

June 8, 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, June 12, 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. Introduction of new employees
- C. 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)
- D. President’s Report
- E. Report from Faculty Senate

**II. CONSENT AGENDA ..... Action**

- A. Approval of minutes of previous meetings (May 8, 2018, May 16, 2018 Special Meeting, June 4, 2018 HLC Retreat).....pg. 3
- B. Approval of personnel actions-Human Resources.....pg. 13
  - B-1 Human Resources Report .....pg. 14
  - B-2 Adjunct/Outreach Contracts .....pg. 15
- C. Financial information.....pg. 19
  - C-1 Checks processed in excess of \$50,000.....pg. 20
  - C-2 Revenues.....pg. 21
  - C-3 Expenses .....pg. 23
  - C-4 Cash in Bank.....pg. 29
- D. Purchases over \$50,000
  - D-1 Renewal Ellucian Annual Software Maintenananc.....pg. 30
- E. Approval of Engagement Letter.....pg. 33
  - McAnany, Van Cleave & Phillips, P. A., legal services
- F. Revision of Appointments for Chief Finance.....pg. 34

**III. CONFIRMATION OF MONITORING REPORTS:**

- A. Monitoring Reports and ENDS ..... **Consensus Approval**
  - A-1 Annual General Executive Constraints, Compensation/Benefits.....pg. 35

- B. Review Monitoring Report
  - B-1 Annual Ends, Academic Advancement
- C. Board Process and Policy Governance Review

**IV. OTHER:**

- A. Incidental Information.....pg. 37
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT
- D. Report on HLC.....pg. 49
  - D-1 Review College Strategic Plan

**V. OWNERSHIP LINKAGE:**

**Upcoming Calendar Dates:**

July 4	Independence Day, No Classes/Offices Closed
July 10	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
August 7	Faculty Report
August 13	Classes Begin
August 13	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  
May 8, 2018**

Trustees Present: Jeff Crist, Dr. Marilyn Douglass, Leonard Hitz, Steve Martinez, Blake Wasinger, Terri Worf

Others Present: (two name were illegible)  
Karen Adams  
Henry Arenas, Cheer Student  
Craig Atkinson, National American University  
Debra Atkinson, Deputy Clerk  
Eugene Atkinson, Community Member  
Maxine Atkinson, Community Member  
Chelsee Baine, Cheer Student  
Levi Burnfin, *Garden City Telegram*  
Holly Chandler, Reading Instructor  
Myles Charlie, Cheer Student  
Emily Clouse, Vice President of Administrative Services  
Matt Clouse, Community Member  
Dallas Crist, GCCC Coordinator of Payroll  
Jade Denton, Student  
Hardie Dru, Cheer Student  
Mark Douglass, Community Member  
Toni Douglass, Community Member  
(illegible) Downer  
Rodney Dozier, GCCC Chief of Police  
Eleanor Everett, Community Member  
Elizabeth Everett, GCCC Student  
Jacob Erickson, Cheer Student  
Jeanie Ferguson, ESL Instructor  
Amber Friend, *Garden City Telegram*  
Will Friesen, Science Instructor Science  
John Green, Director of Athletic Department  
Jayla Griancaa, Cheer Student  
Randy Grisell, Attorney for Garden City Community College  
Sabrina Gunnip, Cheer Student  
Angie Haflich, High Plains Public Radio  
Renee Harbin, Business Instructor  
Josh Harbour, *Garden City Telegram*  
Sheena Hernandez, /English Instructor/Faculty Senate  
Yulissa Hernandez, Student  
Jennifer Herrera, KWCH News Channel 12  
Jim Howard, Community Member  
Phil Hoke, Drama Instructor/Faculty Senate Representative  
Tammy Hutcheson, Social Science Instructor  
Micah Koksall, Counselor/ SGA Advisor  
Aaron Kucharik, Community Member  
Ben Kuebrich, High Plains Public Radio  
Colin Lamb, Dean of Student Services  
Jean Lamfers, Attorney  
Barbara Larson, Community Member

Robert Larson, Community Member  
Craig Lurtz, Transportation Coordinator  
Louise Lurtz, Community Member  
Deb Nicholson, GCCC Comptroller  
Chuck Pfeifer, Dean of Workforce Technology  
Jake Price, Community Member  
Lon Pishney, Community Member  
Ruben Perez, Cheer Student  
Rosa (illegible)  
Derek Ramos, Director of Facilities  
Dewayne Reed, Cheer Student  
Kimberly Reule, Community Member  
Lauren Rockhold, Coordinator, Student Activities, SGA Advisor  
Leonard Rodenbur, Social Science Instructor  
Pedro Roidriguez, Cheer Student  
Samantha Sanger, English Instructor  
Mercedes Showers, Cheer Student  
Herbert Swender, President  
H. J. Swender, Community Member  
Kristi Tempel, Director of Marketing/Public Relations  
Phil Terpstra, Dean of Academics  
Vionna VanDyne, Community Member  
Sara Warfield, Cheer Student  
Helen Weeks, English Instructor  
Leslie Wenzel, Director of Student Success  
Zach Worf, Community Member  
Clay Woydziak, SGA President

**CALL TO ORDER:**

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

Congratulations were extended to all graduates of the 98<sup>th</sup> GCCC Commencement. Chair Martinez commented that it was a great pleasure to be a part of this celebration. Chair Martinez went on to thank all individuals that helped with the preparations for the ceremony.

Chair Martinez noted that monitoring review, item IV-B, and Board Process and Policy Governance Review, item IV-C would be tabled until the June meeting.

**INTRODUCTION OF NEW EMPLOYEES:**

There were no new employees for introduction.

**OPEN COMMENTS FROM THE PUBLIC:**

Chair Martinez noted that several individuals had signed up to address the board. Due to the amount of people signed up to speak, each person would be allowed two minutes each. GCCC Cheer students, current and past, and Community members expressed their opinions.

Chair Martinez reminded individuals that this portion of the meeting is limited to thirty minutes and shall be subject to a limitation of time depending on number of persons signed up to speak. There is no extension of time permitted and individuals are not allowed to give time to another. Matters pertaining to personnel, litigation and violations of laws and ordinances are excluded from the agenda.

Chair Martinez thanked all for sharing their comments with the board.

**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 shared with Trustees that GCCC students participated in the Simulated Impaired Driving Experience (SIDNE) on April 19. The experience is designed to teach students what can happen while driving impaired. Students can ride tricycles with goggles that mimic driving impaired, or they can choose to ride in a go-kart with controls that also simulate impaired driving. Dr. Swender thanked GCCC Family Crisis, GCCC Criminal Justice Students, the Garden City Police Department and the Finney County Sheriff’s Office for helping to run the SIDNE Experience.

Dr. Swender noted that GCCC College Players presented “The Boys from Syracuse” April 19-21. The play was based on William Shakespeare’s *A Comedy of Errors* and tells the story of a family who has twins that become separated during an ocean voyage.

Dr. Swender reported that the “Women in Tech” event April 23, hosted by the GCCC Technical Education Department, was very well attended. This event was designed to introduce women to technical careers that traditionally employ men. A panel of area women from the Finney County Economic Development Corporation, the Finney County Sheriff’s Office GCPD and the college were there to give career advice. Students also toured booths with information about the technical careers available at GCCC.

Dr. Swender shared that the Poultry Science class recently had new baby chickens. The class followed the life span of a chicken all the way from the eggs to the hatchlings. A great way to learn animal science with hands on training.

Dr. Swender congratulated GCCC top five outstanding students Jonathan Welch, Evelyn Irigoyen-Aguirre, Bailee Muxlow-Volk, Petar Ivusic-Araya and Caleb Ryan. These students were recently recognized at the SGA Awards Banquet. The Broncbuster Band also received the Buster Spirit Award and Judy Whitehill received the Ron Schwartz Excellence Award.

Dr. Swender reported that GCCC Scenario Day was held on April 26. The GCCC Department of Public Safety students and nursing students collaborated to work on lifelike scenarios. There were mock situations all over campus including a murder, drug overdose, attempted suicide, a scratched car and fire science students practiced auto extrication. GCPD, Family Crisis, Haskell County EMS and Finney county EMS all helped to evaluate students and offer advice on the different scenarios. This serves activity serves as a final for DPS students.

Former Broncbuster, Mike Hughes, chosen in the first round of the NFL Draft for the Minnesota Vikings. Dr. Swender reminded Trustees that Hughes was a player at GCCC last year and earned defensive Player of the Year in the Jayhawk Conference and was an All-American. Hughes was a large part of the success of the 2016 National Championship Team.

GCCC Jazz Band performed on April 26, and a full Band Concert on May 1

Dr. Swender noted that he had attended GCCC Faculty Luncheon, April 27 with several Trustees. Larry Pander was the “Faculty Member of the Year”, and Dr. Will Friesen, was voted the “Rookie Faculty Member of the Year.”

