
- Stress
- Anxiety
- Substance dependence
- Workplace challenges.

Faculty Senate approved the following mission statement:

“The purpose of the Garden City Community College Faculty Senate is to promote professional development among faculty and to and to act as a liaison with Administration and the Board of Trustees to advocate for the interests of the teaching faculty”. The mission will be posted on the Faculty Senate website.

Pander went on to share that with the purchase of a larger-capacity air compressor the smaller compressor was given to Greely County Fire Department.

Faculty will be attending the Wichita County Senior High career day February 25.

Trustees thanked Pander for his report.

CANVAS REPORT:

Leicia Sims, Distance Learning & Instructional Design, gave a brief demonstration on the Canvas System for distance learning. Sims shared with Trustees that GCCC is currently offering seven courses through the Canvas System. Faculty training is currently taking place and Sims anticipates rolling over current hybrid classes by fall of 2016, with completion of the Distance Learning Lab by summer of 2016.

Trustees thanked Sims for her report.

HIGHER LEARNING COMMISSION OVERVIEW:

Compliance Coordinator, Melanie Hands, presented an overview on the progress of preparing for the Higher Learning Commission reaccreditation. Hands reported that the assurance argument was currently being prepared and that the HLC Committee is busy with revision and drafts. On March 9-10, Dr. Karen J. Solomon, Vice President for Accreditation Relations, will be visiting GCCC to offer insights for GCCC’s site visit in October.

Trustees thanked Hands for keeping them informed on the HLC process.

EXECUTIVE VICE PRESIDENT’S REPORT:

In the absence of Dr. Swender, Executive Vice President, Dee Wigner, gave the report.

Martin Luther King, Jr. Day Celebration:

A crowd of over 800 students, faculty, staff, and community members enjoyed listening to award winning comic, Elijah Tindall, who headlined GCCC's Martin Luther King, Jr. Day Celebration, January 18.

Building Bridges:

GCCC attended "Building Bridges II", January 21, 2016 in the courtyard at Garden City High School. The event was sponsored by the Finney County Workforce Connection. The evening workshop was designed to inform students and parents about what to expect in a job or career. Area businesses and colleges were on hand with information for students.

Australian Meats Judging Team visits GCCC:

GCCC hosted a visit recently from the Australian Meats Judging Team. The team toured Tyson Meats, Noble Dairy, and visited with Nick Chestnut, General Manager of Cattle Empire. They also toured Reeve Cattle Company and Reeve Agri-Energy.

Hi-Plains Basketball Tournament:

GCCC hosted the Hi-Plains Basketball Tournament January 21 – 23. Nine member schools: Cimarron, Elkhart, Lakin, Meade, Wichita County, Southwestern Heights, Stanton County, Sublette, and Syracuse were part of the tournament action. GCCC has been host to the boys and girls basketball tournament since 1993. The Lakin boys and Meade girls were champions of this year's Hi-Plains tourney.

Lt. Governor Visits GCCC:

GCCC was honored to have, Dr. Jeff Colyer, Kansas Lieutenant Governor, shoot the ceremonial free throw at the GCCC basketball game Saturday, January 30.

GCCC and Seward County Cheer Collaboration:

Due to the loss of Seward County Community College's cheer coach and an undermanned cheer squad the Seward team was unable to perform basic stunts and tasks at the recent GCCC/SCCC basketball game at Seward County. The GCCC team joined the Seward squad in a collaboration to cheer, stunt, and tumble. It was a hit from both sides of the gym to see brown, gold, black, and green, mixed together in the pyramids.

Congratulations:

Congratulations to Greg Greathouse for receiving the BAA Hall of Honor Inductee Award.

SGA Tuesday Talks:

On Tuesday, January 26, Dr. Swender visited with the Student Government Association and campus students. Topics included state funding, the gun bill, dress code, energy, and transferability.

GCCC/NAU Superhero Night:

National American University sponsored Superhero Night at the Wednesday, February 3 basketball game. Ten students from NAU Academic List and Dean's list were also honored.

Meats Win Again:

The GCCC Meats Team had an impressive performance at the Southwestern Meats Contest in Fort Worth Texas, Jan 31, winning by a margin of 71 points. The team placed first in Beef Grading, Beef Judging, Total Beef, Pork Judging, and 2nd in Lamb Judging and Questions.

Souper Bowl:

The GCCC Art Club and Student Support Services held their 2nd annual “Souper Bowl” to raise money for the clubs. Delicious soup made by Great Western Dining was available in handmade ceramic bowls, and prizes were raffled. Over \$900.00 was raised to support the clubs.

GCCC Athletic Director Named:

In a press conference held on Tuesday, February 17, President Dr. Herbert Swender announced John Green as the new Athletic Director at GCCC, effective immediately. Green has 28 years of experience in collegiate NJCAA athletics, was NJCAA Region V Director for 5 years, in addition to holding office of WJCAC Conference Commissioner 24 years, was Athletic Director 14 years, Supervisor of Basketball Officials for 5 years, Supervisor of Baseball Umpires for 4 years, and Golf Coach for 8 years.

Whiteout at the DPAC:

On Wednesday, February 17 fans are encouraged to wear white to participate in the Whiteout at the DPAC for Relay for Life at the men and women’s basketball games. Start times for the games have been changed. Lady Busters will take the court at 6:00 and the men will tipoff at 8:00 p.m. The first 300 fans will receive free hot dogs. Garden City Community College student-athletes will be honored for GPA achievements. The Lady Busters are currently sitting atop the KJCCC D1 standings with a 14-2 league record.

Klassen Memorial:

Plans for a memorial garden in front of Fine Arts is in the planning stages. There are several GCCC and community organizations that wish to contribute to the memorial. Plans will be brought to administration for final approval.

Honored:

First responders were honored at the GCCC basketball games on February 10. GCCC recognized all of our local heroes for all they do. Local police, sheriff, fire and EMS personnel and their families will be admitted free to the game and treated to hotdogs!

CONSENT AGENDA:

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

Chair Crist then asked for a motion approving Consent Agenda items III-A-E as presented.

Motion:

Douglass moved, seconded by Martinez to approve consent agenda items, III- A-E as presented.

Ayes: Crist, Douglass, Martinez, Neufeld, Schwartz, Worf

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (January 12, 2016)

(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, as presented

D-1 Computer and Monitor Purchase

Vendor: CDW-Government

For: 26 Computers
26 Monitors

Amount: \$22,327.50 Mary Jo Williams Charitable Trust

(Supporting documents filed with official minutes)

D-2 Allied Health Program Equipment

Vendor: Hill-Rom

For: Recline Seating Care Recliner
Four Position Recliner

Transport Stretcher

Med-Surg Hospital Bed

Bed Table

Long Term Care Bed

Med-Surg Bed

300 Wound Surface

Amount: \$24,144.36 Mary Jo Williams Charitable Trust

(Supporting documents filed with official minutes)

(E) APPROVED 2016-2017 TUITION, FEES, ROOM AND BOARD

(Supporting documents filed with official minutes)

OTHER ACTION:

(A) APPROVED ATHLETIC COMPLEX PARKING LOT AND BUS PARKING

Vendor: Lee Construction, Inc.

For: Replace the Athletic Complex Parking lot and the GCCC Bus Parking Pad

Amount: \$973,700

Motion:

Worf moved, seconded by Douglass to authorize administration to accept the proposal from Lee Construction, Inc. for \$973,700 and to enter into an agreement with Lee Construction, Inc. to replace the athletic complex parking lot and the GCCC bus parking pad.

Ayes: Crist, Douglass, Martinez, Neufeld, Schwartz, Worf

Nays: None

Motion carried: 6-0

(B) APPROVED RESOLUTION 2016-01 PURCHASE OF PROPERTY

There is an immediate need for additional student housing. Property adjacent to current college property has become available for purchase. The property located at 1803-1809 East Laurel would accommodate up to 87 students and would be available to house students beginning with the fall 2016 semester.

State statute requires a resolution of intent to finance the purchase to be adopted by the GCCC Board of Trustees. Once adopted, the resolution will then be published in the local newspaper and is subject to protest. After 30 days, the Board may take action to purchase the property.

