

March 9, 2018

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 20, 2018**. The meeting will be held in the **Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner in the **Cyber Café** next to Broncbuster Book Store, 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 (Requests to appear will be placed on a “first-come, first-served” basis. This portion of the meeting is limited to thirty minutes and shall be subject to a limitation of five minutes for each presentation with no extension of time permitted. Matters pertaining to personnel, litigation and violations of laws and ordinances are excluded from the agenda. Rules of decorum as provided in this code will be observed)
- C. President’s Report
- D. Update Athletic Department
- E. Introduction of new employees
- F. Report from Student Government Association
- G. Report from Faculty Senate

II. CONSENT AGENDA Action

- A. Approval of minutes of previous meetings (February 20, 2018).....pg. 3
- B. Approval of personnel actions-Human Resources.....pg. 10
 - B-1 Human Resources Report.....pg. 11
 - B-2 Adjunct/Outreach Contracts.....pg. 12
- C. Financial information.....pg. 27
 - C-1 Checks processed in excess of \$50,000.....pg. 28
 - C-2 Revenues.....pg. 29
 - C-3 Expenses.....pg. 31
 - C-4 Cash in Bank.....pg. 37
- D. Annual Renewal of KanRen.....pg. 38
- E. Revision of Appointments.....pg. 40

III. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS **Consensus Approval**
 - A-1a Annual, Executive Limitationspg. 41
General Executive Constraints, #1, #10
- B. Review Monitoring Report
 - B-1a Annual, Executive Limitations Personal Enrichment

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C. Board Process and Policy Governance Review

IV. OTHER:

- A. Incidental Information.....pg. 45
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT
- D. Report on HLC

V. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

April 10	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
April 13	Garden City Endowment Association Annual Auction
April 16	Residence Life Appreciation Dinner, 5:00 p.m., cafeteria
April 19, 22	Easter Break, no classes, campus closed
April 25	SGA Banquet, 5:00 p.m., Conestoga Arena, Dennis Perryman Athletic Complex
April 26	Choir Pops Concert, 7:30 p.m., Pauline Joyce Fine Arts, Auditorium
April 30	Athletic Banquet, 6:00 p.m., Conestoga Arena, Dennis Perryman Athletic Complex
May 1	Band Concert, 7:30 p.m., Pauline Joyce Fine Arts, Auditorium
May 2	GCCC Employee Retirement Reception, 2-3:30 p.m., Endowment Room, Beth Tedrow Student Center
May 3	Department of Public Safety Graduation, 5:30 p.m., Endowment Room, Beth Tedrow Student Center
May 4	GCCC Commencement, 7:00 p.m., Conestoga Arena, Dennis Perryman Athletic Complex
May 7	Rock Ensemble, 7:00 p.m., Pauline Joyce Fine Arts, Auditorium
May 8	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room

VI. EXECUTIVE SESSION

VII. ADJOURNMENT

Dr. Herbert J. Swender, Sr.
President

Steve Martinez
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 20, 2018**

Trustees Present: Merilyn Douglass, Jeff Crist, Leonard Hitz, Steve Martinez, , Blake Wasinger, Terri Worf,

Others Present: Matt Allen, Manager City of Garden City
Debra Atkinson, Deputy Clerk
Emily Biernacki, Quiz Bowl
Devyn Chapman, Phi Theta Kappa All-Kansas Academic Team
Emily Clouse, Director of Human Resources
Dallas Crist, GCCC Coordinator of Payroll
Mark Douglass, Community Member
Toni Douglass, Community Member
Rodney Dozier, GCCC Chief of Police
Callie Dyer, Community Member
Dr. Jeanie Ferguson, Instructor ESL, Quiz Bowl Advisor
Dr. Will Friesen, Instructor Science, Quiz Bowl Advisor
Andy Gough, Director of IT
Josh Harbour, *Garden City Telegram*
Sheena Hernandez/English Instructor/Faculty Senate
Eric Hollingsworth, Major, U. S. Army
Ken Hutchison, Lieutenant Colonel, U. S. Army
Santiago Kahn, KSN News
Aaron Kucherik, Secretary of GCCC Endowment Association
Colin Lamb, Dean of Student Services
Michelle McPherson, Phi Theta Kappa All-Kansas Academic Team
Jacquelyn Messinger, Dean of IEPR
Aaron Morales, Quiz Bowl
Melvin Neufeld, Community Member
Deb Nicholson, GCCC Comptroller
Chuck Pfeifer, Dean of Technical/Work Force
Lauren Rockhold, Coordinator, Student Activities, SGA Advisor
Ryan Ruda, Vice President of Instruction/Student Services
Kristi Tempel, Public Relations/Marketing
Phil Terpstra, Dean of Academics
Jonathon Welch, Quiz Bowl
Dee Wigner, Executive Vice President
Clay Woydziak, SGA President
Herbert Swender, President

CALL TO ORDER:

Chair Martinez called the regular board meeting to order at 6:00 p.m.

OPEN COMMENTS FROM PUBLIC:

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

PRESIDENT'S REPORT:

This portion of the meeting is related to student accomplishments, activities, campus visitors, and special events that have taken place in the GCCC campus community since the last Board of Trustee meeting.

Dr. Swender directed Trustee's attention to the presentation on the screen. Commercials for Welding and Industrial Maintenance, which are currently running during the Olympics, were shown to Trustees, in addition to the newest "Go" commercial promoting GCCC. Dr. Swender congratulated Kristi Tempel, GCCC Marketing and PR, for the excellent job in development and promotion of these marketing pieces.

Dr. Swender shared with Trustees that the Finney County Economic Development Corporation's Annual Meeting was held in the Beth Tedrow Student Center on January 10 and was well attended.

Dr. Swender noted that GCCC Automotive students received their Automotive Service Excellence (ASE) Certificates on January 11. Dr. Swender went on to share that ASE Student Certification is the first step in building a career as a service professional in the automotive industry.

Dr. Swender celebrated the freshly renovated EMST classroom with EMS students as they were moving into the reconditioned space on January 1.

Martin Luther King, Jr. Celebration in Conestoga Arena was held on January 15. Chief Master Sergeant Maurice L. Williams, The Command Senior Enlisted Leader for the Kansas National Guard, spoke to a packed house on the qualities of a leader. Kansas Adjutant General, Major General Lee E. Tapanelli was also an honored guest at the event.

Dr. Swender and Garden City Community College representatives traveled to the Kansas Capitol for Higher Education Days on January 18. Kristi Tempel, Director of Marketing/PR, staffed a table to promote GCCC and numerous programs that are offered. The event is a good opportunity to network with Kansas Legislators. This is the second year that the six public and nineteen community colleges have been included in Higher Education Days at the Capitol.

Dr. Swender congratulated GCCC Block and Bridle Club students, rodeo students and agriculture students for the remarkable job that they did helping with the Finney County Farm Bureau "Friends on the Farm" Day on January 19 at the Finney County Fairgrounds. Over 850 grade school students from four counties (Finney, Haskell, Gray and Kearny) participated in the event. The goal of the event is to share the importance of Agriculture in all of our lives. Students learn about machinery, conservation, animals and all of the aspects of farming. Dr. Swender went on to express his appreciation to Agriculture instructor, Cindy VenJohn, for coordinating the event.

GCCC Hosted the Hi Plains Basketball Tournament on January 18 –20. Dr Swender reported that GCCC has hosted the tournament since 1993. Area schools on hand for the tourney were Cimarron, Elkhart, Lakin, Meade, Wichita County, Southwestern Heights, Stanton County, Sublette and Syracuse.

Dr Swender reported that GCCC Bareback and Saddle Bronc Riding Clinic was held January 27-28. Former GCCC rodeo athlete and pro rodeo rider Cort Scheer was on hand to help teach at the school. Dr. Swender extended his thanks to GCCC Rodeo Coach Jim Boy Hash and Brock Baker, Assistant Rodeo Coach, for their diligence in planning and overseeing this annual event.

Dr. Swender welcomed Lakin Middle School to GCCC on January 30. Lakin Middle School students stopped by campus for a "futures" tour. Students were able to participate in classrooms learning about criminal justice, EMST, nursing, fire science, cosmetology and chemistry.

Dr. Swender reported that GCCC was pleased to host the Southwest District FFA Sales/Speech contest on January 31.

Dr. Swender noted that over 200 GCCC Student/Athletes were honored with a certificate for achieving a GPA of 3.0 or over on Athletic Academic Achievement Night at the home game vs. Independence on January 31.

Dr. Swender shared that GCCC Choral Valentine's concert was held on February 8. Clay Wright, vocal music instructor, has done a fine job growing the vocal music program and produced an excellent concert.

Dr. Swender reported that Conestoga Arena and Ron Schwartz Court Dedication was held on February 17 at home games versus Coffeyville. Dr. Swender expressed his deep appreciation to Tom Willis, Conestoga Energy Partners, for their generous gift which made the arena and floor possible. Janie Schwartz was also in attendance for the dedication ceremony.

Chair Martinez thanked Dr. Swender for his report.

INTRODUCTION OF NEW EMPLOYEES:

There were not any new employees in attendance at this meeting.

REPORT ON GARDEN CITY HOUSING:

City Manager, Matt Allen attended to present to Trustees a housing update on the Rural Housing Incentive Districts. Trustees had been previously provided with a handout that contained condensed information of the report. Allen guided Trustees through a PowerPoint presentation containing information from a Community Housing Assessment Team Study (CHAT), and the continued need for housing in the Garden City Community. The study indicated that 114 housing units were needed each year to meet the current demand for housing. Over the last 5 years, Garden City residential developments have met this recommendation at a level of 58% or an average of 66 units.

Allen also shared with Trustees information on Rural Housing Incentive Districts (RHIDs), which have been utilized in Garden City since 2012. Allen indicated that four of the 12 developed RHIDs have completed their housing developments. Allen explained that RHIDs allow developers to put in infrastructure at their expense. The property is valued before development and is the baseline for the Base Appraisal Amount. Once developed and newly assessed, the Improved Appraised Amount, which goes up over time, is marked to reimburse the developer for their infrastructure expenses. At the end of the RHID, the taxing entities will receive the Base Appraisal Amount plus the Improved Appraised Amount to create the new tax base. Allen also shared a chart showing that overall planned RHIDs were not keeping up with the overall need in Garden City. The conclusion of the study shows that RHIDs in Garden City are still a good option for developers to continue to meet the housing needs, and RHIDs provide a new tax base for Garden City and save the City from having to install costly infrastructure improvements for developments that may not get built.