Dr. Swender applauded GCCC’s SGA, along with various other GCCC clubs, City of Garden City, local Boy Scouts, Tyson Fresh Meats and a myriad of community volunteers, for the role they played in the river clean up on Saturday, April 28, in honor of Earth Day.

GCCC's Department of Public Safety held a scholarship ride to help with DPS scholarships. There were 72 participants on 55 motorcycles and 2 vehicles. The route went through Dodge City, Sublette, Holcomb and back to Garden City. Participants were able to interact with first responders along the route.

Dr. Swender reminded Trustees that GCCC Art Classes have their works on display in Mercer Gallery until May 11.

End of the year activities consisted of Athletic and Student Government Awards banquets, Department of Public Safety Awards Ceremony, John Deere Tech Graduation, GCCC Nurses Pinning, several vocal and instrumental concerts, retirement reception honoring the service of Judy Whitehill and Mary Cervantes, culminating with GCCC's 98<sup>th</sup> Commencement ceremony.

Dr. Swender thanked the Trustees for attending the many end of year activities and Commencement.

Chair Martinez thanked Dr. Swender for his report.

**REPORT FROM STUDENT GOVERNMENT ASSOCIATION:**

Clay Woydziak, SGA President, reported that the SGA Awards Banquet was a success, and that Sheriff, Kevin Bascue, was the keynote speaker. Woydziak went on to report that SGA also had an event on campus for students to make street signs. Woydziak shared that the SGA River clean up was a success with over 200 volunteers cleaning up a three-mile stretch of the river. Over 10 ½ tons of garbage was removed from the area along with 92 tires. GCCC SGA advisors, Micah Koksall and Lauren Rockhold thanked Woydziak for his service to GCCC Student Government Association.

**REPORT FROM FACULTY SENATE:**

Faculty Senate Phil Hoke, next year's President for the Faculty Senate thanked Sheana Hernandez for her service to the faculty senate. Hoke pointed out that the 2018-2019 faculty negotiations were successful and ready to be voted on under the consent agenda. He also shared that the Faculty Senate Luncheon was a success. Mr. Hoke, a GCCC Drama Instructor expressed concerns to the board about the HLC Accreditation Process and presented the board and attending media with a document for review.

**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:**

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

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

***Nays: Hitz***

***Motion carried: 5-1***

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (April 10, 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 RESOLUTIONS 2018-04, 2018-05, 2018-06 NON-RENEWAL OF EMPLOYMENT CONTRACTS**, as presented

(Supporting documents filed with official minutes.)

**(D) APPROVED 2018-2019 NEGOTIATED AGREEMENT**

(Supporting documents filed with official minutes.)

**MONITORING REPORTS and ENDS REPORTS:**

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

- Annual Ends, Academic Advancement

Trustees agreed to accept the monitoring report as presented.

**REVIEW OF MONITORING REPORT:**

Monitoring report reviews were tabled until the May 8, 2018 meeting.

**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

Policy governance review was tabled until the May 8, 2018 meeting.

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

Chair Martinez reported the following:

- The Brew House is still under construction.
- Dairy Farmers of America (DFA) received two awards for plant sustainability and innovation.
- Work is underway to revitalize the Garden City Plaza.
- FCEDC is working with legislators to help make it more reasonable for individuals to open up daycares.
- Chair Martinez shared that FCEDC had high regard for GCCC's Dean of Technical Education, Chuck Pfeifer, for his involvement with and marketing of programs in conjunction with workforce development.

**REPORT FROM KANSAS ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES**

Trustee Crist reported the following:

- The next KACCT meeting will be held in Kansas City, Kansas June 1-2.

**REPORT ON Higher Learning Commission:**

Ryan Ruda, Vice President of Instruction/Student Services, reports that work on the 2018-2020 course catalog has begun. The HLC team will be attending the Assessment Academy in Chicago the first week of June. The team will take part in roundtable discussion where they will present their success. Student evaluations and ending assessments are finishing up.

**OWNERSHIP LINKAGE:**

Trustee Worf reported that she had received a phone call from a local citizen that had questions regarding the closing of the Ammonia program.

**CALENDAR DATES:**

Chair Martinez reviewed calendar dates and noted that many end of year activities are coming up and encouraged Trustees to attend when possible.

**ADJOURNMENT:**

**Motion:**

*Douglass moved, seconded by Crist to adjourn the May 10, 2018 Garden City Board of Trustee meeting.*

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

**Nays:** *None*

*Meeting of Trustees*  
*May 8, 2018*

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

Meeting adjourned at 7:20 p.m.

**UPCOMING CALENDAR EVENTS:**

June 1-2	KACCT Quarterly Meetings, Kansas City, Kansas
June 12	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
July 4	Campus Closed, No Classes, Independence Day
July 10	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
November 5-7	HLC Site Team campus visit

---

Debra J. Atkinson  
Deputy Clerk

---

Herbert J. Swender  
President

---

Steve Martinez  
Chair of the Board



SPECIAL MEETING OF TRUSTEES  
OF  
GARDEN CITY COMMUNITY COLLEGE

Wednesday, May 16, 2018

Trustees Present: Jeff Crist, Dr. Marilyn Douglass, Leonard Hitz, Steve Martinez, Dr. Blake Wasinger  
Terri Worf

Others Present: Craig Atkinson, National American University  
Debra Atkinson, Deputy Clerk  
Eugene Atkinson, Community Member  
Maxine Atkinson, Community Member  
Robin Bergkamp, Community Member  
Robert Bluml, Community Member  
Holly Chandler, Reading Instructor  
Dallas Crist, GCCC Payroll Coordinator  
Mark Douglass, Community Member  
Toni Douglass, Community Member  
Rodney Dozier, GCCC Chief of Police  
Amber Friend, *Garden City Telegram*  
Carole Geier, Community Member  
Randall Grisell, Attorney for Garden City Community College  
Josh Harbor, *Garden City Telegram*  
Shelia Hendershot, GCCC Retired  
Sheena Hernandez, /English Instructor/Faculty Senate  
Jennifer Herrera, *KWCH-News 12*  
Tammy Hutcheson, Social Science Instructor  
Aaron Kucharik, Community Member  
Tiffany Lane, *KSN*  
Barbara Larson, Community Member  
Robert Larson, Community Member  
Carol J. Lee, Community Member  
Melissa Sowers, Community Member  
Kristi Tempel, Director of Marketing & Public Relations

The Garden City Community College Board of Trustees met in special session on Wednesday, May 16, 2018, in the Endowment Room of the Beth Tedrow Student Center.

**CALL TO ORDER:**

Chair Martinez called the meeting to order at 6:30 p.m.

Trustee Hitz inquired if trustees could discuss executive session topics in public and if Dr. Swender would be informed of what was said during the closed session. Randall Grisell, Attorney for Garden City Community College, clarified that all information discussed in an executive session was confidential and if discussed could possibly open the college and the individual up to liability or litigation. Grisell went on to explain that Dr. Swender was not the subject of the executive session. Trustees will not be discussing personnel but the closed session was called to consult with counsel. The entire board would have to authorize the sharing of any information discussed during the closed session.

**EXECUTIVE SESSION:**

**Motion:**

*Worf moved, seconded by Crist, that the Board recess into executive session for one hour, for the purpose of consultation with the attorney for the Board of Trustees on matters that would be deemed privileged in the attorney-client relationship, specifically potential liability or litigation issues. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in one hour (7:32 p.m.).*

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

*Nays: None*

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

Board recessed into executive session at 6:32 p.m.

**Included in Executive Session:**

GCCC Board of Trustees

Randall Grisell, Attorney for Garden City Community College

Board reconvened into regular session at 7:35 p.m.

Chair Martinez entertained a motion to extend the executive session.

**Motion:**

*Wasinger moved, seconded by Crist, that the Board recess into executive session for an additional twenty minutes, for the purpose of consultation with the attorney for the Board of Trustees on matters that would be deemed privileged in the attorney-client relationship, specifically potential liability or litigation issues. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in twenty minutes (7:52 p.m.).*

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

*Nays: None*

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

**Included in extended Executive Session:**

GCCC Board of Trustees

Randall Grisell, Attorney for Garden City Community College

Board reconvened into open session at 7:49 p.m. Chair Martinez stated that no binding action was taken and made the following statement.

“We have heard the concerns of our constituents and of the faculty. As Trustees, we are charged with ensuring our college is serving the taxpayers and students. We’re working through the process now to determine the facts so we can act to ensure that we meet the expectations for the college and this community. We are retaining an outside, independent professional who will conduct a thorough investigation of the allegations presented to the board. That specific person has not been selected yet.