Lease purchase payments for the property will be made from proceeds from student room and board fees.

Motion:

Douglass moved, seconded by Martinez approve Resolution 2016-01 giving notice of intent to enter into a lease purchase agreement to purchase additional student housing, not to exceed \$1,750,000.

Ayes: Crist, Douglass, Martinez, Neufeld, Schwartz, Worf

Nays: None

Motion carried: 6-0

MONITORING REPORTS and ENDS REPORTS:

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

- Monitoring Report – Annual, General Executive Constraints, #10
- Monitoring Report – Annual, Budgeting/Financial Planning/Forecasting #3
- Monitoring Report – Annual, Personal Enrichment

Trustees accepted the monitoring reports as presented.

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

- Monitoring Report – Information and Advice
- Monitoring Report – Asset Protection

No changes were recommended at this time.

FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

- Funding for the transload facility should be forth coming.
- The building bridges was a successful event.

REPORT FROM KACCT:

- KACCT is in support of HB 2531. The purpose of the bill is to give the locally elected trustees of community colleges authority over contractual negotiations with employees.

OWNERSHIP LINKAGE:

Trustees indicated that they had not received any communications.

EXECUTIVE SESSION:

There was no executive session held.

Meeting adjourned 8:06 p.m.

UPCOMING CALENDAR EVENTS:

March 14-18	Spring Break
March 25-28	Easter Break, No Classes, Campus Closed
May 6	Commencement
May 10-12	Final Exams

Debra J. Atkinson
Deputy Clerk

Dee Wigner
Executive Vice President
(In absence of Dr. Swender)

Jeff Crist
Chair of the Board

Agenda No: III-B

Date: March 8, 2016

**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 and transfers/promotions 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:



March 8, 2016

To: Board of Trustees

From: Sara Koehn, PHR, SHRM-CP, Director of Human Resources

New Hires

None

Transfers

Colin Lamb, Assistant Vice President for Student Services & Athletics to Dean of Students and Assistant Athletic Director, effective February 16, 2016

Randolph Love, Assistant Soccer Coach to Residential Life Advisor, effective March, 1, 2016

John Green, Residential Life Assistant Director/Head Golf Coach to Athletic Director/Head Golf Coach, effective February 16, 2016

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 02/29/16)

INSTRUCTOR	CLASS	AMOUNT
Bates, A'Lana 1/11-5/13/16	Intermediate English (ENGL-091-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Bates, A'Lana 1/11-5/13/16	Intermediate English (ENGL-091-91) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Bitikofer, Jan 1/11-5/13/16	Developmental Psych (EDUC-110-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Bitikofer, Jan 1/11-5/13/16	Foundations of Education (EDUC-105-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Fischer, Melanie 8/17-12/18/15	Certified Nurse Aid (HELR-1023-GC) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Fischer, Melanie 2/02-2/19/16	Certified Nurse Aid (HELR-1023-03) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Gundy, Becky 1/11-5/13/16	Substance Abuse (HPER-107-30) 2 credit hour(s) x \$500.00/hour	\$ 1,000.00
Guy, Laura 2/5/2016	Adobe Training (CONT-954-01) Non-Credit Flat Rate	\$ 150.00
Guy, Laura 2/5/2016	Adobe Training (CONT-954-01) Non-Credit 3 contact hours x \$83.33	\$ 250.00
Hands, Casey 1/11-5/13/16	Pep Band I (MUSC-137-01) (Combined w/ MUSC-138-01/237-01/238-01) 1 credit hour(s) x \$500.00/hour	\$ 500.00
Hands, Casey 1/11-5/13/16 (Team Teach w/Joe Lowry)	Band I (MUSC-120-01) (Combined w/ MUSC-121-01/210-01/211-01) .5 credit hour(s) x \$500.00/hr	\$ 250.00
Hoover, Kevin 01/16-03/04/16	CNA (HELR-1023-LK) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Hoover, Kevin 01/11-03/04/16	CNA - LAB (HELR-102L-LK) 2 credit hour(s) x \$500.00/hour	\$ 1,000.00

Hunter, Marian 02/02-02/29/16	CNA (HELR-102L-03) 2 credit hour(s) x \$500.00/hour	\$ 1,000.00
Hornbaker, Stephanie 1/11-5/13/16	Introduction to Corrections (CRIM-114-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Horton, Thomas 1/11-5/13/16	Prev & Care Ath. Injuries (HPER-211-30) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Horton, Thomas 1/11-3/04/16	College Success (PCDE-101-90) 1 credit hour(s) x \$500.00/hour	\$ 500.00
Kelch, Joey 1/11-5/13/16	CrossFit Training II (HPER-157-01) (Combined w/HPER-156-07) 1 credit hour(s) x \$500.00/hour	\$ 500.00
Kelly, Cindy 1/11-5/13/16	English I (ENGL-101-90) 3 credit hour(s) x \$625.00/hour	\$ 1,875.00
Kelly, Cindy 1/11-5/13/16	English II (ENGL-102-90) 3 credit hour(s) x \$625.00/hour	\$ 1,875.00
Kemper, Mary 1/11-5/13/16	Public Speaking (SPCH-111-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Kemper, Mary 1/11-5/13/16	Interpersonal Communication I (SPCH-113-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Koksai, Micah 1/11-5/13/16	Academic Recovery (PCDE-110-90) 1 credit hour(s) x \$500.00/hour	\$ 500.00
Lalicker, Shelli 1/11-5/13/16	Principles of Biology (BIOL-105-90) 5 credit hour(s) x \$500.00/hour	\$ 2,500.00
Landgraf, Rebecca 2/20/2016	NRA-Women on Target (CRMJ-315-01) Non Credit 5 contact hours x \$20.00/hour	\$ 100.00
Lamb, Colin Team Teach w/Ryan Ruda	Team Leading/Collab Leadership (PSYC-206-50) 1.50 credit hour(s) x \$500.00/hour	\$ 750.00
Long, Charles 1/11-5/13/16	Business Ethics (BSAD-220-30) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Long, Charles 1/11-5/13/16	International Business (BSAD-140-30) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00

Long, Charles 1/11-5/13/16	Fundamentals of Coaching Soccer (HPER-190-01) 2 credit hour(s) x \$500.00/hour	\$ 1,000.00
Lowry, Joseph 1/11-5/13/16	App Music-Keybd Instr I: Piano (MUSC-1041-01) (Combined w/ MUSC-1051-01/2051-01/2061-01) 13 students @ 200.00/student	\$ 2,600.00
Lowry, Joseph (Team Teaching w/ C. Hands) 1/11-5/13/16	Band I (MUSC-120-01) (Combined w/ MUSC-121-01/210-01/211-01) .5 credit hour(s) x \$500.00/hr	\$ 250.00
Lowry, Joseph 1/11-5/13/16	Theory of Music (MUSC-151-01) Prorate: 1/8 of 3 credit hour(s) x \$500.00/hour	\$ 187.50
Lowry, Joseph 1/11-5/13/16	Rock Ensemble (MUSC-139-01) (Combined w/MUSC-140-01) 1 credit hour(s) x \$500.00/hour	\$ 500.00
Lowry, Joseph 1/11-5/13/16	Jazz Ensemble (MUSC-124-01) (Combined w/MUSC-125-01, 218-01, 219-01) 1 credit hour(s) x \$500.00/hour	\$ 500.00
Lowry, Joseph 1/11-5/13/16	Song Writing (MUSC-109-01) (Combined w/MUSC-110-01) Prorate: 2/8 of 2 credit hour(s) x \$500.00/hour	\$ 125.00
Lowry, Joseph 1/11-5/13/16	Class Piano II (MUSC-112-01) (Combined w/ MUSC-255-01) Prorate: 5/8 of 1 credit hour(s) x \$500.00/hour	\$ 312.50
Jones, Taylor 1/11-5/13/16	Psychology of Coaching (HPER-290-31) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Johnson, Chris 1/11-5/13/16	Applied Music: Instrumental I (MUSC-102-04) (Combined w/1021-11, 1036-01, 1031-06) 4 students @ 200.00/student	\$ 800.00
Johnson, Chris 1/11-5/13/16	Music History & Appreciation (MUSC-108-30) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Johnson, Chris 1/11-5/13/16	Music History & Appreciation (MUSC-108-01) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Martin, Raechal 1/11-5/13/16	Anatomy And Physiology (BIOL-210-30) 5 credit hour(s) x \$500.00/hour	\$ 2,500.00