Trustees thanked Allen for his report.

ARMY NATIONAL GUARD ROTC AT GARDEN CITY COMMUNITY COLLEGE:

Lieutenant Colonel, Ken Hutchison and Major Eric Hollingsworth of the U.S. Army Cadet Command shared information with Trustees about a recent Army National Guard Reserve Officer Training Corps (ROTC) designation that Garden City Community College recently received. Garden City Community College is the only two-year college in the nation recognized as an official Army ROTC site. Colonel Hutchison explained the mission of the United States Army Cadet Command and how they partner with universities to recruit, educate, develop and inspire Senior ROTC Cadets. The purpose of the program is to develop and recruit quality prospects and is currently in over 1,100 schools nationwide. The unique program at Garden City Community College offers benefits for students to take military science courses at GCCC and seamlessly transfer to the Pittsburg State University program. The unique 2+2 military linkage creates a pathway to transfer and enter as an academic junior and immediately continue pursuit of a 4-year degree and army commission. The program also offers financial benefits with ROTC Scholarships, and stipends which students may add to obtained financial aid.

Trustees expressed their appreciation to Colonel Hutchison and Major Hollingsworth for the informative report and their service to a grateful nation. In addition, they thanked General Lee Tafanelli for his vision and leadership in partnership with Dr. Swender.

GCCC ACADEMIC CHALLENGE TEAM:

Dr. Swender took this opportunity to recognize and introduce to Trustees the GCCC Academic Challenge Team and advisors, Dr. Will Friesen, and Dr. Jeannie Ferguson. The team has received a bid to the national tournament in Chicago, which is held on March 2. Only 24 teams from the country are chosen to participate in the national

tournament. The GCCC team has fifteen members, however only four members can represent the team at the National Quiz Bowl Championship. The instructors used criterion and data to choose the members who will travel to Chicago to represent Garden City Community College. The four members representing GCCC are Jonathan Welch, Aaron Morales, Caleb Ryan and Emily Biernacki.

Dr Swender and Trustees congratulated the members and advisors of the GCCC Academic Challenge Team for this significant accomplishment and thanked them for their report.

GCCC PHI THETA KAPPA STUDENTS:

Dr Swender requested that Trustees join him in congratulating two GCCC Phi Theta Kappa honor society Annual All-Kansas Academic Team students that were recently honored at a Luncheon held in Topeka. Michelle McPherson, a nursing major and Devyn Chapman, Exercise Science major both received \$1,000 scholarship at the regent university of their choice.

REPORT FROM STUDENT GOVERNMENT ASSOCIATION:

Clay Woydziak, SGA President, reported that SGA held a casino night on Thursday, February 15. Prizes, candy and a TV were given to various winners. Over 100 students were in attendance.

Woydziak stated that a future event planned by SGE is a river clean-up project in celebration of Earth Day. The event has been slated for April 21-22, volunteers are welcome. SGA will begin to advertise the event and solicit community involvement. Implementation of a bike depot is in the final stages of planning.

Trustees thanked Woydziak for his report.

REPORT FROM FACULTY SENATE:

Sheena Hernandez English Instructor/Faculty Senate President provided a written report to Trustees regarding Faculty Senate activities.

1. Faculty Professional Development interest is still strong. Four faculty members have been approved Spring 2018 for \$1030 (combined total) for two conferences, KMAT and Great Plains. Both conferences are in-state. This brings our yearly total to \$6371.37.
2. The Faculty Senate professional development survey has finished. Most faculty indicated that they would like more on-campus development opportunities dealing with pedagogy (developmental education, technique, etc.), management skills, hybrid education best practices, and technology. Faculty Senate continues to work in conjunction with Administration to provide these opportunities. One of the first opportunities takes place on February 23 and involves developmental education.
3. The first learning community of the semester deals with kinesthetic learning. Leaders for this community are Sheena Hernandez, Samantha Sanger, and Jeanie Ferguson and will focus on practices that instructors can utilize in their classrooms. The next learning community will involve Quiz Bowl, and the final one will be robots!

Trustees thanked Hernandez for her written report.

RECOGNITION OF ADMINISTRATIVE TEAM/EMPLOYEE:

Dr. Swender took this opportunity to introduce his Administrative Team to Trustees at this time.

Dee Wigner, Executive Vice President

Ryan Ruda, Vice President of Instruction/Student Services

Emily Clouse, Director of Human Resources

Colin Lamb, Dean of Student Services

Jacquelyn Messinger, Dean of IEPR

Chuck Pfeifer, Dean of Technical/Work Force

Phil Terpstra, Dean of Academics

Dr. Swender took a few moments to recognize retiring employee Executive Vice President, Dee Wigner. Ms. Wigner has been with Garden City Community College for 22 years with the past seven years serving as Executive Vice President. This will be Wigner's last board meeting during her tenure at GCCC. Dr. Swender

noted Wigner is the finest Chief Financial Officer that he has had the pleasure of working with in the 19 years he has served as a college President. Dr. Swender, Trustees, and GCCC employees thanked Dee Wigner for her dedication and service to Garden City Community College.

CONSENT AGENDA:

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

Chair Martinez then asked for a motion approving consent agenda items II A-E.

Motion:

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

Ayes: Crist, Douglass, Hitz, Martinez, Wasinger, Worf

Nays: None

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (January 9, 2018)

(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 PNEUMATIC TRAINING MATERIALS AND EQUIPMENT, as presented

The Industrial Maintenance Training Program is provided through the Kansas Technical Re/training Among Industry-targeted Networks (KanTRAIN) grant project awarded by the U.S. Department of Labor's Trade Adjustment Assistance Community College and Career Training program. Prior to the start of classes later this month, it is necessary to upgrade training materials and equipment to meet industry needs as follows:

- Pneumatic upgrade to the blue-line trainers and MecLab will be used in the pneumatic, electro-pneumatic, plc and advanced plc courses.
- AC/DC trainer to be used in the Electrical 1, Electrical 2, Electrical Motor Controls, and Advanced Electric Motor control courses.

(Supporting documents filed with official minutes.)

(E) APPROVED 2018-2019 TUITION, FEES, ROOM AND BOARD, as presented

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORTS:

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

- Bi-Annual, Executive Limitations, Asset Protection #5
- Bi-Annual, Executive Limitations, Essential Skills
- Annual, Executive Limitations, Personal Enrichment

Trustees agreed to accept the monitoring report as presented.

REVIEW OF MONITORING REPORT:

Trustees reviewed the following monitoring reports:

- Annual, Executive Limitations, Information and Advice
- Annual, Executive Limitations, Asset Protection

BOARD PROCESS AND POLICY GOVERNANCE REVIEW:

Policy Governance Officer, Dr. Marilyn Douglass asked Trustees to turn to page 22 in their Policy Governance Handbook to review Annual Board Planning Cycle and page 23,24 to review Board Members' Code of Conduct. No changes were recommended.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Chair Martinez reported the following:

- Martinez reported that FCEDC is working with a public/private client on a restaurant with possibility of opportunities for culinary arts training.
- FCEDC continues to explore housing opportunities with local landowners.
- FCEDC is working with developers of the STAR Bond project.
- Training programs at GCCC and Garden City high school continue to be of importance.
- Daycare remains a top priority for FCEDC.
- "Maker Space", a place for community members to hone their creative skills, is moving forward nicely.
- FCEDC leadership attended a Dairy Expo to explore opportunities for the dairy industry in this area.

REPORT FROM KANSAS ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Trustee Crist reported the following:

- Last month's meeting was to honor community college Phi Theta Kappa students. GCCC students, Michelle McPherson, a nursing major and Devyn Chapman, Exercise Science major both received \$1,000 scholarship at the regent university of their choice.
- The next KACCT meeting will be in Kansas City, Kansas in June.

REPORT ON Higher Learning Commission:

Ryan Ruda, Vice President of Instruction/Student Services, reported that work was finishing up on division plans. Individual department plans are complete and department plans will be brought together to create an overall college plan. Work continues on catalog updates that align degree paths and curriculum for transfer. The college will implement assessment software to track course and programs outcomes and to help analyze data. The implementation of the software will take place this spring. Faculty will attend a workshop on developmental education.

OWNERSHIP LINKAGE:

Finney County Health Coalition contacted trustees regarding a tobacco free environment at GCCC. Ryan Ruda, Vice President of Instruction/Student Services, spoke with Student Government Association regarding this issue. SGA was appreciative of the information; however, they indicated that at the present time their focus is the river clean up initiative.

CALENDAR DATES:

Chair Martinez reviewed calendar dates and noted that the March 13, 2018 GCCC Board of Trustee meeting will be moved to March 20, 2018. Meeting will take place at 6:00 p.m. in the Endowment Room of the Beth Tedrow Student Center.

EXECUTIVE SESSION:

Motion:

Douglass moved, seconded by Wasinger to recess for a five-minute break at 7:45 p.m. and reconvene into executive session at 7:50 p.m., to discuss confidential employee information pursuant to the open meetings exception for personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy and that President Swender be included. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in 15 minutes.

Ayes: Crist, Douglass, Hitz, Martinez, Wasinger, Worf

Nays: None

Motion carried: 6 -0

Board recessed into executive session at 7:50 p.m.

Included in Executive Session:

GCCC Board of Trustees
Dr. Herbert J. Swender, President

Board reconvened into regular session at 8:05 p.m.

No official action was taken.

ADJOURNMENT:

Motion:

Wasinger moved, seconded by Worf, to adjourn the February 20, 2018 Garden City Board of Trustee meeting.

Ayes: Crist, Douglass, Hitz, Martinez, Wasinger, Worf

Nays: None

Motion carried: 6-0

Meeting adjourned at 8:06 p.m.