**ADJOURNMENT:**

**Motion:**

*Worf moved, seconded by Hitz to adjourn the May 16, 2018 Garden City Board of Trustee meeting.*

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

*Nays: None*

***Motion Carried 6-0***

Meeting adjourned at 8:00 p.m.

**SPECIAL MEETING BOARD OF TRUSTEES  
GARDEN CITY COMMUNITY COLLEGE**

**HIGHER LEARNING COMMISSION RETREAT**

Monday, June 4, 2018

Trustees Present: Jeff Crist, Dr. Marilyn Douglass, Leonard Hitz, Steven Martinez, Dr. Blake Wasinger, Terri Worf

Others Present: Debra Atkinson, Deputy Clerk  
Dwight Craig Atkinson Jr., Community Member  
Eugene Atkinson, Community Member  
Maxine Atkinson, Community Member  
Mitch Bergkamp, Community Member  
Robin Bergkamp, Community Member  
Holly Chandler, Reading Instructor  
Emily Clouse, Vice President of Administrative Services  
Mark Douglass, Community Member  
Toni Douglass, Community Member  
Rodney Dozier, GCCC Chief of Police  
Amber Friend, *Telegram*  
Randy Grisell, Attorney for Garden City Community College  
Angie Haflich, *High Plains Public Radio*  
Josh Harbour, *Garden City Telegram*  
Sheena Hernandez, /English Instructor/Faculty Senate  
Phil Hoke, Drama Instructor/Faculty Senate Representative  
Tammy Hutcheson, Social Science Instructor  
Micah Koksal, Counselor/ SGA Advisor  
Aaron Kucharik, Community Member  
Colin Lamb, Dean of Student Services  
Barbara Larson, Community Member  
Carol Lee, Community Member  
Jacque Messenger, Dean of Institutional Effectiveness, Planning and Research  
Kathy Nance, Community Member  
Mark Nance, Community Member  
Chuck Pfeifer, Dean of Workforce Technology  
Ryan Ruda, Vice President for Instruction/Student Services  
Melissa Sowers, Community Member  
Dr. Herbert Swender, President  
Phil Terpstra, Dean of Academics  
Zach Worf, Community Member  
Rachel Worf, Community Member

The Board of Trustees of Garden City Community College met in special session at 6:30 p.m. on June 4, 2018, in the Endowment Room of the Beth Tedrow Student Center. The purpose of the meeting was an update on the Higher Learning Commission reaffirmation process.

**CALL TO ORDER:**

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

**HIGHER LEARNING COMMISSION REVIEW/DISCUSSION:**

Ryan Ruda, Vice President for Instruction/Student Services and Chief Academic Officer, manages the Higher Learning Commission (HLC) process for accreditation. Mr. Ruda assured the board that, even though GCCC was on probation, GCCC remains fully accredited, can award federal financial aid, confer degrees and transfer coursework to other institutions.

Mr. Ruda gave an overview of where GCCC currently stands in the reaffirmation process and discussed the core components that were not met or met with concerns. Mr. Ruda also addressed the concerns noted regarding Dr. Swender and HLC that were stated in the May 8, faculty senate document. Ruda stated that President Swender has never issued a directive to not perform program reviews or collect data for HLC. Mr. Ruda expressed that HLC does not make bold statements regarding institutional leadership and who serves. Dr. Eric Martin represents HLC as its liaison to GCCC and that Mr. Ruda and Dr. Swender are the only two official contacts for HLC at GCCC. Mr. Ruda shared that GCCC has had no prior violations and is confident that we will be successful in its reaffirmation process.

No action was taken.

**ADJOURNMENT:**

Meeting adjourned at 7:25 p.m.

---

Debra J. Atkinson  
Deputy Clerk

---

Herbert J. Swender Sr.  
Secretary

---

Steve Martinez  
Chair of the Board

**Agenda No: II-B**

**Date: June 12, 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:**



June 12, 2018

**To:** Board of Trustees

**From:** Alexis Saenz, Human Resources Assistant

New Hires

Alfred Davis, 2<sup>nd</sup> Assistant Women's Basketball Coach, effective May 21, 2018

Glendon Forgey, Vice President of Business Affairs/CFO, effective June 1, 2018

Timothy Driscoll, Assistant Football Coach, effective June 4, 2018

Quincy Woods, Assistant Football Coach, effective June 4, 2018

Dalton Williams, Assistant Football Coach, effective June 4, 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 6/05/2018)

INSTRUCTOR	CLASS	AMOUNT
<b>ADJUNCT FACULTY CONTRACTS</b>		
Adams, Karen	Substance Abuse HPER-107-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Brandt, Asher	College Chemistry I CHEM-109-01 - 5.00 credit hour(s) 5.00 credit hour(s) X \$800.00 = \$4000.00 5/21/2018 - 6/29/2018	\$ 4,000.00
Brandt, Asher	Physical Geology PHSC-205-01 - 5.00 credit hour(s) 5.00 credit hour(s) X \$800.00 = \$4000.00 5/21/2018 - 6/29/2018	\$ 4,000.00
Carmichael, Renee	Music History and Appreciation MUSC-108-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/21/2018 - 6/29/2018	\$ 1,500.00
Ferguson, Jean	ESL Academic Vocabulary LANG-205-50 - 3.00 credit hour(s) 1/4 of 3.00 credit hour(s) X \$800.00 = \$600.00 5/21/2018 - 6/29/2018	\$ 600.00
Friesen, William	General Chemistry CHEM-105-01 - 5.00 credit hour(s) 5.00 credit hour(s) X \$800.00 = \$4000.00 5/21/2018 - 6/29/2018	\$ 4,000.00
Greathouse, Lachele	Intro Computer Concepts & Appl CSCI-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Harbin, Renee	Introduction to Business BSAD-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 6/05/2018)

Hinde, Guillermina Team Teach with M. Horn	Cosmetology Seminar COSM-2001-01 - 1.00 credit hour(s) 1/2 of 1.00 credit hour(s) X \$800.00 = \$400.00 5/21/2018 - 5/26/2018	\$ 400.00
Horn, Mia Team Teach with G. Hinde	Cosmetology Seminar COSM-2001-01 - 1.00 credit hour(s) 1/2 of 1.00 credit hour(s) X \$800.00 = \$400.00 5/21/2018 - 5/26/2018	\$ 400.00
Hutcheson, Tammy	Introduction to Sociology SOC1-102-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/8/2018	\$ 2,400.00
Knutson, Michael	Art Appreciation ARTS-120-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Kristalyn, Seth	English I ENGL-101-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Kristalyn, Seth	Intermediate English *** ENGL-091-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Lamb, Winsom	Developmental Psychology EDUC-110-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/8/2018	\$ 2,400.00
Lamb, Winsom	Introduction to Sociology SOC1-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Marcy, Charles	Principles of Econ: Macro ECON-111-31 - 3.00 credit hour(s) 7/8 of 3.00 credit hour(s) X \$800.00 = \$2100.00 5/21/2018 - 6/29/2018	\$ 2,100.00



**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 6/05/2018)

Nguyen, Thuy	Beginning Algebra MATH-106-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Nguyen, Thuy	Intermediate Algebra MATH-107-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Ortega, Susan	Accounting II ACCT-103-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Poteet, Amy	Interpersonal Communications I SPCH-113-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/8/2018	\$ 2,400.00
Poteet, Amy	Public Speaking SPCH-111-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/8/2018	\$ 2,400.00
Salazar, Nicholas	Health Education HPER-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Schafer, John	Microbiology BIOL-213-30 - 5.00 credit hour(s) 5.00 credit hour(s) X \$800.00 = \$4000.00 5/21/2018 - 6/29/2018	\$ 4,000.00
Schafer, John	Principles of Biology BIOL-105-30 - 5.00 credit hour(s) 5.00 credit hour(s) X \$800.00 = \$4000.00 5/21/2018 - 6/29/2018	\$ 4,000.00
Tharman, Elizabeth	Anatomy & Physiology I BIOL-211-01 - 4.00 credit hour(s) 4.00 credit hour(s) X \$800.00 = \$3200.00 5/21/2018 - 6/29/2018	\$ 3,200.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 6/05/2018)

Tharman, Elizabeth	Anatomy & Physiology II BIOL-212-01 - 4.00 credit hour(s) 7/8 of 4.00 credit hour(s) X \$800.00 = \$2800.00 5/21/2018 - 6/29/2018	\$ 2,800.00
Whitacre, Jonathan	College Algebra MATH-108-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00
Whitacre, Jonathan	College Math MATH-105-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 6/29/2018	\$ 2,400.00

---

**ADJUNCT FACULTY CONTRACTS TOTAL:** \$ 71,800.00

---

**ONLINE ADJUNCT FACULTY CONTRACTS**

---

Acevedo, Naysaha	Developmental Psychology EDUC-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/21/2018 - 6/29/2018	\$ 1,500.00
Albert, Kathleen	Public Speaking SPCH-111-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/21/2018 - 6/29/2018	\$ 1,500.00