McFee, Dan 1/11-5/13/16	Karate/Self Defense-Adv (HPER-161A-90) Combined w/HPER 161B-91 Prorate: 4/8 of 2 credit hour(s) x \$500.00/hour	\$ 500.00
McFee, Dan 1/11-5/13/16	Karate/Self Defense-Beg (HPER-161B-90) 2 credit hour(s) x \$500.00/hour	\$ 1,000.00
Meier, Shelley 1/11-5/13/16	Observation (EDUC-1062-01) 2 credit hour(s) x \$500.00/hour	\$ 1,000.00
Meng, Jennifer 1/11-5/13/16	Intro. To Social Work (SOCJ-210-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Morphew, Jamie 2/22-2/23/16	Quickbooks Level 2 (CONT-981-01) Non Credit 16 contact hours x \$30.00/hour	\$ 480.00
Myatt, Wade 1/11-5/13/16	Outdoor Recreation (HPER-202-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Nelson, Julie 1/11-5/13/16	Art for Elementary Teachers (EDUC-202-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Neuman, Jeri 1/11-5/13/16	Anatomy & Physiology I (BIOL-211-30) 4 credit hour(s) x \$542.50/hour	\$ 2,170.00
Neuman, Jeri 1/11-5/13/16	Anatomy & Physiology I (BIOL-211-90) 4 credit hour(s) x \$542.50/hour	\$ 2,170.00
Neri, Elise 1/11-5/13/16	College Algebra (MATH-108-50) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Nichols, Kip 1/11-5/13/16	Bowling (HPER-118-90) 1 credit hour(s) x \$500.00/hour	\$ 500.00
Pollart, Susan 1/11-3/04/16	College Success (PCDE-101-02) 1 credit hour(s) x \$500.00/hour	\$ 500.00
Prewitt, Robert 2/20/2016	NRA Women on Target (CRMJ-315-01) Non Credit 10 contact hours x \$20.00/hour	\$ 200.00
Rainman, Valerie 1/11-5/13/16	Conversational Spanish (LANG-130-90) 2 credit hour(s) x \$500.00/hour	\$ 1,000.00
Routon, Timothy 1/11-5/13/16	Applied Music: Instrumental I (MUSC-1021-90) (Combined w/ MUSC-1031-90,1031-16, 2031-90) 7 students @ 200.00/student	\$ 1,400.00

Ruda, Ryan Team Teach w/Colin Lamb	Team Leading/Collab Leadership (PSYC-206-50) 1.50 credit hour(s) x \$500.00/hour	\$ 750.00
Rupp, David 1/11-5/13/16	Criminal Procedures (CRIM-110-01) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Rupp, David 1/11-2/16/16	Law Enforcement Oper & Proc (CRIM-102-01) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Rupp, David 2/23-5/12/16	Law Enforcement Capstone (CRIM-106-01) 4 credit hour(s) x \$500.00/hour	\$ 2,000.00
Salazar, Ashley 1/11-5/13/16	Aerobics; Zumba (HPER-151-01) 1 credit hour(s) x \$500.00/hour	\$ 500.00
Salazar, Ashley 1/11-5/13/16	English I (ENGL-101-60) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Salazar, Perla 1/11-5/13/16	College Algebra (MATH-108-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Spencer, Jarrod 1/11-5/13/16	Understanding New Testament (LITR-231-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Spindler, Christopher 1/11-5/13/16	Intro to Game Programming (CSCI-124-90) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Strawder, Freddie (Team Teaching w/ T. Lee)	Criminal Investigation II (CRIM-212-90) 2 credit hour(s) x \$500.00/hour	\$ 1,000.00
Terpstra, Phil 1/11-3/04/16	Intermediate Algebra (MATH-107-30) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Terpstra, Phil 1/11-3/04/16	Intermediate Algebra (MATH-107-32) 3 credit hour(s) x \$500.00/hour	\$ 1,500.00
Young, Bill (Team Teaching w/Brad Sisk) 1/11-5/13/16	Medical Emergencies (EMIC-207-90) 6 credit hour(s) x \$500.00/hour	\$ 3,000.00
	TOTAL ADJUNCT/OUTREACH FACULTY CONTRACTS	\$ 81,695.00

Agenda No: III-C

Date: March 8, 2016

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

March 2016

Purchases over \$20,000 requiring bid sheets

- Check #247644 to MCI Sales and Service Inc. for \$355,000.00 for a 56 passenger bus. This purchase was approved by the board at the November 9, 2015 board meeting.

Payments over \$20,000 not requiring bid sheets

- Check #247576 to Blue Cross and Blue Shield of Kansas for \$87,459.17 for March group health insurance premiums. .
- Check #246777 to City of Garden City for \$56,957.72 for utilities.
- Check #246778 to Commerce Bank for \$56,246.72 for various purchase card purchases.
- Check #246807 to Pearson Education for \$29,159.13 for textbooks for the bookstore.

Fiscal Year: 2016

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	8,853.00-	2,020,082.00-	2,100,000.00-	79,918.00-	3.81
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	6,080.00	270,517.43-	375,000.00-	104,482.57-	27.86
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	185.00-	89,985.00-	125,000.00-	35,015.00-	28.01
11-00-0000-00000-4006 OUTREACH CREDIT HO	0.00	2,835.00-	93,175.00-	105,000.00-	11,825.00-	11.26
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	126.00-	318,926.78-	380,000.00-	61,073.22-	16.07
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	1,920.00-	58,750.00-	57,000.00-	1,750.00	3.06-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	3,861.53-	14,236.30-	60,000.00	74,236.30	123.73
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	94.00-	73,884.00-	20,000.00-	53,884.00	269.41-
11-00-0000-00000-4014 TUITION BORDER STA	0.00	6,461.00-	213,808.00-	325,000.00-	111,192.00-	34.21
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	0.00	350.00-	15,000.00-	14,650.00-	97.67
11-00-0000-00000-4016 DROP FEE : GENERAL	0.00	1,900.00-	9,860.00-	0.00	9,860.00	0.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	675.00-	7,975.00-	10,000.00-	2,025.00-	20.25
11-00-0000-00000-4512 VENDING MACHINES :	0.00	418.52-	3,296.67-	10,000.00-	6,703.33-	67.03
11-00-0000-00000-4515 CHILD CARE FEES :	0.00	1,415.00	10,085.00-	20,000.00-	9,915.00-	49.58
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,691,376.00-	1,691,376.00-	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	5,725,038.01-	9,235,000.00-	3,509,961.99-	38.01
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	539,209.70-	740,000.00-	200,790.30-	27.13
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	7,066.63-	7,500.00-	433.37-	5.78
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	127,296.75-	160,000.00-	32,703.25-	20.44
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	49,481.67-	100,000.00-	50,518.33-	50.52
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	11,658.74-	5,000.00-	6,658.74	133.16-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	12,391.49-	20,000.00-	7,608.51-	38.04
11-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	10,000.00-	10,000.00-	100.00
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	23,114.36-	0.00	23,114.36	0.00
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	2,642.08-	0.00	2,642.08	0.00
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	155,349.12	0.00	155,349.12-	0.00
11-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	14,759.03	0.00	14,759.03-	0.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	3,999.13-	8,608.51-	20,000.00-	11,391.49-	56.96
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	1,590.00-	8,592.00-	0.00	8,592.00	0.00
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	73,294.51-	110,000.00-	36,705.49-	33.37
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	3,006.68-	14,559.46-	150,000.00-	135,440.54-	90.29
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	735.00-	10,142.58-	15,000.00-	4,857.42-	32.38
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,142,387.00	1,142,387.00	100.00
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	727,362.00-	727,362.00-	100.00
Totals for FUND: 11 - GENERAL	0.00	29,164.86-	11,319,295.52-	15,330,851.00-	4,011,555.48-	26.17