UPCOMING CALENDAR EVENTS:

March 30-April 2	Campus Closed, No Classes, Easter Break
April 10	Board of Trustee Meeting 6:00 p.m., Beth Tedrow Student Center, Endowment Room
April 13	Annual Endowment Association Auction
April 25	SGA Awards Banquet, 5:00 pm, Conestoga Arena
April 30	Athletic Banquet, 6:00 pm, Conestoga Arena
May 2	Retirement Reception Faculty/Staff, 2-3:30 pm, Endowment Room
May 3	DPS Graduation, 5:30 pm, Endowment Room
May 4	GCCC Commencement 7:00 pm, Conestoga Arena

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Steve Martinez
Chair of the Board

Agenda No: II-B

Date: March 20, 2018

**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 7, 2018

To: Board of Trustees
From: Alexis Saenz, Human Resources Assistant

New Hires

Peter Collins, Assistant Football Coach, effective, February 12, 2018
Jonathan Clark, Assistant Football Coach, effective, February 23, 2018
Anthony “Tom” Leogrande, Assistant Football Coach, effective, February 26, 2018
Casey Walker, Assistant Football Coach, effective, February 26, 2018
Xavier Adibi, Assistant Football Coach, effective, February 26, 2018

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 3/06/2018)

INSTRUCTOR	CLASS	AMOUNT
ADJUNCT FACULTY CONTRACTS		
Almos, Sandra	Exceptional Children SPED-203-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$ 1,500.00
Atchley, Beth	Intermediate Algebra MATH-107-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$ 1,500.00
Brockmeier, Allen	Applied Music: Instrumental II MUSC-1031-11 - 1.00 credit hour(s) \$200.00/student X 2 students = \$400.00 1/09/2018 - 5/11/2018	\$ 400.00
Brockmeier, Allen	Applied Music: Instrumental III MUSC-2031-11 - 1.00 credit hour(s) \$200.00/student X 1 students = \$200.00 1/09/2018 - 5/11/2018	\$ 200.00
Brockmeier, Allen	Percussion Ensemble MUSC-158-90, 163-90, 208-90, 227-90 - 1.00 credit hour(s) Master Slave -Percussion Ensemble I, II, III, IV 1.00 credit hour(s) X \$500.00 = \$500.00 1/09/2018 - 5/11/2018	\$ 500.00
Carmichael, Renee	Music History and Appreciation MUSC-108-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$ 1,500.00
Carmichael, Renee	Music History and Appreciation MUSC-108-31 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$ 1,500.00
Carr, Stacey	Public Speaking SPCH-111-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$ 1,500.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS
 (Presented to Board of Trustees for Approval 3/06/2018)**

Dozier, Rodney	Criminal Procedures CRIM-110-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Glenn, Skyler	Beef Production ANSI-105-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Glenn, Skyler	Beef Production ANSI-105-31 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Glenn, Skyler	Commercial Feedlot Operations ANSI-104-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00
Glenn, Skyler	Farm Animal Reproduction ANSI-111-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Glenn, Skyler	Farm Animal Reproduction Lab ANSI-1110-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00
Gumz, Patrick	Elementary Ethics PHIL-102-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Gumz, Patrick	Introduction to Philosophy PHIL-101-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 3/06/2018)

Gundy, Rebecca	College Success PCDE-101-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00
Hands, Casey	Band Master Slave Band I, II, III, IV MUSC-120-01, 121-01, 210-01, 211-01 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00
Hands, Casey	Woodwind Choir Master Slave Woodwind Choir I, II, IV MUSC-159-01,164-01, 228-01 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00
Hands, Casey	Brass Choir Master Slave Brass Choir II, III, IV MUSC-162-90, 207-90, 226-90 1.00 credit hour(s) x \$500.00 = \$500.00 01/09/2018 – 05/11/2018	\$	500.00
Hands, Melanie	American Government POLS-105-GC - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/8/2018 - 5/24/2018	\$	1,500.00
Horton, Thomas	Athletic Training Practicum HPER-212-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00
Johnson, Christopher	Applied Music: Instrumental I MUSC-1021-06 – 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 01/09/2018 – 05/11/2018	\$	200.00
Johnson, Christopher	Applied Music: Instrumental I MUSC-1021-08 – 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 01/09/2018 – 05/11/2018	\$	200.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 3/06/2018)

Johnson, Christopher	Applied Music: Instrumental I MUSC-1021-10 – 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 01/09/2018 – 05/11/2018	\$	200.00
Johnson, Christopher	Applied Music: Instrumental II MUSC-103-06 – 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 01/09/2018 – 05/11/2018	\$	200.00
Johnson, Christopher	Applied Music: Instrumental II MUSC-1031-08 – 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 01/09/2018 – 05/11/2018	\$	200.00
Johnson, Christopher	Applied Music: Instrumental IV MUSC-2041-08 – 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 01/09/2018 – 05/11/2018	\$	200.00
Johnson, Christopher	Jazz Ensemble Master Slave Jazz Ensemble I, II, IV MUSC-124-02, 125-01, 125-02, 219-02 1.00 credit hour(s) x \$500.00 = \$500.00 01/09/2018 – 05/11/2018	\$	500.00
Johnson, Christopher	Theory of Music II MUSC-151-01 – 3.00 credit hour(s) 3.00 credit hour(s) x \$500.00 = \$1,500.00 01/09/2018 – 05/11/2018	\$	1,500.00
Johnson, Christopher	Aural Skills II MUSC-153-30 – 2.00 credit hour(s) 2.00 credit hour(s) x \$500.00 = \$1,000.00 01/09/2018 – 05/11/2018	\$	1,000.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS
 (Presented to Board of Trustees for Approval 3/06/2018)**

Johnson, Christopher	Aural Skills IV MUSC-253-30 – 2.00 credit hour(s) 2.00 credit hour(s) x \$500.00 = \$1,000.00 01/09/2018 – 05/11/2018	\$	1,000.00
Johnson, Makenzi	Applied Music : Instrumental I MUSC-102-04 - 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 1/9/2018 - 5/11/2018	\$	200.00
Johnson, Makenzi	Applied Music : Instrumental II MUSC-103-03 - 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 1/9/2018 - 5/11/2018	\$	200.00
Johnson, Makenzi	Applied Music : Instrumental II MUSC-1031-03 - 1.00 credit hour(s) \$200.00/student X 2 students = \$400.00 1/9/2018 - 5/11/2018	\$	400.00
Johnson, Makenzi	Applied Music : Instrumental II MUSC-1031-04 - 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 1/9/2018 - 5/11/2018	\$	200.00
Johnson, Makenzi	Applied Music : Instrumental IV MUSC-2041-01 - 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 1/9/2018 - 5/11/2018	\$	200.00
Johnson, Makenzi	Applied Music : Instrumental IV MUSC-2041-04 - 1.00 credit hour(s) \$200.00/student X 2 student = \$400.00 1/9/2018 - 5/11/2018	\$	400.00
Kelch, Joey	Master Slave CrossFit Training I & II HPER-156-01 & HPER-127-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 3/06/2018)

Keller, Patricia	Basic English *** ENGL-090-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2018 - 5/11/2018	\$	1,500.00
Keller, Patricia	English I ENGL-101-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Keller, Patricia	Intermediate English *** ENGL-091-37 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Koksal, Micah	Academic Recovery & Success PCDE-110-91 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/22/2018 - 5/11/2018	\$	500.00
Lebron, Daniel	Introduction to Programming CSCI-102-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Lebron, Daniel	Programming in Visual Basic CSCI-103-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Lowry, Joseph	Applied Music-Keyboards Instr I MUSC-104-01 – 1.00 credit hour(s) \$200.00/student X 4 students = \$800.00 01/09/2018 – 05/11/2018	\$	800.00
Lowry, Joseph	Appl Music-Keyboards Instr II MUSC-105-01 – 1.00 credit hour(s) \$200.00/student X 2 students = \$400.00 01/09/2018 – 05/11/2018	\$	400.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 3/06/2018)

Lowry, Joseph	Applied Music-KeyBoard Instr I MUSC-1041-01 – 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 01/09/2018 – 05/11/2018	\$	200.00
Lowry, Joseph	Appl Music-KeyBoard Instr II MUSC-1051-01 – 1.00 credit hour(s) \$200.00/student X 1 student = \$200.00 01/09/2018 – 05/11/2018	\$	200.00
Lowry, Joseph	Class Piano Master Slave Class Piano I, II, IV MUSC-111-01, 112-01, 255-01 1.00 credit hour(s) x \$500.00 = \$500.00 01/09/2018 – 05/11/2018	\$	500.00
Lowry, Joseph	Jazz Ensemble Master Slave Jazz Ensemble I, II, III, IV MUSC-124-01, 125-01, 218-01, 219-01 1.00 credit hour(s) x \$500.00 = \$500.00 01/09/2018 – 05/11/2018	\$	500.00
Lowry, Joseph	Rock Ensemble 1.00 credit hour(s) Master Slave Rock Ensemble I, II, IV MUSC-139-90, 140-90, 240-90 1.00 credit hour(s) x \$500.00 = \$500.00 01/09/2018 – 05/11/2018	\$	500.00
Lowry, Joseph	Audio Engineering I MUSC-156-01 – 3.00 credit hour(s) 1/8 of 3.00 credit hour(s) x \$500.00 = \$187.50 01/09/2018 – 05/11/2018	\$	187.50
Lowry, Joseph	Audio Engineering II MUSC-166-90 – 3.00 credit hour(s) 1/8 of 3.00 credit hour(s) x \$500.00 = \$187.50 01/09/2018 – 05/11/2018	\$	187.50
Martinez, Hector	IT Essentials: Software (A+) CSCI-126-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 3/06/2018)

McFee, Dan	Master Slave Defensive Tactics/Karate-Adv,Karate/Self Defense (Adv/Beg) CRIM-100A-90 - 2.00 credit hour(s) (Monday) HPER-161A-90, HPER-161B-91 - 2.00 credit hour(2) 2.00 credit hour(s) X \$500.00 = \$1000.00 1/9/2018 - 5/11/2018	\$	1,000.00
McFee, Dan	Karate/Self Defense (Beg) HPER-161B-90 - 2.00 credit hour(s) (Tuesday) 2.00 credit hour(s) X \$500.00 = \$1000.00 1/9/2018 - 5/11/2018	\$	1,000.00
Meier, Shelley	Observation EDUC-1062-01 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 1/9/2018 - 5/11/2018	\$	1,000.00
Mitchell, Charinee	Recreation for Spec. Pops HPER-203-30 - 3.00 credit hour(s) 5/8 of 3.00 credit hour(s) X \$500.00 = \$937.50 1/9/2018 - 5/11/2018	\$	937.50
Morris, Courtney	Intermediate English *** ENGL-091-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Neri, Elise	Beginning Algebra MATH-106-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Nichols, Kip	Bowling HPER-118-90 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00
Rainman, Valerie	Spanish Comp. and Conversation LANG-201-90 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 1/9/2018 - 5/11/2018	\$	1,000.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 3/06/2018)