---

**ONLINE ADJUNCT FACULTY CONTRACTS TOTAL:** \$ 3,000.00

---

**NON-CREDIT ADJUNCT FACULTY CONTRACTS:**

---

Hornbeck, Debra	Challenge Course-ROPES NON-CREDIT - 4 hours 4 contact hour(s) @ \$15.00 = \$60.00 5/5/2018	\$ 60.00
Unruh, Brandy	Challenge Course-ROPES NON-CREDIT - 4 hours 4 contact hour(s) @ \$15.00 = \$60.00 5/5/2018	\$ 60.00

---

**NON-CREDIT ADJUNCT FACULTY CONTRACTS TOTAL:** \$ 120.00

---

**Agenda No: II-C**

**Date: June 12, 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

June 2018

### Purchases over \$50,000 requiring bid sheets

- None

### Payments over \$50,000 not requiring bid sheets

- Check #263507 to City of Garden City for \$64,267.33 for monthly utilities.
- Check #263509 to Commerce Bank for \$59,637.04 for various purchase card purchases.
- Check #263585 to Great Western Dining for \$68,417.67 for various invoices.
- Check #263747 to Blue Cross-Blue Shield of Kansas for \$95,328.84 for June 2018 health insurance premiums for employees.
- Check #263919 to Great Western Dining for \$55,935.25 for various invoices.

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	108,946.00-	2,089,665.00-	2,450,000.00-	360,335.00-	14.71
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	4,240.00-	364,816.00-	350,000.00-	14,816.00	4.22-
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	3,689.00-	97,001.00-	156,676.00-	59,675.00-	38.09
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	28,902.31-	515,246.94-	480,000.00-	35,246.94	7.33-
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	0.00	2,198.21-	12,537.68-	50,000.00	62,537.68	125.08
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	1,666.00-	115,104.00-	125,000.00-	9,896.00-	7.92
11-00-0000-00000-4014 TUITION BORDER STA	0.00	4,200.00-	249,877.50-	250,000.00-	122.50-	0.05
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	91,530.00-	341,232.20-	195,000.00-	146,232.20	74.98-
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	1,000.00-	13,350.00-	15,000.00-	1,650.00-	11.00
11-00-0000-00000-4020 INTERNATIONAL FEE	0.00	800.00-	3,450.00-	0.00	3,450.00	0.00
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	110,898.00-	315,359.64-	0.00	315,359.64	0.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	1,300.00-	31,637.00-	17,500.00-	14,137.00	80.77-
11-00-0000-00000-4512 VENDING MACHINES :	0.00	545.48-	4,927.11-	6,000.00-	1,072.89-	17.88
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	3,530,635.82-	9,488,944.38-	9,452,140.00-	36,804.38	0.38-
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	67,570.69-	648,318.17-	729,883.00-	81,564.83-	11.18
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	479.08-	8,268.41-	8,138.00-	130.41	1.59-
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	38,691.09-	185,107.72-	136,633.00-	48,474.72	35.47-
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	72,150.23-	144,300.46-	144,286.00-	14.46	0.00
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	2,426.50-	14,784.72-	16,000.00-	1,215.28-	7.60
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	24,916.48-	97,250.37-	85,000.00-	12,250.37	14.40-
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	639.62-	3,640.22-	3,500.00-	140.22	4.00-
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	141,969.92	393,568.89	150,000.00	243,568.89-	162.37-
11-00-0000-00000-4817 NEIGH REV T : GENER	0.00	5,652.69	33,264.11	150,000.00	116,735.89	77.82
11-00-0000-00000-4902 INTEREST INCOME :	0.00	12,103.05-	102,495.25-	50,000.00-	52,495.25	104.98-
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	12,483.50-	45,000.00-	32,516.50-	72.26
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	66,055.04-	125,000.00-	58,944.96-	47.16
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	1,365.80-	34,192.06-	100,000.00-	65,807.94-	65.81
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	1,003.26-	9,486.99-	15,000.00-	5,513.01-	36.75
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
=====						
Totals for FUND: 11 - GENERAL	0.00	3,964,274.01-	16,178,606.82-	14,999,599.00-	1,179,007.82	7.85-
=====						
12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	21,425.00-	275,130.80-	225,000.00-	50,130.80	22.27-
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	2,748.23-	250,611.37-	263,324.00-	12,712.63-	4.83
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	28,770.00-	67,434.00-	30,000.00-	37,434.00	124.77-
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
=====						
Totals for FUND: 12 - PTE FUND	0.00	52,943.23-	1,606,787.17-	2,812,616.00-	1,205,828.83-	42.87

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	178,413.06-	483,840.15-	477,343.00-	6,497.15	1.35-
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	3,418.29-	32,847.84-	31,173.00-	1,674.84	5.36-
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	24.25-	418.95-	412.00-	6.95	1.68-
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	1,959.81-	9,383.72-	6,912.00-	2,471.72	35.75-
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	3,645.95-	7,291.90-	7,299.00-	7.10-	0.10
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	122.97-	749.23-	750.00-	0.77-	0.10
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	1,260.50-	4,921.66-	5,000.00-	78.34-	1.57
61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	32.35-	184.14-	0.00	184.14	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	7,174.40	19,892.95	15,000.00	4,892.95-	32.61-
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	285.65	1,682.07	0.00	1,682.07-	0.00
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	236,111.00-	236,111.00-	100.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	181,417.13-	518,680.19-	750,000.00-	231,319.81-	30.84
=====						
Totals for BUDGET.OFFICER: Unassigned	0.00	4,198,634.37-	18,304,074.18-	18,562,215.00-	258,140.82-	1.39

Fiscal Year: 2018

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	1,072.72	2,145.44	0.00	2,145.44-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	47,101.90	234,125.03	209,320.00	24,805.03-	11.84-
DEPARTMENT: 11020 - HUMANITIES	1,223.50	5,365.37	45,334.58	2,775.00	43,783.08-	577.76-
DEPARTMENT: 11021 - ENGLISH	11,250.00	31,994.20	317,320.22	352,690.00	24,119.78	6.84
DEPARTMENT: 11022 - SPEECH	3,375.00	8,589.03	86,212.86	75,156.00	14,431.86-	19.19-
DEPARTMENT: 11023 - PHILOSOPHY	0.00	1,614.75	8,073.75	0.00	8,073.75-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	1,614.75	0.00	1,614.75-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	4,179.45	49,503.51	51,990.00	2,486.49	4.78
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 11030 - ART	2,039.81	13,424.19	141,300.51	143,688.00	347.68	0.24
DEPARTMENT: 11031 - DRAMA	0.00	6,774.45	71,430.27	79,633.00	8,202.73	10.30
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	6,958.92	75,851.46	84,860.00	9,008.54	10.62
DEPARTMENT: 11033 - INST MUSIC	13,827.85	15,968.04	134,149.62	98,249.00	49,728.47-	50.60-
DEPARTMENT: 11040 - SCIENCE	31,960.65	45,707.77	354,069.94	341,216.00	44,814.59-	13.12-
DEPARTMENT: 11050 - MATH	7,500.00	27,071.95	280,999.25	277,740.00	10,759.25-	3.86-
DEPARTMENT: 11060 - SOCIAL SCIENCE	5,785.00	75,097.28	438,891.93	387,418.00	57,258.93-	14.77-
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	9,356.50	90,635.22	58,438.00	32,197.22-	55.09-
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	5,526.82	61,089.05	78,710.00	17,620.95	22.39
DEPARTMENT: 11081 - READING	0.00	5,053.40	59,097.21	59,536.00	438.79	0.74
DEPARTMENT: 11082 - ESL	0.00	5,913.74	60,338.60	72,280.00	11,941.40	16.52
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	894.30	23,666.99	20,000.00	3,666.99-	18.32-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	742.33	10,177.17	5,000.00	5,177.17-	103.53-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	7,767.24	77,328.01	382,205.06	413,430.00	23,457.70	5.67
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	807.39	0.00	807.39-	0.00
DEPARTMENT: 41000 - LIBRARY	1,999.75	14,019.73	162,316.77	184,472.00	20,155.48	10.93
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	587.68	7,020.78	77,669.98	87,116.00	8,858.34	10.17
DEPARTMENT: 42000 - DEAN OF LEARNING S	184.80	12,157.66	135,762.79	496,425.00	360,477.41	72.61
DEPARTMENT: 42001 - DEAN OF ACADEMICS	147.39	11,191.77	140,263.76	221,923.00	81,511.85	36.73
DEPARTMENT: 42002 - OUTREACH	4,125.00	11,067.22	109,155.02	89,568.00	23,712.02-	26.46-
DEPARTMENT: 42003 - FACULTY SENATE	0.00	1,076.30	1,076.30	0.00	1,076.30-	0.00
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	5,369.53	66,099.90	65,581.00	518.90-	0.78-
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	72.92	5,798.82	63,701.36	69,675.00	5,900.72	8.47
DEPARTMENT: 50000 - DEAN OF STUDENT SE	483.87	26,454.23	294,536.15	303,277.00	8,256.98	2.72
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	12,849.85	143,172.73	162,201.00	19,028.27	11.73
DEPARTMENT: 50011 - ASSESSMENT/TESTING	74.71	4,608.61	47,685.26	53,570.00	5,810.03	10.85
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	22,705.24	288,750.51	348,266.00	59,515.49	17.09
DEPARTMENT: 50030 - ADMISSIONS	0.00	12,381.21	135,676.64	153,974.00	18,297.36	11.88
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	24,614.19	155,822.35	168,536.00	12,713.65	7.54
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	845.71	2,259.59	3,268.00	1,008.41	30.86
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	2,160.69	21,933.12	478,037.23	619,988.65	139,790.73	22.55
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	12,231.26	167,619.21	176,209.60	8,590.39	4.88
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	10,657.92	146,709.96	165,386.51	18,676.55	11.29
DEPARTMENT: 55003 - MEN'S TRACK	0.00	4,863.88	59,322.31	75,842.25	16,519.94	21.78
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	6,171.94	54,831.18	73,686.69	18,855.51	25.59
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,680.00	10,938.29	116,528.66	131,364.50	13,155.84	10.01
DEPARTMENT: 55006 - FOOTBALL	0.00	25,865.77	458,183.28	518,645.05	60,461.77	11.66
DEPARTMENT: 55007 - BASEBALL	0.00	11,616.34	156,265.56	170,377.00	14,111.44	8.28
DEPARTMENT: 55008 - VOLLEYBALL	0.00	3,700.69	86,143.11	111,755.39	25,612.28	22.92
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	4,346.38	56,725.06	66,871.00	10,145.94	15.17
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	3,652.91	62,084.41	69,847.00	7,762.59	11.11