12-00-0000-00000-4002 AMMONIA REFG COUR	0.00	13,914.00-	108,474.00-	125,000.00-	16,526.00-	13.22
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	6,504.00-	310,136.00-	350,000.00-	39,864.00-	11.39
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	0.00	35.00	7,500.00-	7,535.00-	100.47
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,012,931.00-	1,012,931.00-	0.00	0.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	0.00	265,000.00-	265,000.00-	100.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,142,387.00-	1,142,387.00-	100.00
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Totals for FUND: 12 - PTE FUND	0.00	20,418.00-	1,431,506.00-	2,902,818.00-	1,471,312.00-	50.69

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	290,118.43-	470,000.00-	179,881.57-	38.27
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	27,490.09-	36,790.00-	9,299.91-	25.28
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	360.24-	378.00-	17.76-	4.70
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	6,520.99-	8,080.00-	1,559.01-	19.29
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	2,507.50-	5,010.00-	2,502.50-	49.95
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	594.39-	0.00	594.39	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	632.29-	750.00-	117.71-	15.69
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	14,983.00-	14,983.00-	100.00
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	1,175.71-	0.00	1,175.71	0.00
61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	133.97-	0.00	133.97	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	7,871.97	0.00	7,871.97-	0.00
61-00-0000-00000-4817 NEIGH REV T : GENER	0.00	0.00	748.02	0.00	748.02-	0.00
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	172,807.00	172,807.00	100.00

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Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	320,913.62-	363,184.00-	42,270.38-	11.64
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Totals for BUDGET.OFFICER: Unassigned	0.00	49,582.86-	13,071,715.14-	18,596,853.00-	5,525,137.86-	29.71
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Fiscal Year: 2016

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	9,440.67	73,213.83	117,531.00	44,317.17	37.71
DEPARTMENT: 11020 - HUMANITIES	463.21	40.84	5,423.91	1,650.00	4,237.12	256.79-
DEPARTMENT: 11021 - ENGLISH	0.00	25,694.46	208,340.21	301,791.00	93,450.79	30.97
DEPARTMENT: 11022 - SPEECH	0.00	4,592.35	47,454.27	52,863.00	5,408.73	10.23
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	117.75	706.46	220.00	486.46	221.11-
DEPARTMENT: 11025 - JOURNALISM	0.00	8,972.08	46,919.76	68,151.00	21,231.24	31.15
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	972.00	972.00	100.00
DEPARTMENT: 11030 - ART	666.58	13,524.04	86,808.45	106,063.00	18,587.97	17.53
DEPARTMENT: 11031 - DRAMA	0.00	8,840.50	52,362.92	77,930.00	25,567.08	32.81
DEPARTMENT: 11032 - VOCAL MUSIC	451.45	8,795.00	54,116.21	82,345.00	27,777.34	33.73
DEPARTMENT: 11033 - INST MUSIC	811.98	8,014.48	26,080.19	29,565.00	2,672.83	9.04
DEPARTMENT: 11040 - SCIENCE	0.00	32,870.98	194,270.60	296,151.00	101,880.40	34.40
DEPARTMENT: 11050 - MATH	0.00	17,272.39	186,620.37	330,655.00	144,034.63	43.56
DEPARTMENT: 11060 - SOCIAL SCIENCE	434.56	30,294.13	258,940.17	384,020.00	124,645.27	32.46
DEPARTMENT: 11070 - HEALTH & PHYSICAL	562.50	15,747.91	154,840.85	224,173.00	68,769.65	30.68
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	10,274.78	82,965.30	83,601.00	635.70	0.76
DEPARTMENT: 11080 - ESSENTIAL SKILLS	0.00	0.00	0.00	720.00	720.00	100.00
DEPARTMENT: 11081 - READING	0.00	2,865.36	27,861.82	34,371.00	6,509.18	18.94
DEPARTMENT: 11082 - ESL	0.00	5,624.36	39,399.20	68,631.00	29,231.80	42.59
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	703.25	23,458.86	28,940.00	5,481.14	18.94
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	1,032.97	2,582.82	5,000.00	2,417.18	48.34
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	44,514.89	13,362.18	206,390.39	413,430.00	162,524.72	39.31
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	248.00	0.00	248.00	0.00
DEPARTMENT: 12090 - BSIS COMPETITION T	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	269.13	1,377.00	1,107.87	80.46
DEPARTMENT: 41000 - LIBRARY	2,136.88	12,781.59	114,995.05	187,708.00	70,576.07	37.60
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	5,944.72	48,338.92	135,228.00	86,889.08	64.25
DEPARTMENT: 42000 - DEAN OF LEARNING S	5,317.41	23,989.45	90,805.09	853,110.00	756,987.50	88.73
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	10,343.49	42,733.72	28,687.00	14,046.72	48.96-
DEPARTMENT: 42002 - OUTREACH	21,740.00	1,968.26	86,658.78	111,566.00	3,167.22	2.84
DEPARTMENT: 42003 - FACULTY SENATE	0.00	0.00	1,305.01	0.00	1,305.01	0.00
DEPARTMENT: 42006 - DEAN OF CONT ED CO	0.00	0.00	2,319.24	0.00	2,319.24	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	1,673.45	13,475.59	132,247.15	214,711.00	80,790.40	37.63
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	13,225.00	18,935.00	5,710.00	30.16
DEPARTMENT: 50002 - EDUCATIONAL TALENT	0.00	0.00	11,907.00	11,907.00	0.00	0.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	304.47	10,494.61	93,665.48	178,714.00	84,744.05	47.42
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	4,023.63	35,507.00	62,368.00	26,861.00	43.07
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	29,392.86	210,101.91	393,430.00	183,328.09	46.60
DEPARTMENT: 50030 - ADMISSIONS	0.00	11,727.74	87,255.77	147,677.00	60,421.23	40.91
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	12,094.76	101,299.58	163,915.00	62,615.42	38.20
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	207.57	623.36	3,448.00	2,824.64	81.92
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	29.00	22,224.21	339,190.38	487,456.49	148,237.11	30.41
DEPARTMENT: 55001 - MEN'S BASKETBALL	195.00	9,190.67	86,053.44	126,655.00	40,406.56	31.90

DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	8,678.92	80,894.27	115,539.00	34,644.73	29.99
DEPARTMENT: 55003 - MEN'S TRACK	1,662.50	9,689.15	42,875.32	58,281.00	13,743.18	23.58
DEPARTMENT: 55004 - WOMEN'S TRACK	1,662.50	7,776.88	37,785.77	56,801.00	17,352.73	30.55
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	117.00	7,915.61	67,447.47	102,996.00	35,431.53	34.40
DEPARTMENT: 55006 - FOOTBALL	1,775.75	35,975.21	284,112.36	376,235.76	90,347.65	24.01
DEPARTMENT: 55007 - BASEBALL	337.00	9,938.22	84,736.92	128,093.00	43,019.08	33.58
DEPARTMENT: 55008 - VOLLEYBALL	0.00	6,704.96	64,075.26	95,641.00	31,565.74	33.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	273.00	6,947.69	56,393.72	65,618.00	8,951.28	13.64
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	4,559.91	39,979.12	44,224.00	4,244.88	9.60
DEPARTMENT: 55012 - CHEERLEADING	0.00	9,850.11	53,679.79	63,785.75	10,105.96	15.84
DEPARTMENT: 55013 - DANCE TEAM	0.00	2,619.90	23,902.00	34,782.00	10,880.00	31.28
DEPARTMENT: 55014 - RODEO TEAM	900.00	11,397.85	97,454.98	143,402.00	45,047.02	31.41
DEPARTMENT: 55015 - MEN'S GOLF	0.00	2,928.58	33,416.92	40,565.00	7,148.08	17.62
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	18,258.76	106,536.46	132,334.00	25,797.54	19.49
DEPARTMENT: 55020 - PEP BAND	310.00	3,795.37	32,295.58	53,637.00	21,031.52	39.21
DEPARTMENT: 61000 - PRESIDENT	109.00	49,871.48	340,855.90	526,647.00	185,682.10	35.26
DEPARTMENT: 61001 - BOARD OF TRUSTEES	50.00	1,847.00	6,420.70	24,840.00	18,369.30	73.95
DEPARTMENT: 61005 - ATTORNEY	0.00	1,731.00	8,347.79	35,000.00	26,652.21	76.15
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	130.43	54,969.04	747,661.53	1,660,121.00	912,329.04	54.96
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	7,974.59	70,176.17	145,701.00	75,524.83	51.84
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,976.96	31,488.06	66,433.00	34,944.94	52.60
DEPARTMENT: 62050 - ONE-TIME PURCHASES	5,966.07	0.00	279,989.49	940,000.00	654,044.44	69.58
DEPARTMENT: 63000 - INFORMATION SERVIC	3,065.00	6,063.58	75,814.57	135,393.00	56,513.43	41.74
DEPARTMENT: 64000 - INFORMATION TECHNO	11,861.89	40,436.71	386,564.27	723,898.00	325,471.84	44.96
DEPARTMENT: 65000 - CENTRAL SERVICES	1,578.38	11,223.82	79,762.91	133,298.00	51,956.71	38.98
DEPARTMENT: 66000 - MARKETING	0.00	0.00	6,890.00	0.00	6,890.00-	0.00
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	1,686.75	11,529.85	110,753.90	172,591.00	60,150.35	34.85
DEPARTMENT: 71000 - BUILDINGS	18,473.95	28,006.35	248,496.87	425,946.00	158,975.18	37.32
DEPARTMENT: 72000 - CUSTODIAL SERVICES	4,243.24	41,727.01	345,516.43	558,660.00	208,900.33	37.39
DEPARTMENT: 73000 - GROUNDS	1,942.40	14,137.32	139,155.54	253,429.00	112,331.06	44.32
DEPARTMENT: 73001 - ATHLETIC FIELDS	2,355.00	2,637.47	39,253.82	69,953.00	28,344.18	40.52
DEPARTMENT: 74000 - VEHICLES	1,171.50	363,685.93	436,687.71	385,150.00	52,709.21-	13.68-
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	14,107.26	121,845.50	191,260.00	69,414.50	36.29
DEPARTMENT: 76000 - INSURANCE	0.00	9,107.15	257,369.37	273,514.00	16,144.63	5.90
DEPARTMENT: 77000 - UTILITIES	0.00	66,877.31	494,074.91	855,000.00	360,925.09	42.21
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	76,399.54-	51,561.36-	62,000.00	113,561.36	183.16
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	2,166.00	9,020.00	6,854.00	75.99
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	9,291.00	20,502.00	33,087.00	12,585.00	38.04
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	2,918.00	4,416.00	11,000.00	6,584.00	59.85
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	117,929.00	232,508.00	156,000.00	76,508.00-	49.03-
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	42,066.00	90,573.00	55,194.00	35,379.00-	64.09-
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	7,515.00	19,407.00	0.00	19,407.00-	0.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	12,261.33	38,128.71	24,116.00	14,012.71-	58.10-
DEPARTMENT: 98001 - CHILD CARE	0.00	2,150.00	28,675.00	55,000.00	26,325.00	47.86

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FUND: 11 - GENERAL

138,972.74

1,381,617.37

8,995,031.23

15,330,851.00

6,196,847.03

40.42

Fiscal Year: 2016

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	FUND: 12 - PTE FUND	
					Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	4,335.38	32,389.32	53,077.00	20,687.68	38.98
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	1,878.60	18,436.53	25,597.00	7,160.47	27.97
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	9,137.28	76,604.33	114,187.00	37,582.67	32.91
DEPARTMENT: 12200 - ADN PROGRAM	5,187.50	16,077.33	164,926.08	285,492.50	115,378.92	40.41
DEPARTMENT: 12201 - LPN PROGRAM	0.00	20,075.73	138,163.20	233,031.56	94,868.36	40.71
DEPARTMENT: 12202 - EMT	1,552.70	9,984.71	64,789.84	104,426.00	38,083.46	36.47
DEPARTMENT: 12203 - ALLIED HEALTH	24,216.36	7,400.69	75,281.42	148,748.00	49,250.22	33.11
DEPARTMENT: 12210 - AGRICULTURE	12.48	3,965.52	33,299.44	56,356.00	23,044.08	40.89
DEPARTMENT: 12211 - ANIMAL SCIENCE	9.99	15,346.83	84,321.73	109,210.00	24,878.28	22.78
DEPARTMENT: 12212 - CULINARY PROGRAM	768.76	4,409.66	34,415.24	60,638.00	25,454.00	41.98
DEPARTMENT: 12220 - JOHN DEERE AG TECH	907.79	12,903.64	88,061.71	163,340.00	74,370.50	45.53
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	10,000.00	10,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12240 - CRIMINAL JUSTICE	862.79	5,532.23	56,994.56	84,837.00	26,979.65	31.80
DEPARTMENT: 12241 - FIRE SCIENCE	25,000.00	5,926.07	47,108.14	73,538.00	1,429.86	1.94
DEPARTMENT: 12250 - COSMETOLOGY	0.00	9,811.11	92,265.13	169,812.00	77,546.87	45.67
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	7,171.80	24,075.79	263,426.89	376,943.00	106,344.31	28.21
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	591.21	2,000.00	1,408.79	70.44
DEPARTMENT: 12273 - WELDING	6,427.60	18,267.60	126,174.57	181,861.00	49,258.83	27.09
DEPARTMENT: 42005 - DEAN OF TECHNICAL	1,500.00	11,561.23	88,060.46	571,873.94	482,313.48	84.34
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	69,750.00	69,750.00	100.00
FUND: 12 - PTE FUND	73,617.77	180,689.40	1,485,309.80	2,902,818.00	1,343,890.43	46.30

Fiscal Year: 2016

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	FUND: 14 - ADULT SUPPLEMENTARY ED	
					Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	49.14	10,005.43	42,255.37	103,094.00	60,789.49	58.97
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	10,750.00	12,087.37	1,337.37	11.06
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	5,950.20	0.00	5,950.20-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	180.00	0.00	2,143.42	1,843.55	479.87-	26.02-
DEPARTMENT: 31000 - COMMUNITY SERVICE	922.00	0.00	8,366.70	16,504.92	7,216.22	43.72
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	798.01	1,694.58	896.57	52.91
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	4,934.19	0.00	4,934.19-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	3,000.00	8,836.14	10,000.00	1,163.86	11.64
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	1,143.51	1,158.20	14.69	1.27
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	4,356.68	6,148.00	1,791.32	29.14
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	549.02	1,227.22	0.00	1,227.22-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	121.97	17,121.74	23,000.00	5,878.26	25.56
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	5,850.00	5,850.00	100.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	0.00	53.77	53.77	100.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	1,461.63	0.00	1,461.63-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	600.00	600.00	0.00	0.00
DEPARTMENT: 12273 - WELDING	0.00	0.00	11,088.33	0.00	11,088.33-	0.00

DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	172.46	0.00	172.46-	0.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	1,618.42	1,618.42	1,618.42	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	740.86-	740.86-	982.86	1,723.72	175.38
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	1,648.00	1,937.79	2,623.88	686.09	26.15
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	394.50	1,000.00	605.50	60.55
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FUND: 14 - ADULT SUPPLEMENTARY ED	1,151.14	16,201.98	124,415.45	188,259.55	62,692.96	33.30

Fiscal Year: 2016			FUND: 16 - AUXILIARY ENTITIES			
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	2,705.86	9,500.00	6,794.14	71.52
DEPARTMENT: 94000 - STUDENT CENTER	25,991.23	3,282.87	40,146.14	267,611.00	201,473.63	75.29
DEPARTMENT: 95000 - STUDENT HOUSING	4,609.00	58,029.84	1,016,247.33	2,097,589.00	1,076,732.67	51.33
DEPARTMENT: 98000 - COSMETOLOGY	2,078.66	13,257.09	79,402.22	191,032.56	109,551.68	57.35
DEPARTMENT: 97000 - BOOKSTORE	2,676.81-	83,622.03	545,872.24	1,068,000.00	524,804.57	49.14
DEPARTMENT: 91000 - ARENA	0.00	660.84	4,539.22	0.00	4,539.22-	0.00
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FUND: 16 - AUXILIARY ENTITIES	30,002.08	158,852.67	1,688,913.01	3,633,732.56	1,914,817.47	52.70