Reisch, Angie	Principles of Biology BIOL-105-90 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 1/9/2018 - 5/11/2018	\$	2,500.00
Roush, Stephanie	Introduction to Corrections CRIM-114-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Routon, Timothy	Applied Music: Instrumental I MUSC-1021-90 - 1.00 credit hour(s) \$200.00/student X 5 students = \$1000.00 1/9/2018 - 5/11/2018	\$	1,000.00
Routon, Timothy	Applied Music: Instrumental II MUSC-1031-90 - 1.00 credit hour(s) \$200.00/student X 6 students = \$1200.00 1/9/2018 - 5/11/2018	\$	1,200.00
Routon, Timothy	Applied Music: Instrumental III MUSC-2031-90 - 1.00 credit hour(s) \$200.00/student X 2 students = \$400.00 1/9/2018 - 5/11/2018	\$	400.00
Saddler, Dru	American History Since 1865 HIST-104-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Wenzel, Leslie	Academic Recovery & Success PCDE-110-90 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 3/06/2018)

Wenzel, Leslie	College Success PCDE-101-90 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/9/2018 - 5/11/2018	\$	500.00
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Wenzel, Leslie	College Success PCDE-101-50 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 1/22/2018 - 5/11/2018	\$	500.00
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TOTAL ADJUNCT FACULTY CONTRACTS	\$	60,912.50
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ONLINE ADJUNCT FACULTY CONTRACTS

Acevedo, Naysha	Team Leading /Collab Leadership PSYC-206-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2018 - 05/11/2018	\$	1,500.00
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Albert, Kathleen	Public Speaking SPCH-111-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 5/11/2018	\$	1,500.00
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Albert, Kathleen	Public Speaking SPCH-111-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 5/11/2018	\$	1,500.00
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Albert, Kathleen	Interpersonal Communications I SPCH-113-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2018 - 05/11/2018	\$	1,500.00
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Arandia, Mark	Elementary Ethics PHIL-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 05/11/2018	\$	1,500.00
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**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 3/06/2018)

Bergan, Nicholas	Principles of Econ: Macro ECON-111-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2018 - 05/11/2018	\$	1,500.00
Breen, Michael	American Government POLS-105-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2018 - 05/11/2018	\$	1,500.00
Eldridge, Ronda	Today's Music MUSC-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 5/11/2018	\$	1,500.00
Eldridge, Ronda	Music History & Appreciation MUSC-108-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 5/11/2018	\$	1,500.00
Estes, Brittany	English II ENGL-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 5/11/2018	\$	1,500.00
Hays, David	Intermediate Algebra MATH-107-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 5/11/2018	\$	1,500.00
Hays, David	College Algebra MATH-108-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 5/11/2018	\$	1,500.00
Kaster, Kent	American History Since 1865 HIST-104-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2018 - 5/11/2018	\$	1,500.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS
 (Presented to Board of Trustees for Approval 3/06/2018)**

Komm, Adam	Introduction to Business BSAD-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2019 - 5/11/2018	\$	1,500.00
Komm, Michelle	Anatomy & Physiology I BIOL-211-50 - 4.00 credit hour(s) 4.00 credit hour(s) X \$500.00 = \$2000.00 1/9/2018 - 5/11/2018	\$	2,000.00
Komm, Michelle	Anatomy & Physiology II BIOL-212-50 - 4.00 credit hour(s) 4.00 credit hour(s) X \$500.00 = \$2000.00 1/9/2018 - 5/11/2018	\$	2,000.00
Komm, Michelle	Basic Nutrition HMEC-115-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Meier, Shelley	Foundations of Education EDUC-105-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Morgan, Linda	Criminal Law CRIM-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 1/09/2018 - 5/11/2018	\$	1,800.00
Morgan, Linda	Sex Crimes CRIM-219-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 1/09/2018 - 5/11/2018	\$	1,800.00
Neri, Elise	Beginning Algebra MATH-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 5/11/2018	\$	1,500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 3/06/2018)

Reinke, Gary	International Business BSAD-140 50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2018 - 5/11/2018	\$	1,500.00
Robinson, Mark	Introduction to Sociology SOCI-102-52 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Robinson, Mark	Sociology of Families SOCI-113-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Simmons, John	Principles of Biology BIOL-105-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 1/9/2018 - 5/11/2018	\$	2,500.00
Stevenor, Jane	English I ENGL-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Stevenor, Jane	English II ENGL-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Stevenor, Jane	Understanding Old Testament LITR-230-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/9/2018 - 5/11/2018	\$	1,500.00
Tangumokem, Eric	Physical Geology PHSC-205-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2018 - 5/11/2018	\$	1,500.00

**GARDEN CITY COMMUNITY COLLEGE
 ADJUNCT/OUTREACH FACULTY CONTRACTS**
 (Presented to Board of Trustees for Approval 3/06/2018)

Terrell, Amanda	History of World Art ARTS-121-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/22/2018 - 5/11/2018	\$	1,500.00
Vadapally, Praveen	General Chemistry CHEM-105-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 1/09/2018 - 5/11/2018	\$	2,500.00
Vadapally, Praveen	Astronomy, Descriptive PHSC-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 1/09/2018 - 5/11/2018	\$	1,500.00
TOTAL ONLINE ADJUNCT FACULTY CONTRACTS		\$	51,600.00

NON-CREDIT CLASS CONTRACTS

Douglas, Lucille	Kansas conceal and carry CRMJ-300-01 NON-CREDIT – 3 hours 3 contact hour(s) @ \$30.00= \$90.00 03/03/2018 – 03/03/2018	\$	90.00
Homm, Mike	Kansas conceal and carry CRMJ-300-01 NON-CREDIT – 4 hours 4 contact hour(s) @ \$30.00= \$120.00 03/03/2018 – 03/03/2018	\$	120.00
Lappin, Jerry	Kansas conceal and carry CRMJ-300-01 NON-CREDIT – 4 hours 4 contact hour(s) @ \$30.00= \$120.00 03/03/2018 – 03/03/2018	\$	120.00
Prewitt, Robert	Kansas Conceal and Carry CRMJ-300-01 NON-CREDIT –10 hours 10 contact hour(s) @ \$30.00 = \$300.00 03/03/2018 – 03/03/2018	\$	300.00
TOTAL NON-CREDIT CLASS CONTRACTS		\$	630.00

**GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS**
(Presented to Board of Trustees for Approval 3/06/2018)

SERVICE CONTRACTS - ADJUNCT FACULTY

Fisher, Melanie	Certified Nurse Aid HELR-1023-GD - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1,500.00 10/09/2017-12/08/2017	\$ 1,500.00
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TOTAL SERVICE CONTRACTS - ADJUNCT FACULTY	\$ 1,500.00
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Agenda No: II-C

Date: March 20, 2018

Topic: Financial Information

Presenter: Dr. Herbert J. Swender

Background Information:

Presentation of monthly financial documents:

- Checks over \$50,000
- 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 \$50,000

March 2018

Purchases over \$50,000 requiring bid sheets

- None

Payments over \$50,000 not requiring bid sheets

- Check #261459 to City of Garden City for \$53,569.93 for monthly utilities.
- Check #261460 to Commerce Bank for \$52,262.88 for various purchase card purchases.
- Check #262188 to Blue Cross and Blue Shield of Kansas for \$95,737.43 for March employee health insurance premiums.

Fiscal Year: 2018

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	3,067.75	1,973,871.75-	2,450,000.00-	476,128.25-	19.43
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	3,680.00	348,576.00-	350,000.00-	1,424.00-	0.41
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	552.00	93,682.00-	156,676.00-	62,994.00-	40.21
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	1,192.58	481,093.87-	480,000.00-	1,093.87	0.22-
11-00-0000-00000-4008 TECHNOLOGY FEE-O :	0.00	0.00	0.00	0.00	0.00	0.00
11-00-0000-00000-4011 MISC STUDENT BILL	41.25	1,797.95-	2,523.64-	50,000.00	52,482.39	104.96
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	109,322.00-	125,000.00-	15,678.00-	12.54
11-00-0000-00000-4014 TUITION BORDER STA	0.00	975.00-	237,352.50-	250,000.00-	12,647.50-	5.06
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	1,264.00	246,432.20-	195,000.00-	51,432.20	26.37-
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	2,550.00-	11,700.00-	15,000.00-	3,300.00-	22.00
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	2,302.00	202,043.64-	0.00	202,043.64	0.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	0.00	23,956.99-	17,500.00-	6,456.99	36.89-
11-00-0000-00000-4512 VENDING MACHINES :	0.00	291.03-	3,441.41-	6,000.00-	2,558.59-	42.64
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,623,721.00-	1,623,721.00-	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	5,818,145.65-	9,452,140.00-	3,633,994.35-	38.45
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	580,747.48-	729,883.00-	149,135.52-	20.43
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	7,789.33-	8,138.00-	348.67-	4.28
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	111,520.64-	136,633.00-	25,112.36-	18.38
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	72,150.23-	144,286.00-	72,135.77-	49.99
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	12,187.46-	12,000.00-	187.46	1.55-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	11,483.18-	16,000.00-	4,516.82-	28.23
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	30,508.61-	85,000.00-	54,491.39-	64.11
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	2,573.86-	3,500.00-	926.14-	26.46
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	79,903.68	150,000.00	70,096.32	46.73
11-00-0000-00000-4817 NEIGH REV T : GENER	0.00	0.00	18,038.00	150,000.00	131,962.00	87.97
11-00-0000-00000-4902 INTEREST INCOME :	0.00	15,779.31-	76,255.34-	50,000.00-	26,255.34	52.50-
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	10,296.00-	45,000.00-	34,704.00-	77.12
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	53,588.59-	125,000.00-	71,411.41-	57.13
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	2,542.11-	25,232.04-	100,000.00-	74,767.96-	74.77
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	1,162.31-	7,180.63-	15,000.00-	7,854.37-	52.36
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,241,878.00	1,241,878.00	100.00
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Totals for FUND: 11 - GENERAL	76.25	13,039.38-	12,079,434.36-	14,999,599.00-	2,920,240.89-	19.47
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12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	20,359.00-	190,693.15-	225,000.00-	34,306.85-	15.25
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	1,625.00	248,691.69-	263,324.00-	14,632.31-	5.56
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	2,040.00-	39,264.00-	30,000.00-	9,264.00	30.87-
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	972,414.00-	972,414.00-	0.00	0.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	41,197.00-	80,000.00-	38,803.00-	48.50
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,241,878.00-	1,241,878.00-	100.00
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Totals for FUND: 12 - PTE FUND	0.00	20,774.00-	1,492,259.84-	2,812,616.00-	1,320,356.16-	46.94