DEPARTMENT: 55012 - CHEERLEADING	0.00	1,432.11-	82,483.69	65,628.86	16,854.83-	25.67-
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,330.54	37,369.54	42,050.00	4,680.46	11.13
DEPARTMENT: 55014 - RODEO TEAM	1,515.00	13,174.80	149,054.43	163,626.00	13,056.57	7.98
DEPARTMENT: 55015 - MEN'S GOLF	2,002.50	5,330.11	34,684.78	39,975.00	3,287.72	8.22
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	4,492.01	150,596.48	135,117.50	15,478.98-	11.45-
DEPARTMENT: 55020 - PEP BAND	0.00	4,493.65	48,694.48	58,837.00	10,142.52	17.24
DEPARTMENT: 61000 - PRESIDENT	142.80	48,091.13	500,806.18	580,511.00	79,562.02	13.71
DEPARTMENT: 61001 - BOARD OF TRUSTEES	308.00	891.00	7,354.19	14,840.00	7,177.81	48.37
DEPARTMENT: 61005 - ATTORNEY	0.00	21,059.00	31,539.35	25,000.00	6,539.35-	26.15-
DEPARTMENT: 62000 - DEAN OF ADMIN SERV	0.00	67,463.56	1,287,731.19	1,339,102.00	51,370.81	3.84
DEPARTMENT: 62010 - HUMAN RESOURCES	93.34	10,117.72	104,838.97	156,002.00	51,069.69	32.74
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	5,400.31	64,573.17	69,932.00	5,358.83	7.66
DEPARTMENT: 62050 - ONE-TIME PURCHASES	2,666.25	9,822.75	229,411.19	235,706.00	3,628.56	1.54
DEPARTMENT: 63000 - MARKETING/PR	175.00	9,099.34	126,878.52	159,660.00	32,606.48	20.42
DEPARTMENT: 64000 - INFORMATION TECHNO	16,924.73	21,360.36	520,981.74	580,599.00	42,692.53	7.35
DEPARTMENT: 65000 - CENTRAL SERVICES	0.00	13,371.13	113,813.29	139,265.00	25,451.71	18.28
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	16,452.17	130,400.44	189,792.00	59,391.56	31.29
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	1,258.07	23,042.21	145,018.44	169,850.18	23,573.67	13.88
DEPARTMENT: 71000 - BUILDINGS	12,018.09	29,206.89	340,969.88	411,921.62	58,933.65	14.31
DEPARTMENT: 72000 - CUSTODIAL SERVICES	6,357.26	44,086.12	516,939.63	583,323.00	60,026.11	10.29
DEPARTMENT: 73000 - GROUNDS	18,799.26	20,868.27	224,455.17	309,437.20	66,182.77	21.39
DEPARTMENT: 73001 - ATHLETIC FIELDS	50.00	3,449.99	18,361.69	33,300.00	14,888.31	44.71
DEPARTMENT: 74000 - VEHICLES	847.99	39,342.59	292,230.61	388,399.00	95,320.40	24.54
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	9,272.93	135,831.67	203,608.00	67,776.33	33.29
DEPARTMENT: 76000 - INSURANCE	0.00	4,658.28	234,412.47	283,514.00	49,101.53	17.32
DEPARTMENT: 77000 - UTILITIES	0.00	65,831.76	697,550.43	850,000.00	152,449.57	17.94
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	15,402.99-	70,351.43-	62,000.00	132,351.43	213.47
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	183.00	1,594.00	5,000.00	3,406.00	68.12
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	3,355.00	31,794.00	30,000.00	1,794.00-	5.97-
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	1,026.00	9,219.00	11,000.00	1,781.00	16.19
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	3,244.00	298,788.00	169,613.00	129,175.00-	76.15-
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	127,368.00	55,194.00	72,174.00-	130.75-
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	24,432.00	0.00	24,432.00-	0.00
DEPARTMENT: 94000 - STUDENT CENTER	809.60	2,515.00	21,093.32	24,116.00	2,213.08	9.18

=====

FUND: 11 - GENERAL	160,213.75	1,171,070.99	13,279,582.40	14,999,599.00	1,559,802.85	10.40
--------------------	------------	--------------	---------------	---------------	--------------	-------



Fiscal Year: 2018

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	5,590.12	56,769.76	58,631.00	1,861.24	3.17
DEPARTMENT: 12011 - MID-MANAGEMENT & B	2,250.00	39.29	176.84	250.00	2,176.84	870.73
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	7,848.28	62,970.73	66,275.00	3,304.27	4.99
DEPARTMENT: 12200 - ADN PROGRAM	2,713.47	27,162.14	253,805.66	291,931.00	35,411.87	12.13
DEPARTMENT: 12201 - LPN PROGRAM	7,764.53	36,371.23	274,441.65	303,973.00	21,766.82	7.16
DEPARTMENT: 12202 - EMT	0.00	13,957.72	169,076.67	176,156.28	7,079.61	4.02
DEPARTMENT: 12203 - ALLIED HEALTH	3,562.00	14,538.08	153,808.05	140,646.00	16,724.05	11.88
DEPARTMENT: 12210 - AGRICULTURE	1,454.52	4,570.24	55,066.12	60,098.00	3,577.36	5.95
DEPARTMENT: 12211 - ANIMAL SCIENCE	2,546.45	10,079.68	113,799.00	106,695.00	9,650.45	9.03
DEPARTMENT: 12220 - JOHN DEERE AG TECH	2,138.51	12,241.77	131,063.81	163,988.00	30,785.68	18.77
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	81.13	6,977.18	71,221.99	85,369.00	14,228.14	16.67
DEPARTMENT: 12240 - CRIMINAL JUSTICE	9,780.76	10,704.03	98,993.46	90,729.00	18,045.22	19.88
DEPARTMENT: 12241 - FIRE SCIENCE	729.84	7,928.03	68,404.69	76,407.00	7,272.47	9.52
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,439.78	111,339.17	123,343.00	12,003.83	9.73
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	7,959.70	22,106.21	222,370.62	290,278.00	59,947.68	20.65
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	0.00	1,743.00	1,743.00	100.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	3,197.28	31,095.00	56,298.00	25,203.00	44.77
DEPARTMENT: 12273 - WELDING	4,209.79	31,005.65	195,940.83	218,760.00	18,609.38	8.51
DEPARTMENT: 42005 - DEAN OF TECHNICAL	220.18	17,167.29	161,173.16	479,845.72	318,452.38	66.37
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	20,000.00	20,000.00	100.00
=====						
FUND: 12 - PTE FUND	45,248.62	241,924.00	2,231,517.21	2,812,616.00	535,850.17	19.05