Fiscal Year: 2016			FUND: 22 - RESTRICTED GRANTS			
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	14,000.00	15,000.00	1,000.00	6.67
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	10,193.06	0.00	10,193.06-	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	861.20	861.20	5,055.00	4,193.80	82.96
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	28,212.35	125,115.11	96,902.76	77.45
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	0.00	6,614.63	6,614.63	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 14010 - AO-K	0.00	0.00	403.08	3,393.80	2,990.72	88.12
DEPARTMENT: 50000 - DEAN OF STUDENT SE	850.00	0.00	150,459.21	154,816.92	3,507.71	2.27
DEPARTMENT: 42000 - DEAN OF LEARNING S	1,492.49	0.00	1,108.77	2,742.94	141.68	5.17
DEPARTMENT: 12273 - WELDING	25,093.44	19,608.35	151,151.75	665,690.93	489,445.74	73.52
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	3,023.53	3,880.85	857.32	22.09
DEPARTMENT: 42000 - DEAN OF LEARNING S	140.90	0.00	1,617.38	1,761.25	2.97	0.17
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	3,866.36	30,379.17	26,512.81	87.27
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	17,113.07	33,194.00	16,080.93	48.45
DEPARTMENT: 14010 - AO-K	0.00	0.00	4,843.20	9,456.07	4,612.87	48.78
DEPARTMENT: 50000 - DEAN OF STUDENT SE	2.08	35,847.99	167,746.87	513,416.00	345,667.05	67.33
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	3,534.13	28,031.36	47,430.75	19,399.39	40.90
DEPARTMENT: 42005 - DEAN OF TECHNICAL	20,588.00	6,167.51	52,832.65	95,461.00	22,040.35	23.09
DEPARTMENT: 42000 - DEAN OF LEARNING S	1,485.00	7,740.11	60,485.69	104,985.25	43,014.56	40.97
DEPARTMENT: 11040 - SCIENCE	0.00	3,138.88	12,106.38	55,000.00	42,893.62	77.99
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FUND: 22 - RESTRICTED GRANTS	49,651.91	76,898.17	714,670.54	1,873,393.67	1,109,071.22	59.20

Fiscal Year: 2016				FUND: 23 - OTHER RESTRICTED FUNDS		
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	6,060.00	0.00	6,060.00-	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	4,297.86	0.00	0.00	0.00	4,297.86-	0.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	4,147.27	9,155.00	5,007.73	54.70
FUND: 23 - OTHER RESTRICTED FUNDS	4,297.86	0.00	10,207.27	9,155.00	5,350.13-	58.43-

Fiscal Year: 2016				FUND: 24 - ADULT EDUCATION		
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	137.81	1,102.43	1,516.00	413.57	27.28
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	2,850.66	4,000.00	1,149.34	28.73
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	14,398.36	79,614.58	175,216.00	95,601.42	54.56
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	978.22	1,578.11	8,653.00	7,074.89	81.76
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	16,486.72	109,079.36	137,804.00	28,724.64	20.84
DEPARTMENT: 00000 - GENERAL	0.00	0.00	37,500.00-	37,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	5,134.75	44,606.68	54,771.03	10,164.35	18.56
FUND: 24 - ADULT EDUCATION	0.00	37,135.86	201,331.82	344,460.03	143,128.21	41.55

Fiscal Year: 2016				FUND: 61 - CAPITAL OUTLAY		
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	3,084.00	0.00	216.00	363,184.00	359,884.00	99.09
FUND: 61 - CAPITAL OUTLAY	3,084.00	0.00	216.00	363,184.00	359,884.00	99.09

Fiscal Year: 2016				FUND: 71 - ACTIVITY/ORGANIZATION FD		
GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	3,388.02	40,240.15	284,811.19	495,162.69	206,963.48	41.80
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	991.50	1,000.00	8.50	0.85
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	1,000.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	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	500.00	1,000.00	500.00	50.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	1,000.00	1,000.00	0.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	913.00	1,000.00	87.00	8.70
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	983.00	1,000.00	17.00	1.70

DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	999.82	1,000.00	0.18	0.02
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	4,809.87	44,099.96	0.00	44,099.96	0.00
DEPARTMENT: 99001 - STUDENT NEWSPAPER	7,413.76	1,868.72	5,704.65	75,235.00	62,116.59	82.56
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	65.55	2,808.35	14,800.00	11,991.65	81.02
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FUND: 71 - ACTIVITY/ORGANIZATION FD	10,801.78	47,984.29	351,811.47	602,697.69	240,084.44	39.83

Fiscal Year: 2016

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	7,272.00	14,487.00	0.00	14,487.00	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	2,367.00	4,791.00	0.00	4,791.00	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	2,253.00	5,832.00	0.00	5,832.00	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	4,677.00	10,680.00	0.00	10,680.00	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	26,679.00	65,337.00	0.00	65,337.00	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	4,620.00	9,240.00	0.00	9,240.00	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	11,916.00	29,874.00	0.00	29,874.00	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	3,579.00	9,981.00	0.00	9,981.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	9,939.00	21,717.00	0.00	21,717.00	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	14,187.00	29,058.00	0.00	29,058.00	0.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	3,237.00	6,702.00	0.00	6,702.00	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	8,727.00	21,261.00	0.00	21,261.00	0.00
DEPARTMENT: 55020 - PEP BAND	0.00	1,212.00	2,424.00	0.00	2,424.00	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	4,791.00	10,623.00	0.00	10,623.00	0.00
DEPARTMENT: 11030 - ART	0.00	4,620.00	8,898.00	0.00	8,898.00	0.00
DEPARTMENT: 11031 - DRAMA	0.00	3,701.00	6,190.00	0.00	6,190.00	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	4,650.00	8,950.00	0.00	8,950.00	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	17,651.00	45,369.00	0.00	45,369.00	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	1,098.00	2,310.00	0.00	2,310.00	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	14,145.00	28,404.00	0.00	28,404.00	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	9,000.00	24,349.00	0.00	24,349.00	0.00
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	8,013.00	21,516.00	0.00	21,516.00	0.00
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FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	168,334.00	387,993.00	0.00	387,993.00	0.00

Fiscal Year: 2016

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	FUND: 73 - EDUKAN CONSORTIUM FUND Annual Budget	Available	% Avail
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	168,485.00	509,000.00	340,515.00	66.90
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FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	0.00	168,485.00	509,000.00	340,515.00	66.90

Garden City Community College
2/29/2016

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 1,622,232.02	0.0000%
State Municipal Invest. Pool	\$ 11,181.63	0.0492%
FNB of Garden City - Money Market	\$ 25,500.76	0.2500%
FNB of Garden City - Insured Cash Sweep	\$ 1,304,122.61	0.2500%
Commerce Bank - Money Market	\$ 155,689.85	0.0800%
Landmark National Bank	\$ 4,221,053.25	0.3400%
	<u>\$ 7,339,780.12</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	\$ 1,000,000.00	0.4500%	3/20/2015	3/20/2016
Western State Bank	CD	\$ 1,000,000.00	0.4500%	1/30/2015	7/30/2016
Western State Bank	CD	\$ 1,000,000.00	0.5000%	12/18/2014	12/18/2016
First National Bank of Garden City	CDARS	\$ 1,000,000.00	0.6500%	12/24/2015	12/22/2016
Commerce Bank	CD	\$ 1,000,000.00	0.7000%	2/3/2016	2/3/2017
First National Bank of Garden City	CDARS	\$ 1,000,000.00	0.7500%	12/24/2015	6/22/2017
Commerce Bank	CD	\$ 1,000,000.00	0.9000%	2/3/2016	8/3/2017
		<u>\$ 7,000,000.00</u>			
 Total		<u><u>\$ 14,339,780.12</u></u>			

Agenda No: III-D-1

Date: March 8, 2016

Topic: Spam and Malware Filter

Presenter: Dr. Herbert J. Swender

Background Information:

The current email spam and malware filter has become obsolete. Various options were researched and it was determined that the Fortinet Fortimail 1000D appliance best meets the needs of the campus. An RFP was released to known vendors and an advertisement was placed in The Garden City Telegram. No local vendor responded. Two proposals were received. It was determined the best bid was from CDW-G for \$33,500.00.