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	298,344.33-	477,343.00-	178,998.67-	37.50
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	29,429.55-	31,173.00-	1,743.45-	5.59
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	394.70-	412.00-	17.30-	4.20
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	5,655.08-	6,912.00-	1,256.92-	18.18
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	3,645.95-	7,299.00-	3,653.05-	50.05
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	617.62-	0.00	617.62	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	581.93-	750.00-	168.07-	22.41
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	1,545.28-	5,000.00-	3,454.72-	69.09
61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	130.20-	0.00	130.20	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	4,042.17	15,000.00	10,957.83	73.05
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	912.47	0.00	912.47-	0.00
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	236,111.00-	236,111.00-	100.00
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Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	335,390.00-	750,000.00-	414,610.00-	55.28
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Totals for BUDGET.OFFICER: Unassigned	76.25	33,813.38-	13,907,084.20-	18,562,215.00-	4,655,207.05-	25.08

Fiscal Year: 2018

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	17,879.24	142,114.44	209,320.00	67,205.56	32.11
DEPARTMENT: 11020 - HUMANITIES	182.95	506.75	30,828.35	1,650.00	29,361.30-	779.46-
DEPARTMENT: 11021 - ENGLISH	0.00	27,705.02	217,788.68	342,565.00	124,776.32	36.42
DEPARTMENT: 11022 - SPEECH	0.00	6,436.03	60,445.77	69,531.00	9,085.23	13.07
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	3,229.50	0.00	3,229.50-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	1,614.75	0.00	1,614.75-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	5,979.45	36,965.16	51,990.00	15,024.84	28.90
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 11030 - ART	9,379.84	17,212.59	101,681.78	143,688.00	32,626.38	22.71
DEPARTMENT: 11031 - DRAMA	0.00	8,320.76	49,259.22	79,633.00	30,373.78	38.14
DEPARTMENT: 11032 - VOCAL MUSIC	319.26	7,870.81	54,728.04	84,860.00	29,812.70	35.13
DEPARTMENT: 11033 - INST MUSIC	0.00	16,135.71	93,541.77	98,249.00	4,707.23	4.79
DEPARTMENT: 11040 - SCIENCE	25,690.65	27,001.18	224,785.71	335,591.00	85,114.64	25.36
DEPARTMENT: 11050 - MATH	0.00	25,059.95	195,465.39	275,490.00	80,024.61	29.05
DEPARTMENT: 11060 - SOCIAL SCIENCE	366.50	32,976.34	274,553.73	379,168.00	104,247.77	27.49
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	6,061.08	62,360.93	58,438.00	3,922.93-	6.70-
DEPARTMENT: 11071 - WELLNESS--SUPER CIR	0.00	5,352.38	44,328.14	78,710.00	34,381.86	43.68
DEPARTMENT: 11081 - READING	0.00	5,053.40	43,933.49	59,536.00	15,602.51	26.21
DEPARTMENT: 11082 - ESL	0.00	6,261.46	43,371.26	72,280.00	28,908.74	40.00
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	0.00	20,392.35	20,000.00	392.35-	1.95-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	2,297.52	7,423.92	5,000.00	2,423.92-	48.47-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	1,720.80	11,526.14	286,601.34	413,430.00	125,107.86	30.26
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	538.26	0.00	538.26-	0.00
DEPARTMENT: 41000 - LIBRARY	2,441.84	13,033.67	118,680.22	184,472.00	63,349.94	34.34
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	7,027.61	20,226.78	69,391.04	87,116.00	10,697.35	12.28
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	10,873.78	94,608.65	523,649.00	429,040.35	81.93
DEPARTMENT: 42001 - DEAN OF ACADEMICS	143.78	11,146.19	96,346.26	231,074.00	134,583.96	58.24
DEPARTMENT: 42002 - OUTREACH	375.00	1,653.87	94,780.06	86,193.00	8,962.06-	10.39-
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	5,369.60	49,991.24	65,581.00	15,589.76	23.77
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	5,796.65	46,304.73	69,675.00	23,370.27	33.54
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	26,344.57	213,986.21	303,277.00	89,290.79	29.44
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	13,225.00	13,225.00	0.00	0.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	13,405.83	104,329.76	162,201.00	57,871.24	35.68
DEPARTMENT: 50011 - ASSESSMENT/TESTING	119.12	4,452.41	34,542.50	53,570.00	18,908.38	35.30
DEPARTMENT: 50020 - FINANCIAL AID OFFI	274.81	27,328.58	211,191.13	348,266.00	136,800.06	39.28
DEPARTMENT: 50030 - ADMISSIONS	371.10	12,013.90	99,623.91	153,974.00	53,978.99	35.06
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	2,520.00	12,786.66	103,278.00	168,536.00	62,738.00	37.23
DEPARTMENT: 50050 - STUDENT HEALTH SER	75.90	10.00-	1,037.48	3,268.00	2,154.62	65.93
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	1,167.01	22,575.03	413,812.94	625,800.00	210,820.05	33.69
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	12,719.41	128,648.72	173,405.00	44,756.28	25.81
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	11,108.60	115,007.12	165,386.51	50,379.39	30.46
DEPARTMENT: 55003 - MEN'S TRACK	0.00	9,491.50	42,060.83	75,575.00	33,514.17	44.35
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	7,052.46	38,176.91	73,609.69	35,432.78	48.14
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	386.00	10,663.35	85,835.08	131,064.50	44,843.42	34.21
DEPARTMENT: 55006 - FOOTBALL	0.00	34,707.77	370,188.22	518,645.05	148,456.83	28.62
DEPARTMENT: 55007 - BASEBALL	0.00	14,751.60	117,640.70	170,377.00	52,736.30	30.95
DEPARTMENT: 55008 - VOLLEYBALL	0.00	8,624.80	74,639.28	111,755.39	37,116.11	33.21
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	6,532.62	43,008.98	66,721.00	23,712.02	35.54

DEPARTMENT: 55010 - MEN'S SOCCER	0.00	6,875.54	47,862.51	69,847.00	21,984.49	31.48
DEPARTMENT: 55012 - CHEERLEADING	0.00	11,874.95	64,710.50	65,628.86	918.36	1.40
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,330.54	27,377.92	42,050.00	14,672.08	34.89
DEPARTMENT: 55014 - RODEO TEAM	0.00	17,380.54	108,413.35	163,626.00	55,212.65	33.74
DEPARTMENT: 55015 - MEN'S GOLF	356.00	1,198.79	24,729.17	39,765.00	14,679.83	36.92
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	24,302.86	131,171.66	133,115.00	1,943.34	1.46
DEPARTMENT: 55020 - PEP BAND	93.60	4,136.48	35,951.04	58,837.00	22,792.36	38.74
DEPARTMENT: 61000 - PRESIDENT	308.30	34,593.75	341,847.75	580,511.00	238,354.95	41.06
DEPARTMENT: 61001 - BOARD OF TRUSTEES	557.50	487.47	5,724.09	14,840.00	8,558.41	57.67
DEPARTMENT: 61005 - ATTORNEY	0.00	1,258.47	7,794.35	25,000.00	17,205.65	68.82
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	5,715.44	64,362.67	591,182.63	1,339,102.00	742,203.93	55.43
DEPARTMENT: 62010 - HUMAN RESOURCES	1,147.69	15,139.63	83,989.66	156,002.00	70,864.65	45.43
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,649.98	44,941.16	69,932.00	24,990.84	35.74
DEPARTMENT: 62050 - ONE-TIME PURCHASES	17,156.25	0.00	201,235.40	235,706.00	17,314.35	7.35
DEPARTMENT: 63000 - MARKETING/PR	10,212.87	13,167.49	97,442.31	159,660.00	52,004.82	32.57
DEPARTMENT: 64000 - INFORMATION TECHNO	21,654.90	21,630.44	459,673.42	580,599.00	99,270.68	17.10
DEPARTMENT: 65000 - CENTRAL SERVICES	3,332.50	11,495.11	81,007.78	139,265.00	54,924.72	39.44
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	16,452.17	81,043.93	189,792.00	108,748.07	57.30
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	1,376.25	10,757.77	97,328.55	159,047.80	60,343.00	37.94
DEPARTMENT: 71000 - BUILDINGS	14,612.38	44,740.14	245,481.47	418,524.00	158,430.15	37.85
DEPARTMENT: 72000 - CUSTODIAL SERVICES	1,019.90	48,185.11	375,240.64	583,323.00	207,062.46	35.50
DEPARTMENT: 73000 - GROUNDS	3,115.25	17,527.20	151,864.41	311,937.20	156,957.54	50.32
DEPARTMENT: 73001 - ATHLETIC FIELDS	370.00	40.25	13,444.80	35,000.00	21,185.20	60.53
DEPARTMENT: 74000 - VEHICLES	1,800.71	26,094.96	172,903.32	388,399.00	213,694.97	55.02
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	13,793.72	100,328.17	203,608.00	103,279.83	50.72
DEPARTMENT: 76000 - INSURANCE	0.00	4,619.45	221,327.81	283,514.00	62,186.19	21.93
DEPARTMENT: 77000 - UTILITIES	1,677.13	59,613.76	482,831.69	850,000.00	365,491.18	43.00
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	6,495.67-	53,356.27-	62,000.00	115,356.27	186.06
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	61.00-	1,411.00	5,000.00	3,589.00	71.78
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	13,359.00	28,561.00	30,000.00	1,439.00	4.80
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	2,839.00	8,193.00	11,000.00	2,807.00	25.52
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	139,845.00	293,227.00	169,613.00	123,614.00-	72.87-
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	61,976.00	127,368.00	55,194.00	72,174.00-	130.75-
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	12,094.00	24,432.00	0.00	24,432.00-	0.00
DEPARTMENT: 94000 - STUDENT CENTER	1,429.40	4,242.39	13,575.41	24,116.00	9,111.19	37.78

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FUND: 11 - GENERAL	138,498.24	1,237,793.40	9,516,547.58	14,999,599.00	5,344,553.18	35.63
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Fiscal Year: 2018