Fiscal Year: 2018

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,136.65	11,360.36	57,750.00	46,389.64	80.33
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	6,700.00	6,700.00	100.00
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	480.74	7,939.30	9,028.92	1,089.62	12.07
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	344.00	508.71	164.71	32.38
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	148,926.15	297,852.30	0.00	297,852.30	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	5,604.00	5,604.00	0.00	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	4,951.87	3,027.76	1,924.11	63.54
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	382.20	8,372.35	13,875.27	5,502.92	39.66
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	430.60	4,524.24	19,500.00	14,975.76	76.80
DEPARTMENT: 55007 - BASEBALL	0.00	882.60	15,418.52	19,951.84	4,533.32	22.72
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,716.37	3,248.05	6,850.00	3,601.95	52.58
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	5,435.51	5,979.02	543.51	9.09
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	396.00	788.98	392.98	49.81
=====						
FUND: 14 - ADULT SUPPLEMENTARY ED	0.00	154,955.31	367,550.93	152,144.50	215,406.43	141.57

Fiscal Year: 2018

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	898.52	6,304.95-	124.00	23,500.00	22,477.48	95.65
DEPARTMENT: 94000 - STUDENT CENTER	2,705.00	21,655.81	227,999.82	231,415.00	710.18	0.31
DEPARTMENT: 95000 - STUDENT HOUSING	13,353.66	190,796.00	2,507,585.21	2,812,085.00	291,146.13	10.35
DEPARTMENT: 98000 - COSMETOLOGY	2,442.48	6,553.67	93,799.82	136,624.00	40,381.70	29.56
DEPARTMENT: 97000 - BOOKSTORE	7,042.77	41,567.36	612,916.73	999,000.00	379,040.50	37.94
DEPARTMENT: 91000 - ARENA	207.28	1,035.16	10,261.39	0.00	10,468.67-	0.00
=====						
FUND: 16 - AUXILIARY ENTITIES	26,649.71	255,303.05	3,452,686.97	4,202,624.00	723,287.32	17.21

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	39.98	16,151.00	16,151.00	0.00	0.00
DEPARTMENT: 12273 - WELDING	9,130.00	23,634.88	413,583.24	560,442.49	137,729.25	24.58
DEPARTMENT: 14010 - AO-K	0.00	0.00	939.48	2,998.06	2,058.58	68.66
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	5,254.83	5,254.83	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	2,381.25	2,656.44	275.19	10.36
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	3,358.96	115,645.80	117,422.04	1,776.24	1.51
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	3,230.33	52,444.52	49,214.19	93.84
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	695.00	20,652.50	182,273.11	303,854.00	120,885.89	39.78
DEPARTMENT: 12241 - FIRE SCIENCE	1,452.71	0.00	23,847.29	25,300.00	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	4,437.64	2,165.14	4,187.26	9,070.00	445.10	4.91
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	5,785.45	68,142.95	77,027.00	8,884.05	11.53
DEPARTMENT: 13301 - ADULT ED - INSTRUC	718.60	361.70	1,613.89	13,005.00	10,672.51	82.06
DEPARTMENT: 11040 - SCIENCE	0.00	2,846.94	29,980.05	38,352.00	8,371.95	21.83
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	9,872.41	105,530.92	113,122.00	7,591.08	6.71
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	20,804.56	55,000.00	34,195.44	62.17
=====						
FUND: 22 - RESTRICTED GRANTS	16,433.95	68,717.96	1,004,075.60	1,464,020.02	443,510.47	30.29

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	1,506.41	401.00	1,105.41-	275.65-
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	4.41-	1,217.90	1,222.31	100.36
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	2,030.72	36,698.43	176,045.93	139,347.50	79.15
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	14,400.00	16,831.07	139,017.14	188,000.00	34,582.86	18.40
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	921.46	9,314.20	9,400.00	85.80	0.91
DEPARTMENT: 13301 - ADULT ED - INSTRUC	562.06	14,647.12	95,417.94	119,825.00	23,845.00	19.90
DEPARTMENT: 00000 - GENERAL	0.00	0.00	37,500.00-	37,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	204.40-	7,452.26	73,397.95	110,653.00	37,459.45	33.85
=====						
FUND: 24 - ADULT EDUCATION	14,757.66	42,020.23	318,123.88	578,220.60	245,339.06	42.43

Fiscal Year: 2018

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	309,580.25	7,161.00	34,045.11-	750,000.00	474,464.86	63.26
=====						
FUND: 61 - CAPITAL OUTLAY	309,580.25	7,161.00	34,045.11-	750,000.00	474,464.86	63.26

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	6,070.83	26,107.22	405,314.19	434,941.50	23,556.48	5.42
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	54,825.85	60,000.00	5,174.15	8.62
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	591.18	5,012.29	33,700.00	28,687.71	85.13
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	2,980.28	12,696.85	21,151.29	8,454.44	39.97
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	6,070.83	34,673.20	483,957.18	558,792.79	68,764.78	12.31

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	0.00	2,552.00	0.00	2,552.00-	0.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	4,982.00	0.00	4,982.00-	0.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	300.00-	17,935.00	0.00	17,935.00-	0.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	14,824.00	0.00	14,824.00-	0.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	8,749.00	0.00	8,749.00-	0.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	17,188.00	0.00	17,188.00-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	2,669.00	0.00	2,669.00-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	4,738.00	0.00	4,738.00-	0.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	14,940.00	0.00	14,940.00-	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	6,858.00	0.00	6,858.00-	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	300.00-	9,242.00	0.00	9,242.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	300.00-	9,781.00	0.00	9,781.00-	0.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	31,534.00	0.00	31,534.00-	0.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	300.00-	57,410.00	0.00	57,410.00-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	8,444.00	0.00	8,444.00-	0.00
DEPARTMENT: 11030 - ART	0.00	300.00-	13,309.00	0.00	13,309.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	0.00	12,264.00	0.00	12,264.00-	0.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	20,584.00	0.00	20,584.00-	0.00
DEPARTMENT: 11033 - INST MUSIC	0.00	300.00-	127,115.00	0.00	127,115.00-	0.00
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	0.00	13,772.00	0.00	13,772.00-	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	21,143.00	0.00	21,143.00-	0.00
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	29,148.00	0.00	29,148.00-	0.00
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	300.00-	17,345.00	0.00	17,345.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	2,100.00-	416,526.00	0.00	416,526.00-	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	0.00	0.00	234,360.00	500,000.00	265,640.00	53.13
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	0.00	234,360.00	500,000.00	265,640.00	53.13

Garden City Community College  
5/31/2018

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 42,645.66	0.0000%
State Municipal Invest. Pool	\$ 30,465.30	1.2500%
Landmark National Bank	<u>\$ 6,730,159.10</u>	1.7100%
	<u>\$ 6,803,270.06</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
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
Commerce Bank	CD	<u>\$ 1,000,000.00</u>	1.8500%	5/17/2018	11/17/2018
		<u>\$ 5,000,000.00</u>			
 Total		 <u><u>\$ 11,803,270.06</u></u>			

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

**Date:** June 12, 2018

**Topic:** Ellucian Software Maintenance

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

**Background Information:**

Ellucian (previously Datatel) is the administrative software used by the college. The annual maintenance renewal fee for FY19 is \$299,754.00. The maintenance fee for FY18 was \$286,951. The fee represents a 4% increase over last year.

**Budget Information:**

**FY19 General Fund**  
**\$299,754.00**

**Recommended Board Action:**

Board authorizes the administration to renew the maintenance agreement with Ellucian

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

**Board Member Notes:**

4/27/18

# Invoice

**Bill-To:**

Garden City Community College  
 Accounts Payable  
 801 Campus Drive  
 Garden City KS 67846-6398  
 USA

**Invoice No./ Date** 90258969 05/02/2018  
**Order No.** 47812  
**Customer** 102557  
**Currency** USD  
**Payment** Total due and payable by 07/01/2018  
**Total Amount** 299,754.00

**For Invoice Inquiries:**

Ellucian Customer Success Enablement Team  
 Phone: (610)578-5750  
 Toll Free: (855)206-5589  
 Email: CSEnablement@ellucian.com

**Invoice Details**

Description	Amount
<b>Annual Maintenance Renewal</b>	
<b>From 07/01/2018 To 06/30/2019</b>	
<b>CORE</b>	55,990.00
<b>STUDENT</b>	48,405.00
<b>FINANCE</b>	47,017.00
<b>HUMAN RESOURCES</b>	17,822.00
<b>WORKFLOW</b>	
FINANCE WORKFLOW DEFINITION TOOL ANNUAL LICENSE	3,864.00
ST WORKFLOW DEFINITION TOOL ANNUAL LICENSE	3,864.00
HR WORKFLOW DEFINITION TOOL ANNUAL LICENSE	3,864.00
CA WORKFLOW DEFINITION TOOL ANNUAL LICENSE	3,864.00
<b>FUND RAISING</b>	13,310.00
<b>PER USER</b>	28,148.00
<b>APPLICATION DEVELOPMENT ENVIRONMENT</b>	41,308.00
<b>OTHER</b>	
MT ELLUCIAN PORTAL	4,631.00
AL ELECTRONIC APPLICATION UTILITY	3,611.00
ELLUCIAN MAINTENANCE ADVANTAGE	15,899.00