Budget Information:

General Fund
\$33,500

Recommended Board Action:

Approve purchase of the Fortinet Fortimail appliance from CDW-G for \$33,500.

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

Board Member Notes:

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

Spam and Malware Filter
Bid Tabulation Form
March 2, 2016

VENDOR	BASE BID AMOUNT
CDW-G Chicago, IL	\$33,550.00
Zones Auburn, Washington	\$40,099.21

Agenda No: III-D-2

Date: March 8, 2016

Topic: Community College Executive Forum - Educational Advisory Board

Presenter: Dr. Herbert J. Swender

Background Information:

Membership to the forum provides numerous opportunities including:

- Personalized student campus climate surveys (required by Title IX)
- Data collection for evidence required in the HLC accreditation process
- Best practices and benchmarks for business processes and enrollment management
- Strategic advice for using social media, online marketing and other emerging technologies
- Access to consultants and analysts on research projects and unique issues
- Research reports with detailed recommendations and advice on practice implementation

Terms of membership is March 15, 2016 through June 30, 2019. Annual membership is \$19,500 (pro-rated for FY16).

Budget Information:

General Fund – FY16
\$7,500

Recommended Board Action:

Authorize administration to enter into multi-year agreement with EAB for the Community College Executive Forum.

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

Board Member Notes:

February 29, 2016

 Ryan Ruda
Vice President of Student Services and Athletics
 Garden City Community College
 801 Campus Drive
 Garden City, KS 67846

Re: Letter of Agreement (“LOA”) – Community College Executive Forum

Dear Ryan:

Thank you again for the time you have afforded us to evaluate the Community College Executive Forum membership (“the **Membership**”). The Education Advisory Board, a division of The Advisory Board Company, (“**EAB**” or “**we**”) is excited about the opportunity to work with Garden City Community College (“**Member**” or “**you**”) and is submitting this document for your signature to enroll your organization as a member of the Membership.

I. Terms of Coverage

Under the terms of this LOA, EAB research, services and materials made available to you as part of the Membership, as described in the attached Summary of Services are for the sole use of Member.

II. Terms of Membership

EAB is pleased to provide the preferred Membership details outlined below, including your contribution amounts and membership dates. In addition, the Standard Terms of Membership available at www.eab.com/standardterms/pdf and incorporated herein by this reference are applicable to the Membership. EAB requests payment of the annual Membership contribution within 30 days of the start of each program year. For those organizations that prefer to spread the contribution across the year, the Advisory Board requests an additional contribution of \$1,000 to offset carrying costs of delayed invoicing.

Please note that the term of your participation in the Membership will begin on March 15, 2016 and end on June 30, 2019.

Membership	Standard Contribution	Prorated Contribution March 15, 2016 – June 30, 2016	Preferred Annual Contribution July 1, 2016 – June 30, 2019
Community College Executive Forum	\$27,500	\$5,770	\$19,500

* The annual membership fee for each membership year beyond Year 1 shall increase by five percent.

In addition, EAB will add a standard fee of \$1,500 per Membership to the annual contribution to cover the travel and administrative expenses associated with delivering (1) on-site in each year of the membership. If this LOA includes multiple Memberships, the fee will be applied for each membership that includes an on-site presentation.

III. Enrollment

To initiate your involvement as a member of the Membership under these terms of this LOA, please return a signed copy of this LOA via facsimile to our offices at 202-266-5700 (**Attn: Tonya Hare**) or e-mail to **thare@eab.com** no later than **March 15, 2016** (*after which the fees set forth above are subject to change*).

Education Advisory Board, a division
of **The Advisory Board Company**:

Garden City Community College:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Summary of Services

Community College Executive Forum

Membership Services

Community College Executive Forum membership includes complete, unlimited access to the services listed below:

In-Depth Best Practice Studies—Comprehensive reports containing detailed profiles of dozens of innovative practices and strategies, implementation road maps and advice. Member organizations have unlimited access to all Best Practice Profiles.

Strategy Reports—Condensed studies meant for broad distribution to key leadership constituencies at member universities. Strategy Reports will be available in unlimited quantity.

Dedicated Advisor—Senior member of Forum staff who will serve as primary point of contact and will facilitate service utilization and dissemination of breakthrough practice reports, tools and dashboards.

Annual President’s Roundtable—One day sessions designed for Forum staff to present the major research findings from the year and facilitate discussion amongst Presidents on how to introduce these ideas to their own organizations.

Leadership Summit—One day summits for Cabinet executives and rising leaders to review our research on selected hot topics from the current year’s research and to network with peers

Hot Topic Webinars—Hour-long educational intensives facilitated by research leaders to provide discussion and implementation support on topics covered by the Community College Executive Forum, without the burden of travel. Hot Topic Webinars are open to all staff at member institutions.

Onsite Working Session—Once each membership year, senior Forum staff will travel to a member organization to engage and enfranchise an audience of the member organizations’ choosing. During the onsite, we present the year’s breakthrough practice research or help “unpack” the practices to help put them into place at your organization.

Diagnostic Tools, Dashboards, Customizable Presentation Decks, and Implementation Toolkits—Tools, dashboards and templates accompanying Best Practice Studies for benchmarking performance, making the case for implementation, and identifying areas for future improvement.

Unlimited Access to EAB Experts—Direct and immediate access to analysts, researchers and senior consultants in the Community College Executive Forum to discuss any practice, troubleshoot problems related to implementation or run deep on unique issues. Staff is available to provide follow-up support and networking contacts, as well as share documents obtained during the course of research.

Ask EAB—Members can access a dedicated team of EAB content specialists who can track down answers to your particular questions, leveraging a combination of existing EAB research, external research sources, as well as calling on peer institutions when necessary.

Community College Insights—Weekly email sent by Forum experts showcasing ongoing research, analysis of breaking news, and overviews of important higher education trends. Available to all staff.

Online Research Database—Dedicated website for member organizations, providing full online access to the entire library of the Community College Executive Forum’s work.

**MARCH 2016 MONITORING REPORT
ANNUAL REPORT**

EXECUTIVE LIMITATIONS

General Executive Constraint's #2

ANNUAL

Page 7

An open climate in the decision-making process shall not be discouraged.

CEO's Interpretation:

Institutional and organizational success is achieved only through the results of reliable data and information which is collected seamlessly from the institution, thus affecting the decision-making process. In this president's view, an open climate institution is cultivated in various ways, including information and conversations gleaned from students, employees, board of Trustees, and community stake holders. Achieving a positive perception toward a presidential open climate environment, I believe, rests solely in the minds of the evaluator. This president encourages and provides opportunities for exchange and input at multiple levels on and off-campus.

Activities Encouraging an Open Climate culture by the president:

- All employee monthly meetings
- Faculty breakfast and lunches
- "Tuesday Talks" with Student Government Association
- Meetings with campus clubs and organizations
- Frequent meetings with Faculty Senate leadership
- President Involvement with community organizations
- MBWA—Management By Walking Around
- Attending student functions
- Attending Athletic events
- Advisory Board meetings
- State and Federal involvement regarding public policy affecting the college
- Chamber Activities
- Available via email, phone and personal visits from students, employees and constituents
- Service Club involvement
- Involvement with college's Endowment Association
- Department visits
- Interaction with area USD leadership
- Joining students and staff in cafeteria
- Comment/Suggestion box located outside the president's office

The above activities and engagements have resulted in an exchange of information and ideas campus and community-wide. On numerous occasions because of the above activities, I have perceived an institutional climate that values, appreciates and encourages meaningful communications throughout the organization. There are and will continue to be opportunities to develop even stronger linkages of decision-making awareness.

Incidental Information March 2016

Ryan Ruda, Vice President of Student Services/Athletics:

Admissions and Advising:

Still on road doing high school visits and should be finished by Spring Break
Campus visits are up over 2015.