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	5,993.81	37,281.23	58,631.00	21,349.77	36.41
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	50.89	76.09	250.00	173.91	69.56
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	5,426.88	40,233.27	64,025.00	23,791.73	37.16
DEPARTMENT: 12200 - ADN PROGRAM	0.00	25,800.67	175,009.12	291,731.00	116,721.88	40.01
DEPARTMENT: 12201 - LPN PROGRAM	0.00	24,733.25	191,983.08	303,973.00	111,989.92	36.84
DEPARTMENT: 12202 - EMT	25,070.75	14,980.75	101,097.74	173,256.28	47,087.79	27.18
DEPARTMENT: 12203 - ALLIED HEALTH	54.00	15,377.87	92,915.04	140,646.00	47,676.96	33.90
DEPARTMENT: 12210 - AGRICULTURE	0.00	4,960.76	36,427.01	60,098.00	23,670.99	39.39
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	21,529.46	79,863.41	106,695.00	26,831.59	25.15
DEPARTMENT: 12220 - JOHN DEERE AG TECH	3,262.54	6,765.22	99,443.49	163,588.00	60,881.97	37.22
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	2,343.12	18,500.83	52,734.25	85,369.00	30,291.63	35.48
DEPARTMENT: 12240 - CRIMINAL JUSTICE	696.78	5,823.66	67,442.87	90,729.00	22,589.35	24.90
DEPARTMENT: 12241 - FIRE SCIENCE	159.29	7,209.35	46,309.06	76,407.00	29,938.65	39.18
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,439.78	76,467.38	123,343.00	46,875.62	38.00
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	6,083.46	19,205.20	165,485.69	290,678.00	119,108.85	40.98
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	0.00	1,743.00	1,743.00	100.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	3,080.12	21,737.48	56,298.00	34,560.52	61.39
DEPARTMENT: 12273 - WELDING	10,522.23	16,361.49	125,301.11	218,760.00	82,936.66	37.91
DEPARTMENT: 42005 - DEAN OF TECHNICAL	212.97	15,296.24	117,346.64	485,195.72	367,636.11	75.77
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	20,000.00	20,000.00	100.00
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FUND: 12 - PTE FUND	48,405.14	221,536.23	1,527,153.96	2,812,616.00	1,237,056.90	43.98

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FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	2,178.50	644.19	3,981.79	47,750.00	41,589.71	87.10
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	30.00	30.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	2,104.43	2,550.00	445.57	17.47
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	7,253.36	9,028.92	1,775.56	19.67
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	344.00	508.71	164.71	32.38
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	148,926.15	0.00	148,926.15	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	5,604.00	5,604.00	0.00	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	7.99	4,808.16	3,027.76	1,780.40	58.79
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	277.20	0.00	7,557.22	13,875.27	6,040.85	43.54
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	549.02	2,798.64	19,500.00	16,701.36	85.65
DEPARTMENT: 55007 - BASEBALL	0.00	2,097.79	14,535.92	14,951.84	415.92	2.78
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	6,850.00	6,850.00	100.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	1,166.57	5,211.34	5,979.02	767.68	12.84
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	196.00	788.98	592.98	75.16
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FUND: 14 - ADULT SUPPLEMENTARY ED	2,455.70	4,465.56	203,321.01	130,444.50	75,332.21	57.74

Fiscal Year: 2018

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	4.70	40.38	4,102.55	23,500.00	19,392.75	82.52
DEPARTMENT: 94000 - STUDENT CENTER	3,780.19	1,992.33	89,767.37	231,415.00	137,867.44	59.58
DEPARTMENT: 95000 - STUDENT HOUSING	97,581.94	67,269.29	1,639,214.76	2,662,085.00	925,288.30	34.76
DEPARTMENT: 98000 - COSMETOLOGY	24,441.87	804.91	57,065.04	132,080.00	50,573.09	38.29
DEPARTMENT: 97000 - BOOKSTORE	6,045.70	44,825.12	533,926.27	999,000.00	459,028.03	45.95
DEPARTMENT: 91000 - ARENA	410.67	761.28	5,026.42	0.00	5,437.09-	0.00
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FUND: 16 - AUXILIARY ENTITIES	132,265.07	115,693.31	2,329,102.41	4,048,080.00	1,586,712.52	39.20

Fiscal Year: 2018

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	12,122.64	4,000.00	8,122.64-	203.06-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	4,434.42	16,111.02	16,151.00	39.98	0.25
DEPARTMENT: 12273 - WELDING	100,456.37	24,849.99	235,756.96	560,442.49	224,229.16	40.01
DEPARTMENT: 14010 - AO-K	0.00	0.00	566.98	2,998.06	2,431.08	81.09
DEPARTMENT: 50000 - DEAN OF STUDENT SE	34.25-	0.00	5,254.83	5,254.83	34.25	0.65
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	2,167.95	2,656.44	488.49	18.39
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	0.00	10,399.79	10,399.79	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	20.00	112,286.84	117,422.04	5,135.20	4.37
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	0.00	1,489.76	1,489.76	100.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	5,387.83	52,444.52	47,056.69	89.73
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	11,612.00	69,256.09	57,644.09	83.23
DEPARTMENT: 00000 - GENERAL	0.00	0.00	13,225.00-	13,225.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	122.45	20,728.79	121,427.10	303,854.00	182,304.45	60.00
DEPARTMENT: 12241 - FIRE SCIENCE	1,452.71	0.00	23,847.29	25,300.00	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	9,070.00	9,070.00	100.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	5,785.45	49,319.72	77,027.00	27,707.28	35.97
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	13,005.00	13,005.00	100.00
DEPARTMENT: 11040 - SCIENCE	0.00	5,677.00	15,383.70	38,352.00	22,968.30	59.89
DEPARTMENT: 42005 - DEAN OF TECHNICAL	32,644.34	7,523.30	60,926.99	113,122.00	19,550.67	17.28
DEPARTMENT: 11040 - SCIENCE	0.00	5,754.00	12,473.40	55,000.00	42,526.60	77.32
=====						
FUND: 22 - RESTRICTED GRANTS	134,641.62	74,772.95	671,420.25	1,464,020.02	657,958.15	44.94

Fiscal Year: 2018

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	4,297.86	0.00	4,297.86-	0.00	0.00	0.00
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	4,297.86	0.00	4,297.86-	0.00	0.00	0.00

Fiscal Year: 2018

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	137.60	1,093.61	401.00	692.61-	172.71-
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	1,151.33	1,217.90	66.57	5.47
DEPARTMENT: 13301 - ADULT ED - INSTRUC	200.00	1,810.75	29,376.42	176,045.93	146,469.51	83.20
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	276.22	10,177.77	9,901.55	97.29
DEPARTMENT: 13301 - ADULT ED - INSTRUC	519.00	14,753.80	93,698.11	188,000.00	93,782.89	49.88
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	712.86	6,121.76	9,400.00	3,278.24	34.87
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	9,405.85	64,793.34	119,840.00	55,046.66	45.93
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	37,500.00-	37,500.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	5,997.07	51,186.37	110,653.00	59,466.63	53.74
=====						
FUND: 24 - ADULT EDUCATION	719.00	32,817.93	247,697.16	578,235.60	329,819.44	57.04

Fiscal Year: 2018

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	16,608.42	66.90	41,745.18-	750,000.00	775,136.76	103.35
=====						
FUND: 61 - CAPITAL OUTLAY	16,608.42	66.90	41,745.18-	750,000.00	775,136.76	103.35

Fiscal Year: 2018

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	8,129.32	62,546.89	285,275.50	408,637.50	115,232.68	28.20
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	304.00	500.00	196.00	39.20
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	304.00	500.00	196.00	39.20
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	2,500.00	2,500.00	0.00	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	4,994.52	39,842.29	60,000.00	20,157.71	33.60
DEPARTMENT: 99001 - STUDENT NEWSPAPER	591.18	445.59	3,324.34	33,700.00	29,784.48	88.38
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	297.22	5,467.05	21,151.29	15,684.24	74.15
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	8,720.50	68,284.22	340,017.18	532,488.79	183,751.11	34.51

Fiscal Year: 2018

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 00000 - GENERAL	0.00	0.00	50,000.00-	0.00	50,000.00	0.00
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	1,276.00	2,552.00	0.00	2,552.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	2,430.00	4,982.00	0.00	4,982.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	8,566.00	18,235.00	0.00	18,235.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	7,412.00	14,763.00	0.00	14,763.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	3,828.00	8,749.00	0.00	8,749.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	12,572.00	19,435.00	0.00	19,435.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	1,093.00	2,669.00	0.00	2,669.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	2,430.00	4,738.00	0.00	4,738.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	6,588.00	14,940.00	0.00	14,940.00-	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	2,430.00	6,858.00	0.00	6,858.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	3,767.00	9,542.00	0.00	9,542.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,706.00	10,081.00	0.00	10,081.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	16,466.00	31,534.00	0.00	31,534.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	24,056.00	57,710.00	0.00	57,710.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	3,584.00	8,444.00	0.00	8,444.00-	0.00
DEPARTMENT: 11030 - ART	0.00	6,136.00	13,609.00	0.00	13,609.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	4,445.00	12,264.00	0.00	12,264.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	10,333.00	20,284.00	0.00	20,284.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	51,161.00	127,598.00	0.00	127,598.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	6,953.00	13,772.00	0.00	13,772.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	10,996.00	21,143.00	0.00	21,143.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	12,775.00	28,045.00	0.00	28,045.00-	0.00
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	8,276.00	17,767.00	0.00	17,767.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	211,279.00	419,714.00	0.00	419,714.00-	0.00

Fiscal Year: 2018

FUND: 73 - EDUKAN CONSORTIUM FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 42000 - DEAN OF LEARNING S	55,075.00	3,610.00	120,590.00	500,000.00	324,335.00	64.87
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	55,075.00	3,610.00	120,590.00	500,000.00	324,335.00	64.87

Garden City Community College
2/28/2018

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 996,955.08	0.0000%
State Municipal Invest. Pool	\$ 495,317.83	1.0000%
FNB of Garden City - Money Market	\$ 102.23	0.0000%
FNB of Garden City - Insured Cash Sweep	\$ -	0.3500%
Commerce Bank - Money Market	\$ 19,499.40	0.0800%
Landmark National Bank	\$ 5,910,513.42	1.4300%
	<u>\$ 7,422,387.96</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
FNB of Garden City	CDARS	\$ 1,000,000.00	1.3000%	11/10/2017	5/10/2018
Valley State Bank	CD	\$ 1,000,000.00	1.6000%	1/26/2018	7/26/2018
American State Bank	CD	\$ 1,000,000.00	1.4800%	11/9/2017	11/9/2018
FNB of Garden City	CDARS	\$ 1,000,000.00	1.8700%	1/26/2018	1/26/2019
Commerce Bank	CD	\$ 1,000,000.00	1.9000%	2/13/2018	2/13/2019
		<u>\$ 5,000,000.00</u>			
Total		<u><u>\$ 12,422,387.96</u></u>			



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Andy,

This document outlines the Annual Cost for Prairie Line Express (PLE) 1Gb Service upgrade for Garden City Community College at service location 801 Campus Drive. Please note PLE Service contract is for 60months so this pricing will be in place from 7/1/2018-6/30/2023.