**Please Remit To:**

Ellucian Company L.P.  
 62578 Collections Center Drive  
 CHICAGO IL 60693  
 USA

**ACH Information:**

Bank of America  
 100 West 33rd Street New York NY 10001  
 ABA# 071000039  
 Beneficiary Name: Ellucian Company L.P.  
 Account # 81880-91099  
 Email: electronic-payment-info@ellucian.com

**Doc. No./Date**  
90258969 / 05/02/2018

<u>Description</u>	<u>Amount</u>
<b>PARTNER</b>	
RDBMS AE USERS PARTNER MAINTENANCE	664.00
MT APPLICATION SERVER 0-100 PARTNER	7,493.00
<hr/>	
<b>Subtotal:</b>	<b>299,754.00</b>
<b>Tax :</b>	<b>0.00</b>
<b>Total Amount</b>	<b>USD 299,754.00</b>

**Please Remit To:**  
Ellucian Company L.P.  
62578 Collections Center Drive  
CHICAGO IL 60693  
USA

**ACH Information:**  
Bank of America  
100 West 33rd Street New York NY 10001  
ABA# 071000039  
Beneficiary Name: Ellucian Company L.P.  
Account # 81880-91099  
Email: [electronic-payment-info@ellucian.com](mailto:electronic-payment-info@ellucian.com)



**Agenda No: II-E**

**Date: June 12, 2018**

**Topic:** Engagement Letter

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

**Background Information:**

Trustees determined at the May 16, 2018, special meeting to retain an independent investigator regarding the May 8, Faculty Senate Executive Committee document.

**Budget Information:**

General Fund

**Recommended Board Action:**

Accept and approve the engagement letter to retain the services of Mr. Georgory P. Goheen with McAnany, Van Cleave & Phillips P.A.

**Board Action Taken:**

\_\_\_\_\_Approved \_\_\_\_\_Disapproved  
\_\_\_\_\_Ayes \_\_\_\_\_Nays \_\_\_\_\_No Action

**Board Member Notes:**

**Agenda No: II-F**

**Date: June 12, 2018**

**Topic:** Revision of Appointments

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

**Background Information:**

GCCC's Chief Financial Officer/Vice President of Business Affairs was hired June 1, 2018. The following revisions are suggested.

Authorized Signature .....	Glendon Forgey
College Treasurer.....	Glendon Forgey
Alternate Designated Agents for KPERS.....	Glendon Forgey

**Budget Information:**

**Recommended Board Action:**

Accept and approve the suggested revision to appointments

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

**Board Member Notes:**

## JUNE 2018 MONITORING REPORT

<b>EXECUTIVE LIMITATIONS</b>		<b>ANNUAL</b>
<b>Compensation/Benefits</b>	<b>#1</b>	<b>Page 15</b>
<b>The President shall not change his or her own compensation or benefits.</b>		

**CEO's Interpretation:**

The Board determines the President's compensation and benefits and directs preparation of presidential employment contract.

**Data directly addressing the CEO's interpretation:**

June 2017, the Board took action to renew the president's contract for three years and make agreed upon modifications to the agreement. The signed contract is on file with the office of Human Resources and business office.

<b>EXECUTIVE LIMITATIONS</b>		<b>ANNUAL</b>
<b>Compensation/Benefits</b>	<b>#2</b>	<b>Page 15</b>
<b>The President shall not promise or imply permanent or guaranteed employment.</b>		

**CEO's Interpretation:**

The Policy Governance Handbook, on page 26, states that the president is vested and delegated with the authority to secure personnel for GCCC. Furthermore, it is interpreted that no employee, other than those covered by the negotiated agreement, will be considered permanent, including the president.

**Data directly addressing the CEO's interpretation:** Each month the Board receives a list of all new faculty, adjunct instructors, and full-time employees. Faculty are covered under the Negotiated Agreement which is approved by the Governing Board. Staff employed at GCCC are at-will and can be terminated at any time without cause.

<b>EXECUTIVE LIMITATIONS</b>		<b>ANNUAL</b>
<b>Compensation/Benefits</b>	<b>#3</b>	<b>Page 15</b>
<b>The President shall not establish compensation and benefits which:</b>		
<b>A. Deviate significantly from the geographic area or market for the skills employed;</b>		
<b>B. Create obligations over a longer term than reserves can be safely projected, in no event longer than one year, and in all events subject to losses of revenue.</b>		

**CEO's Interpretation:** The President shall make annual raise decisions that are consistent with local, regional, and national employment markets. Recommended raises and salary adjustments for any and all employees will be made in accordance within institutional budget.

**Data directly addressing the CEO's interpretation:**

Compensation and benefits for faculty are analyzed and reviewed during the negotiation process. All other employees' salary and benefit considerations are reviewed annually and are considered during the institutional budget process.

GCCC may utilize external agencies for salary comparison and annually update its compensation data base. Salary and benefits are commensurate of the duties, experience and responsibilities of the employee.

**GCCC BOARD INCIDENTAL INFORMATION**  
**June 2018**

**Ryan Ruda, Vice President for Instruction/Student Services:**

**Academics**

GCCC has a current headcount of 739 students with a combined credit hour enrollment of 4161 for the 2018 Summer semester.

The next summer session will begin on June 11.

Cyber Security camp began June 4

Ron Carlson will be hosting a Youth Entrepreneur camp later this summer.

**Technical Education and Workforce Development**

The Tech Ed division finished the year very strong. There were so many great activities and programs that were associated with commencement, and several programs had special ceremonies to celebrate all their accomplishments. It was a successful year and the number of students who earned degrees and certificates was an all-time high. Here are some of the other highlights from Tech Ed and Workforce Development:

**Technical Education:**

- Welding
  - The department had the best semester for GTAW certification in its history. 77% passed a 6G in GTAW pipe, the most difficult certification to complete.
  - It was a great year at Deerfield High School. All four students earned a 2G SMAW cert and three of the four earned a 3G SMAW certification.
  - As of right now, the Welding Program is full for next fall and there is a waiting list with students who are interested in joining the program.
  
- Criminal Justice
  - Scenario Day was April 24 and the department had evaluators from GCPD and family crisis on campus to participate. This event continues to grow and thrive.
  - DPS Awards ceremony was May 3. This was a special event and was well attended by students, parents, and staff from Criminal Justice, Fire Science, and EMST.
  - Five students from the Criminal Justice program attended the Collegiate Law Academy at the Kansas Highway Patrol facility. This occurred after classes were completed. This was a four-day event where students learned about the highway patrol.
  - Students within the Criminal Justice department regularly participate in a significant amount of community service events throughout the year. They will continue to do community service events through the summer.
  
- Allied Health
  - Faculty within the department have kindly stepped up multiple times to cover courses that would have been cancelled because of adjunct instructors quitting days before classes were to begin. They have accepted those courses beyond their own full schedule and managed to give 110% to every class and student. One instructor carried a course load of 30+ credits for one semester so we did not have to cancel classes for any students because an instructor backed out. Our

instructors have an undeniable passion to support the growth of the Allied Health Program and the dreams of the students who wish to join it.

- Here are some figures that highlight the successes in this department:
  - Caroline Bradshaw:
    - Spring C.N.A. Students: 100% pass course, 98% pass State Certification exam
    - 5 CNA courses (85 students total enrolled in C.N.A., 80 students tested for State Certification with 78 passing on their first attempt)
    - (for reference, the state recommended ration of student to instructor is 10:1 for CNA)
  - Sherri Williams:
    - 1 course (6 students enrolled in Medication Aide with a 100% pass course, 100% pass State Certification exam on first attempt)
    - (for reference, the state recommended ration of student to instructor is 6:1 for CMA)
- Nursing
  - This department had one of the largest pinning ceremonies ever at GCCC. There were 24 ADN students who got pinned and 33 PN students (that is 57 new nurses), and around 750 guests in attendance.
  - Students are scheduling to take their boards now for this summer.

#### Workforce Development:

- The discussions with Tyson Foods, Inc. continue to progress. Trainings will begin in July with the first class being taught with 6-8 Tyson employees training on Basic Electric Motor Controls.
- Future courses/trainings will include hydraulics, electronics, and other disciplines within the area of industrial maintenance.

#### Student Services:

##### Admissions

May 22 was an enrollment day. Had about 35 in attendance.

June 5 is the next enrollment date.

Staff is busy evaluating transcripts.

They are also busy updating fliers and enrollment materials.

Campus visitors are down a little bit from last year. For May we had 15.....2017 we had 20.