Phone-a-thon for fall enrollment is scheduled March 1st.

Enrollment dates are set:

April 14 for GCHS

April 20 for Holcomb

Saturday, April 30

Tuesday, May 3

Monday, June 13

Thursday, July 28

Updating advising handbook to compliment the 2016-2018 GCCC catalog
Currently enrolling for summer.

Student Support Services

Student Support Services sponsored a week of activities designed to assist students to manage stress. The week's theme was "Don't Be Blue, Take Care of You!" Each day featured a way to reduce stress. Activities included "The Neuroscience of Adult Coloring Books" with free adult coloring pages, "Healthy Relationships" featuring information from the Family Crisis Center, "Proper Napping" in addition to information on how and when to take a nap students made their own sleep shades, and finally "Healthy Snacking" information was provided on Healthy Snacks. Students had an opportunity to make healthy snacks. The final event of the week was a Lunch and Learn featuring Bertha Mendoza from the K-State Extension presenting information on "How to Pack a Healthy Brown Bag Lunch."

Student Activities and Intramurals:

February 2016 activities included:

2 Make it/Take it Tuesday...S'more Stations (52 participants), Hot Glue Gun Crayon Art (18 participants)

3 GC After Hours... Grocery Bingo (37 participants), FIFA Xbox Tournament... (10 participants),

SWINTER (summer in Winter)... (40 participants)

March Upcoming Events: 2 Make It/take It Tuesdays...Wood Burning Fames/plaques and Make your own cotton (cotton candy) bunny tails

3 GC After Hours...Foosball Tournament, Bronbuster Friendly Feud, and Go Insane for Board Games w/snacks

Financial Aid

GCCC financial aid office conducted five individual 2 hour FAFSA labs at various dates/times at GCCC to help students/parents in completing the FAFSA and scholarship applications. Multiple advertisements/announcements were sent to current GCCC students and to all area HS seniors. It was also promoted through the radio, to HS counselors and the GCCC electronic board in the campus quad. Each student who attended was entered into a drawing to win a \$500 GCCC scholarship and our lucky winner is Liliana Delgado!

The attendance was great considering it was a first time event at GCCC (College Goal Sunday was

discontinued this year). A total of 24 students along with their parents attended and received assistance at the FAFSA labs. The area high school counselors and KASFSA truly appreciated our efforts with FAFSA completion. We are considering a few more FAFSA labs in the months of March and April to help students and their families understand the process, ease any frustrations and to create a cultural of applying early to prepare for college. The FAFSA labs and our office are always open to **anyone** preparing for college as a part of our community service.

Instruction

Lecia Sims is working through the State Reciprocity Authorization process and compiling the approvals for distance education per state. Additionally, additional courses have been approved to be developed for fall offering. Canvas training is ongoing and weekly trainings are occurring on different aspects.

Many faculty are busy recruiting for their programs as well as preparing for upcoming concerts and plays. The drama department will be presenting their dinner theatre March 3-6th.

Several faculty are engaged in the writing of the assurance argument for accreditation. This narrative helps to address the policies, procedures for GCCC as well as outline the learning process for HLC.

Dee Wigner, Executive Vice President:

Broncbuster Bookstore

Things at the bookstore are quieting down. We are finishing up with spring semester book returns and billing and thinking about summer already. Summer book adoptions are all entered and the ordering and buyback process will start at the end of March. Fall book adoptions are due by March 11th.

Dee and Virga are planning their trip to Houston to Camex-the bookstore trade show. We are hoping to bring home some new and fresh ideas!!

Virga is in the process of trying to determine new venues with books and pricing etc. - hoping to find a way to recapture some of the book sales that we are losing to the internet.

The bookstore staff are in the process of developing a procedure manual by recording all the processes for the store in compliance with the accreditation process. The objective is to develop a manual so that others could operate the bookstore from our procedure manuals.

We are planning a disbursement day sale on February 23 and 24th. We will also be having an Easter Egg Sale-March 23 & 24th. Pick your egg for your discount!!

Please call or email or even come and see us if you have any ideas or suggestions for the bookstore and what you would like to see in the store!!

Marketing and Public Relations

The Marketing Department has been working on press releases and publicity for several events this month. Current promotions are running for the dinner theatre production "The Death and Wake of Roi Tex" to be held March 3-6. Ads are being produced for the Endowment Auction on April 1, and PR is working with Endowment to promote the event in all media outlets, radio, TV, print, and social media. Press releases and radio announcements for the Mercer Gallery show by GCCC instructors Brian McCallum and Michael Knutson have also been sent as well as social media updates. Another press

release about the Australian visit for the GCCC meats team will be sent to inform the public of the honor, and also to help the team with fundraising for their trip.

TV Ads have been scaled back until closer to the next semester, KSN will be placing most of the schedule around the NCAA tournament at this time. A cable TV package is running on Prime Media with ads placed around the NCAA tournament that will reach some of our more rural market area in Southwest Kansas.

GCCC will be attending the Home Show March 12 and 13th put on by Western Kansas Broadcast. A schedule to man the booth will be sent out next week. Specialty items have been purchased for the booth.

An article written for the "College Bound" edition was put on the inside page of a news brochure that will go to all Wichita Metro schools as well as schools in Southwest Kansas. GCCC also purchased an ad for the Finney County Convention and Visitors Guide.

Campus Police

During the month, three campus police officers received training in CPR and First Aid through the American Heart Association. The free training was instructed by Garden City Firefighters and is required every two years.

Campus Police are preparing for a fire drill, which will be initiated in the Residential Life area. Fire drills are conducted in the housing areas each semester with the objectives of testing our alarm system, the efficiency of our students as they move to the Emergency Assembly areas and accountability of any student/personnel participating in the event. A debriefing is held with staff after each drill to discuss safety issues and areas in need of improvement.

Print Shop

Projects included new Littering/Parking tickets for Police Dept., Souper Bowl, Recruiting lanyard tags for football, Bookstore statements, Student Initiative Application (fillable fields for web posting), bloodmobile flyers, President's newsletter, FAFSA promotional materials, MLK programs, Endowment theme design, CECS Insurance postcards, billing for fall semester, President's circle brochure re-print, KanTrain logo, various ads, and photo prints. Copy center's been busy with binding, handbooks, finishing basketball programs, delivery route etc.

Compliance

Melanie Hands is working on updating accreditation documents. In addition, an Educational Opportunity Centers Program grant is being written. The purpose of the EOC Program is to assist qualified adults wanting to enter or continue to pursue a postsecondary education.

Business Office

The first day of Spring 2016 disbursement was February 22. The business office issued 630 refund checks to students for a total of \$808,676.28 for credit balances on their accounts after aid was posted. Additional aid will be posted throughout the semester.

Payroll Office

Linda Hill and Dallas Crist attended several ACA Webinars that were recommended by Ellucian to aid in the ACA 1095-C setup processes. Dee, Sara Koehn and Dallas attended a Fair Labor Standard Act

(FLSA) Webinar to begin to prepare for changes in overtime eligibility proposed by the Department of Labor. Pam Harms and Dallas met with Clint Ellis in IT to discuss methods in producing our payroll processes to meet accreditation requirements.

Dallas met with several employees who plan to retire this year to help them through the process. Dee, Sara and Dallas are working on a KPERS Working After Retirement policy and procedure in advance of the July 1, 2016 changes requiring employers to pay a penalty for any KPERS retiree working in any position for a KPERS covered institution.

Facilities

Rose Wilson has resigned effective March 4. Rose accepted a position with Sodexo. Many positive changes on campus were the result of Rose's hard work and leadership. She will be missed.

Maintenance completed a remodel of a DPAC office for Colin Lamb, as well as started on repairs in the portico hallway that sustained some water damage. We are replacing the wood trim and painting the hallway to match. Maintenance has been keeping on work orders installing projectors throughout campus.

Grounds crews are preparing areas around campus for landscaping. Irrigation and sod work will soon resume at the student housing complex. Staff have participated on fork lift training. Grounds are being prepared for softball and baseball and planning has begun for the upcoming track meet.

Custodians have been busy with event setups and the recent blood drive. Routine tasks include ordering and delivery supplies and completing help desk requests.