Annual Costs

- Membership - \$504
- Prairie Line Express 1Gb Service - \$37,661.16

In addition there will be the remaining portion of the current Cox contract that will need to be paid out. The current contract ends 12/31/2018. Therefore the contract payout amount will be \$17,208. This is based on current Access Circuit cost (\$2868) for the remaining time.

Please let me know if there are any questions.

Indika

*Indika McCampbell
KanREN
Products & Services Specialist
785-856-9807*

**MARCH 2018 MONITORING REPORT
ANNUAL REPORT**

EXECUTIVE LIMITATIONS

General Executive Constraint's #1

ANNUAL

Page 9

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
- 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.

The president shall not fail to insure a safe and healthy environment on campus.

CEO's Interpretation: The President must ensure the campus is safe for all students, staff and community members. In addition, the president will promote a healthy campus.

Data directly addressing interpretation: Below are some of the activities for 2018 thus far. The monitoring report was presented at the December 2017 Board of Trustees Meeting, which will now be presented annually in March.

Campus Police Department

- On January 21, 2018 Campus Police Chief Dozier initiated a meeting with the Building Emergency Leaders of our campus. The goal is to enhance safety and communication efforts at Garden City Community College, during emergencies and/or disasters. A Motorola radio is assigned to each of the buildings, with individual employees designated as primary points of contact. All others are designated as alternates or college leadership. Overall, the Emergency Communication System consists of 30 Motorola radios and over 40 employees. Plans are in effect to purchase additional radios for our new buildings and program growth on campus (Band Building and growth with our EMS program). Some of the Building Emergency Leaders have requested a safety brief (walk-thru) for their areas. Chief Dozier will be meeting with various personnel during the year to provide suggestions regarding safety issues.
- In February 2018, Chief Dozier attended Use of Force training at the Kansas Law Enforcement Training Center. The training was designed for law enforcement executives, which covered current events and developing positive police practices that will survive litigation and liabilities associated with use of force. This session reinforced many of the philosophical views of our campus police chief.
- On February 23 2018, Campus Police coordinated ALICE Armed Intruder Training for interested faculty, staff & students. The event was held in the Academic Building (west half) from 8:00 a.m.–10:00 a.m. The session consisted of a one-hour PowerPoint presentation and scenario based training using air-soft weapons and protective gear. Thirty-six individuals attended the training representing students, faculty and staff. This was the first time we blended our college students with employees during the scenarios. An after action debrief was held with the students and additional safety measures were discussed. Training will be extended an hour in the future because of suggestions from students and other attendees. Our ALICE Instructors are Brandy Unruh (Faculty), Larry Pander (Faculty), Greg Greathouse (Athletics), Craig Lurtz (Facilities), Colin Lamb (Administration) and Rodney Dozier (Campus Police)

Student Health Services

- Annual faculty and staff trainings include blood borne pathogens and sexual harassment training.
- Automatic External Defibrillators- monthly maintenance checks (currently 8 AED's on campus)
- The Red Flag Campaign against dating violence. RFC events included informational booths on campus and at football game, as well as Detective Clint Brock presentation to students, "Sexual Violence in the Digital Age".
- Student Health Services, Residential Life & Title IX coordinator and Title IX Investigators attend
- Heartland Safety Summit/Jana's Campaign November 2017
- Family Crisis GCCC Campus Advocate attends all student health services informational booths.
- The Advocate has an office on campus and is available to all students, faculty and staff.
- The on campus Blood Mobile gives opportunity to students to volunteer and learn.
- Free annual biometric screenings are conducted for full-time employees.
- Maintain files and records of all students, faculty and staff who require health related assistance
- Respond to health related issues on campus
- Serve as a referral agent and work closely in obtaining services with other health care providers in the community
- Conduct health education seminars and aid faculty in requests for health education/prevention classroom presentations
- Maintain membership in ACHA
- Maintain CLIA license
- Maintain CPR certification
- Student Health Survey to students, faculty & staff

Spring 2017 Student Health Services informational booths:

STD Awareness

Skin Cancer Awareness.

Alcohol/Drunk Driving Awareness: SIDNE (simulated impaired driving experience)

Fall 2017/Spring 2018 informational booths:

"Home Sweet Home"- Homesickness

"Keep It Safe"- Healthy Relationships/Campus Safety

Red Flag Campaign- Dating/Domestic Violence Bystander Intervention

"Manage Your Stress"- Stress/Anxiety

"Happy Holidays"- Holiday Depression

STD Awareness

Skin Cancer Awareness.

Alcohol/Drunk Driving Awareness: SIDNE (simulated impaired driving experience)

Spring 2017 Screenings

Vision Screening

Dental Screening

Spring 2018 Screenings

Vision Screening

Dental Screening

Student Health Services Committee's served:

SANE/SART: Sexual Assault Nurse Examiner/Sexual Assault Response Team:
monthly meetings

Finney County Prevention Taskforce: monthly meetings

Human Resources

Effective January 1, 2016, GCCC employees had access to a new Employee Assistance Program through New Directions Behavior Health. The employee assistance program is a life management tool which provides face-to-face or 24-hour telephone access to employees with counseling services, health coaching, crisis management services, a legal resource center and financial advice. This confidential service provides a limited number of services at no cost and additional services at a reduced cost to the employee and their immediate family members. As of September 30, 2017, 32 individuals had utilized the counseling, legal, financial or work/life resources. This was an increase of usage from the previous year of 41%. Of the 32 individuals, 94% indicated overall satisfaction with the service with 97% indicating they would use EAP again.

Incidental Information March 2018

Ryan J. Ruda, Vice President Instruction and Student Services

STUDENT SERVICES

Colleague Self-Service implementation for Datatel

Colleague Self-Service provides a wide variety of functionality delivered in a menu structure. Each page can be selectively activated for users according to the needs of our institution. Below are the areas in which Self-Service can be utilized. Implementation of Self-Service is currently in process to provide additional services for student access and information.

Financial Information

Student Finance: Make a Payment, Account Activity, Account Summary, Pay for Registration, Registration Activity. Financial Aid: Required Documents, My Awards, Request a New Loan, Award Letter, Federal Shopping Sheet, Correspondence Option, Satisfactory Academic Progress, Report/View Outside Awards.

Tax Information

Banking Information

Employment

Employee: Tax Info, Banking Info, Time Entry, Time Approval, Earnings Statements, Faculty Contracts.

Academics

Student Planning: My Progress, Plan & Schedule, Course Catalog, Test Summary, Unofficial Transcript. Grades

Graduation Overview

Enrollment Verifications

Transcript Requests

Course Catalog

Daily Work

Advising (Optional Module: Student Planning)

Faculty (Optional Module: Student Planning): Grading, Petition, Consent, Requisite Waivers, Roster, Textbooks.

Financial Management: Budget, Projects Accounting

Student Finance Admin: Student Finance Administrator Workflow.

Emergency Info Access

Organizational Structure

Financial Aid Counseling (Optional Module: Financial Aid): Financial Aid Administrator Workflow.

Earnings Statement (Admin)

Vendor Information

Banking Information

User Options

User Profile

Emergency Information

View/Add Proxy Access: Financial Aid, Student Finance, Notifications, Student Grades.

ADMISSIONS

Attended career fairs in Satanta and Leoti.

Attended GCHS Parent-Teacher Conference.

Visited with GC Alternative HS

Campus visitors are still increasing....February 2018 we had 33; February 2017 we had 28.

We have the Kiowa County HS JAG Class campus visit. And offering a Parent Workshop during the ACT Prep Day, March 24.

Held meeting with GED/ALC to build bridge to GCCC. We will provide information and give campus tours to each group.

The Director of EM and the International Student Advisor, attended the Immigration Symposium sponsored by Garden City.

Susan Miller, International Student Advisor Admissions Representative is now the sponsor for the International Club and has many ideas to help students connect with campus.

ADVISING

Director of EM attended training for the Student Planning module. This is a module that will provide students with comprehensive course planning, degree tracking, and online registration.

Revising the Advising 101 training for new faculty. Training to be presented in April.

In March, a training will be provided on our current assessment, ACCUPLACER to faculty and staff advisors.

In March, a training will be provided by the Coordinator of Disabilities. This will cover policies, procedures, and classroom management.

STUDENT SUCCESS

We have offered 3 weeks of student success courses. Apps for students, Essentials of Note Taking, and How to be a Test Taking Pro. Each week the participation has increased. We have several other topics that we will be offering.

STUDENT HEALTH SERVICES

GCCC Blood Drive 2-14-18. Successful collected 58 useable pints of blood

Dental Screening 2-27-18 sponsored by Genesis Lifetime Smiles, GCCC Family Crisis Advocate, GCCC Student Health Services

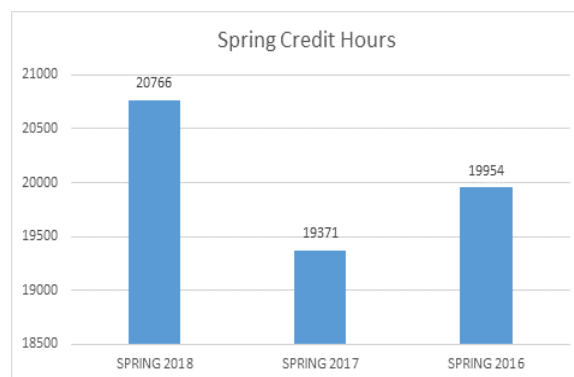
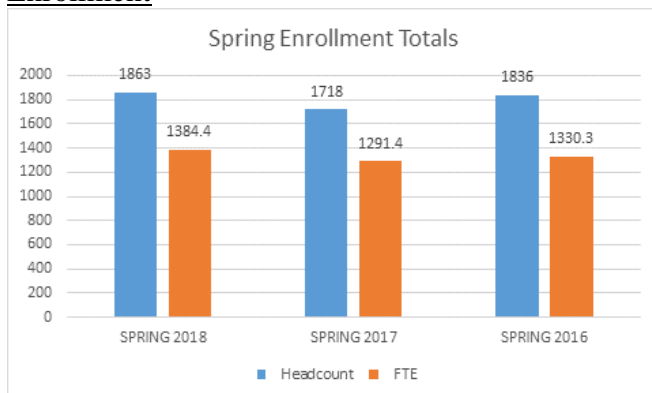
Health & Wellness presentations – SSS & Student Success

Vision Screening 3-28-18 sponsored by GC Vision Source, GCCC Family Crisis Advocate, GCCC Student Health Services

STUDENT SUPPORT SERVICES

Two of the four students attending the LSAMP-STEM conference in Washington, DC on February 22 & 23 are Student Support Services participants. Both Yonatal Garcia and Shiseido Robinson are faithful participants of the program and work closely with their SSS Advisor. They also attend program workshops and activities as their respective schedules allow. One of the four students selected to represent the Quiz Bowl Team/Academic Challenge Team in Chicagoland is an SSS participant, Aaron Morales.

Enrollment



INSTRUCTION

In the month of February, our Writing Center tutors:

- Held a total of 134 tutoring sessions, working with 79 different students.
- Saw 27 of those students on multiple occasions.
- Logged a total of 39.5 total face-to-face hours with students from five different disciplines (English, Speech, Criminal Justice, Sociology, and Health).

Working through curriculum committee to develop four-semester advising pathways for ease of transition in student planning and advisement. Each emphasis will have a four-semester pathway that shows students the recommended courses to take for degree and transfer.

Working with assessment committee to develop assessment templates for tracking and reporting course and program outcomes. In April, all faculty will be going through a full-day assessment training with an individual that will help to build out assessment plans for course and programs at GCCC. This process will help to have consistency in reporting and common elements for assessment reporting.

Working through all catalog changes to transition all degree programs to 60 credit hours for the 2018-2020 catalog.

TECHNICAL EDUCATION AND WORKFORCE DEVELOPMENT

The Tech Ed division has had a very busy Spring semester. Our faculty continue to participate in recruiting events and they are also working on upcoming professional development trainings and promotional opportunities.

Here are some of the other highlights from Tech Ed and Workforce Dev:

- Cosmetology
 - Cosmetology students performed pedicures and manicures for the football team, rodeo team, accounting, business and psychology/sociology students. This offered not only skills practice for the cosmetology students, but also helped train them on communication and customer service skills.
 - Cosmetology also hosted several student tours from local high school and middle schools.
- Welding
 - The Welding program hosted their 2nd annual high school welding competition recently. They had approximately 40 students attend from eight local high schools. This was a great recruiting tool for the program, which has tripled in size since last year. Thirty recruits have already shown interest in the program for next year and the instructors are expecting the program to run at full capacity of 24 for Fall 2018.
- John Deere
 - Gabe Winger has been hired as the new John Deere Ag Tech instructor. He starts March 26.
 - The JDAT sophomores are currently completing their spring internships. They will return to the classroom after Spring Break.
 - The program has received several equipment donations from John Deere Corporate and other partner John Deere dealerships. Some of this equipment was salvaged from the floods in Houston, TX. These pieces of equipment were in working order when they were delivered and have been a great benefit to the program and its students

Emily Clouse, Vice President, Administrative Services

Bookstore

Virga and Suzanne are getting ready to start preparing for the summer and fall semesters. Virga is starting to place orders for fall merchandise, clothing and new gift ideas. Many of the vendors have come to the

bookstore, bringing with them new and fun ideas. Virga enjoys seeing product before it is ordered. Several orders have already been placed with the remainder to be placed in the next couple of weeks. The new merchandise will start arriving in June so Virga and Suzanne have plenty of time to get it ready and out before students come back in August.

Virga is working with faculty to determine what format of books they will use for the fall semester. They hope to make a decision within the next couple of weeks. Book publishers are changing the book world again, by offering an access code that will allow students to access all their books online with just one code. This will save students and the book scholarship program a lot of money. It will also allow students to be better prepared for classes on the first day. The access codes are reasonably priced and affordable. Switching to this type of product will save money and help with marketing and recruiting. Virga has a cutoff date of March 30 to decide.

Suzanne has been busy on the floor changing displays. Suzanne will soon pack away the winter items, and she will start thinking spring and summer.

Virga is starting the process of taking pictures of merchandise and uploading them to the website. The bookstore's MBS system had a complete change in software, so Virga and Suzanne are working on updating the procedure manuals. They hope to have this completed by the end of summer.

Marketing and Public Relations

Kristi has been working with Chuck Pfeifer, Dean of Technical Education, and the tech team to write radio commercials for the non-traditional grant for the automotive and fire science programs. New pop-ups are complete and new brochures will be produced to satisfy the terms of the Perkins Grant.

Kristi and Chuck Pfeifer, attended the Greater Garden City Broadcast from Patrick Dugan's Coffee house on behalf of the college. It was a great time to promote technical education offerings and the college overall. A commercial promoting the college overall is complete. The commercial will air the end of March for the fall enrollment push.

Many activities happened on campus for the month of February and were promoted including, dinner/theatre, ALICE Training, Sophomore Basketball Night, Blood Drive, Conestoga Arena Dedication, Dee Wigner's retirement and numerous sporting events. Work has begun to promote the rodeo on the weekend of April 6 and the GCCC Endowment Auction on April 13. Kristi provided pictures for sophomore basketball posters and Tiffany Heit produced the posters.

Kristi attended the Omni Update web training this last month. She will work with the team to get pictures, and calendar items ready for the roll over on the new website.

Kristi and Tiffany Heit will attend the national NCMPR convention this March. This is a great way to get new ideas from other community colleges as well as a way to see what competition from around the nation has produced. This will also be a great way to get ideas for the upcoming 100th anniversary celebration in 2019.

Campus Police

On February 23, Campus Police coordinated ALICE Armed Intruder Training for interested faculty, staff & students. The event was held in the Academic Building (west half) from 8:00 a.m.–10:00 a.m. The session consisted of a one-hour PowerPoint presentation and scenario based training using air-soft weapons and

protective gear. Thirty-six individuals attended the training representing students, faculty and staff. This was the first time we blended our college students with employees during the scenario training. An after action debriefing was held with the students and additional safety measures were discussed. Students and other attendees made a suggestion to extend training by one-hour in the future. ALICE Instructors are Brandy Unruh (Faculty), Larry Pander (Faculty), Greg Greathouse (Athletics), Craig Lurtz (Facilities), Colin Lamb (Administration) and Rodney Dozier (Campus Police).

During the month of February, Chief Dozier attended Use of Force training at the Kansas Law Enforcement Training Center. The training is designed for law enforcement executives, covering current events and developing positive police practices that will survive litigation and liabilities associated with use of force. This session reinforced many of the philosophical views of our campus police chief.

Director of Facilities

- Dee and Derek have completed building tours of all campus facilities. They met with each building's faculty and staff for the Deferred Maintenance Report.
- Derek is working on RFP's for summer roofing projects, tunnel cap replacement, Hydronic HW pipe replacement and chiller heat exchanger plate replacement.
- Derek consulted with Basement Engineering and Structural Technologies out of Kansas City, MO to determine structural integrity of Penka interior and exterior walls. They determined there was no lateral movement in the interior wall. There was 3/8" of settle on the interior wall, which he did not consider a structural deficiency at this time.
- Derek consulted Mechanical contractors to add exhaust fans to both men and women restrooms in DPAC front lobby.

Maintenance:

- Maintenance worked on numerous problems in the kitchen. The steamer went down and they overhauled it completely. They also fixed the hot water system.
- Hot water heater replacements at Broncbuster suites.
- Door replacements at Broncbuster suites.
- Continuing to do work orders on campus, electrical, plumbing, ceiling tile, HVAC, etc. Our work orders are at 22 right now.

Grounds:

- Work Orders
- Change air filters in Annex, Vocational, Broncbuster Suites, Broncbuster Apartments, DPAC
- Hung a fire extinguisher in Broncbuster Suites
- Irrigation Repairs East Campus
- Baseball and softball paint foul lines.
- Cleaned out barn.
- Preparing to repair potholes on campus streets.

Custodial:

Set-Ups:

- BAA luncheon held in Endowment Room.
- Monthly board meeting.
- Blood Drive held in DPAC east gym.
- Dee's retirement reception held in Endowment Room.
- Genesis Dental screening held in Kinney Room.
- Nursing career day held in DPAC east gym.

Custodial Coverage:

- Basketball games, Baseball, Softball games
- Dinner Theatre in Fine Arts Building
- Music performance held in Fine Arts Building
- Complete work orders
- Order supplies

Print Shop

The Print Shop developed banners for automotive and fire science. Pictures from photo shoots on campus were used in the production of the banners. Tiffany is currently working with Chuck Pfeifer, Dean of Technical Education, to produce a variety of banners and promotional materials for the upcoming year for technical programs.

The Print Shop helped with numerous events around campus including printing material for the Conestoga Arena Dedication Ceremony, Omni Update Web Training, printed diplomas, certificates and honors certificates, Presidents Newsletter, Division Plan, 100th anniversary planning, Dee's retirement invitations and frame, Endowment Auction printing, and Sophomore Night Posters.

Tiffany has started on web building and has been instrumental in coordinating with Omni Update to ensure everyone is informed, trained and ready to roll pages into the new website.

Payroll Department

During the month of February:

- Created 5-year salary and benefit reports by instructor for six instructional departments for accreditation.
- Prepared Medical Loss Ratio Summary for BCBS of KS
- Prepared reports for the departmental planning process
- February 9 pay date – Student and Part-time, February 23 pay date – Full-time and Adjunct Instructors.

IT Department

IT is working towards replacing the security cameras on campus.

Business Office

The business office has met as a group to discuss the department review and plan for FY19. The plan was submitted to the division for review.

February 20 was the first day of Spring financial aid disbursement. Pell grants, student loans, and scholarships were posted to student accounts. The breakdown of posted aide to student accounts were:

Pell	\$1,372,806
SEOG	\$ 32,174
Loans	\$ 612,216
GCCC scholarships	\$ 595,599
Endowment scholarships	\$ 131,357
BAA scholarships	\$ 122,489
Staff Waivers	\$ 13,176
Designated scholarships	\$ 106,014

If a student has a credit balance after all their awards are posted to their student bill, a refund check will be issued. We have written 627 refund checks to students. The total dollar amount of the refund checks are \$818,158.

Human Resources

The Department of Human Resources hosted an informational meeting on February 23 to discuss the Family Medical Leave Act (FMLA). This meeting was very well attended, and we received positive feedback after the meeting. This informational meeting is the start of a series of meetings Human Resources and Payroll will host to help employees gain a better understanding of policies and benefits. The Department of Human Resources is also in the process of scheduling interviews for many positions for the Fall of 2018.