We have also been very busy processing applications. For the month of May we have received 178 applications.

We have sent 6 new I20's to international students for May, which will bring our total to 47 for the Fall 2018 term.

##### Advising

Busy enrolling students for summer and fall.

##### Disability Services and Compliance

Summer academic accommodations are up and running. Accepting documentation for student entering in the fall and advising students.

### TRIO Student Support Services

GCCC TRIO Student Support Services has 199 out of the required 200 for this grant year. The program is likely to meet the “funded to serve” number by the end of June which is two months ahead of schedule.

### **Emily Clouse, Vice President for Administrative Services:**

#### Bookstore

The bookstore is busy working on ways to improve the customer experience. This includes working on ways to save GCCC students money. The bookstore has also been busy assisting students with getting their student ID’s for the two early enrollment days. Most of the summer courses have started, and the bookstore has provided books for these courses.

#### Marketing and Public Relations

Alexis has been busy assisting with marketing. She helped organize the Garden City Community College participation in the Beef Empire Day Parade.

#### Campus Police

On May 8-10, 2018, the Campus Police Chief attended the annual Kansas Association of Chiefs of Police Conference, which was held in Wichita. During the conference, the Chief attended training on the following subjects: Cyber Security, Video Surveillance, Smart Phone Forensics, Dark Web Investigations, Fraud & Exploitation and Limitations of Body Worn Camera Videos. Much of the information obtained can be immediately used to enhance investigations and assist with evidence collection for serious cases.

During the month, the Campus Police Chief attended Peer Support training with regional police executives and personnel. The training was free and held in Garden City. The Kansas Bureau of Investigation Instructor presented information on stress and how critical incidents can adversely affect personnel. Support groups are being formed in the regional agencies to assist with the issues and to lessen the impact of PTSD. The Campus Police Chief will promote this program and encourage officers to utilize the confidential support system.

On May 21, 2018, Derry Pierce began his employment as a part-time (non-sworn) Campus Safety Officer. Derry is a freshman at GCCC in the ROTC & Criminal Justice Programs. Derry recently graduated from Army/National Guard boot camp. He is planning to transfer to Pittsburgh State after graduation. We are very excited to have Derry join our team!

#### Print Shop

The Print Shop has been doing yearly inventory, printing textbooks and materials for summer classes. The large format printer has been set up and tested on prints for facilities and technical classes. Facilities and Creative Services are working on some plans to use the printer to improve campus buildings with large visual marketing and photographs.

Creative Services has been posting social media post. These post have gained a lot of attention, and they showcase the great activities happen at GCCC. More projects starting are part of the website build and catalog revisions for 2018-2020 are projects.

A few of the other important printing items include The President’s Newsletter, camp fliers, and ads for Kansas Pregame magazine and social media.

### Payroll Department

During the month of May the Payroll Department:

- Met with BCBS Representative and HR to go over utilization reports
- Assisted Retirees with the process and paperwork
- Sat on several interview committees
- Attended KPERS Summer Pay Webinar
- Prepared for the Pre-Audit Walkthrough
- Met with the Outreach Coordinator to go over the Encumbered Payroll processes and timeline for the lists of contracts that go to the GCCC BOT for approvals
- May 10 pay date – Student and Part-time; May 25 pay date – Full-time and Adjunct Instructors.

### Human Resources

The Department of Human Resources has been working on filling position vacancies. There has been many great candidates for these position vacancies. Human Resources also assisted with policy updates and contract updates.

The Department of Human Resources and Payroll met with a Blue Cross Blue Shield Representative to over utilization reports.

### **Dr. Glendon Forgey, CFO/Vice President for Business Affairs:**

#### **Business Office**

Staff from Lewis, Hooper and Dick came to the college on May 18 for pre-audit work. The visit went well. Our full audit is scheduled for July 24 to August 3. The business office has been working with various grant directors to prepare for the fiscal year end and make sure everything is in order. Our staff has been preparing for fiscal year end and closing down the books.

We have been working with the bookstore and administration to research the possibility of using Cengage Unlimited for our students in the fall. The subscription to Cengage would cover most of the student's textbooks at a significant savings to the student.

We recently added an additional Nelnet product that allows students to make their residential life reservation fee payment online. Residential life has started using StarRez software for their students to sign up for rooms in the fall. The software directs them to a Nelnet page to pay their reservation fee before they can complete the process to sign up for resident life, 224 students have paid their reservation fees using this product.

#### Facilities

- Pre-Bid meetings with contractors for summer projects
- Project management and funding allocation for summer projects
- Graduation Coordination
- Coordinated with Roofing contractor on summer roofing project. Scheduled timelines for each roofing location. Communicated with faculty and staff on whom this could affect.

#### Maintenance:

- Set up carpet, stage and screen for graduation. Disassembled stage after graduation and put into storage.



- Started EMT project. Demo carpet off the wall. Remove poles out of ambulance storage. Also removed all items that were in EMT storage.
- Started DPS project. Built closet with double doors for storage in the Team T training room.
- Started on choir room remodel. Strip carpet clean of excess glue off of the floor. Floor will be painted, walls will be painted and new ceiling tile will be installed. Cove base will also be installed.
- Keeping up on all work orders with no more than 25 last month.
- Completed walk-throughs of all student housing for repair itemized lists.
- Begin repair work on student housing. West hall is halfway completed.
- Assisted with graduation security

#### Grounds:

- Assisted maintenance with EMT demolition
- Campus irrigation repair and maintenance
- Assisted with graduation setup and security, as well as teardown
- Kept on campus mowing and cleanup
- Kept up on work orders

#### Custodial:

##### Set- Ups:

- DPAC main gym Custodial staff cleaned all north bleacher chairs, banquet tables and chairs, etc.
- BAA luncheon held in Endowment Room
- Monthly Board meetings
- Endowment Auction Set-up/ tear down @ 3I bldg.
- Ambassador Selection Dinner held in Endowment Room
- Women In Tech for 60 people held in Endowment Room/ Portico
- SGA Banquet 130 people
- Faculty Luncheon for 100 people held in Endowment Room
- Athletic Banquet for 520 people
- Commencement

#### Custodial Coverage:

- Theater performance
- Banquets
- Commencement
- Completed help desk
- Order supplies

#### Transportation:

- The fleet is in good shape, the buses are receiving their annual major service and DOT inspections. Our smaller vehicles are being deep cleaned and detailed, as they become

available. Summer is also an important recruiting season for our coaches so the cars and most of the minivans are on the road most days.

# 2019 and Beyond: A Clear and Present Future GCCC Dynamic Strategic Plan





Founded in 1919, Garden City Community College has served the public longer than any other community college in Kansas. GCCC is the senior leader in community college education for Kansas with a tradition of preparing men and women of all ages from diverse backgrounds for success in their lives and careers. The Aspen Institute College Excellence Program has ranked GCCC among the top 10 percent of American community colleges for two consecutive years. In 2012, CNN-Money Magazine ranked GCCC among the top 24 community colleges in the U.S. for student success.

The mission of this college is to help each student become a positive contributor to society and the economy. GCCC offers opportunities for each individual who steps onto the campus, logs onto our website, calls our phone lines, and entrusts his or her future to the opportunities we provide.

From here, you can go anywhere.

# PILLARS OF PROGRESS

The foundation of Garden City Community College's strategic plan are the four Pillars of Progress. These Pillars serve as foundational components for sustainability and longevity of the institution and our mission of producing positive contributors to society. Additionally, they support our shared vision of becoming the premier educational nexus to progress and world-class learning in a dynamic environment.

The four Pillars represent basic requirements for institutional and academic excellence:

Student Success  
Institutional Partnerships  
Fiscal Solvency  
Sustainable Infrastructure

These Pillars of Progress are timeless and function as the guideposts for the institution's goals as we move through 2019 and beyond. This strategic plan is a dynamic living document, revisited annually to monitor progress toward our goals, and comprehensively evaluated every five years to remain relevant and responsive to the dynamic environment in which the institution exists and thrives.



## **MISSION**

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

## **VISION**

**GCCC will be the premier educational nexus to progress, providing world class learning in a dynamic environment. From here, you can go anywhere.**

## **VALUES**

**Bold innovation**

**Unwavering Integrity**

**Service and Collegiality**

**Trust, Transparency, & Accountability**

**Empowered Creativity & Academic Freedom**

**Responsible Leadership**

**Student-centered focus**

# 2019 and Beyond: A Clear and Present Future GCCC Dynamic Strategic Plan



## **PILLAR 1: STUDENT SUCCESS**

**GOAL: ATTRACT, ENROLL, RETAIN AND GRADUATE STUDENTS WHILE INCREASING OPPORTUNITIES FOR ENRICHMENT AND ENGAGEMENT**

### **Objective 1.1: Access**

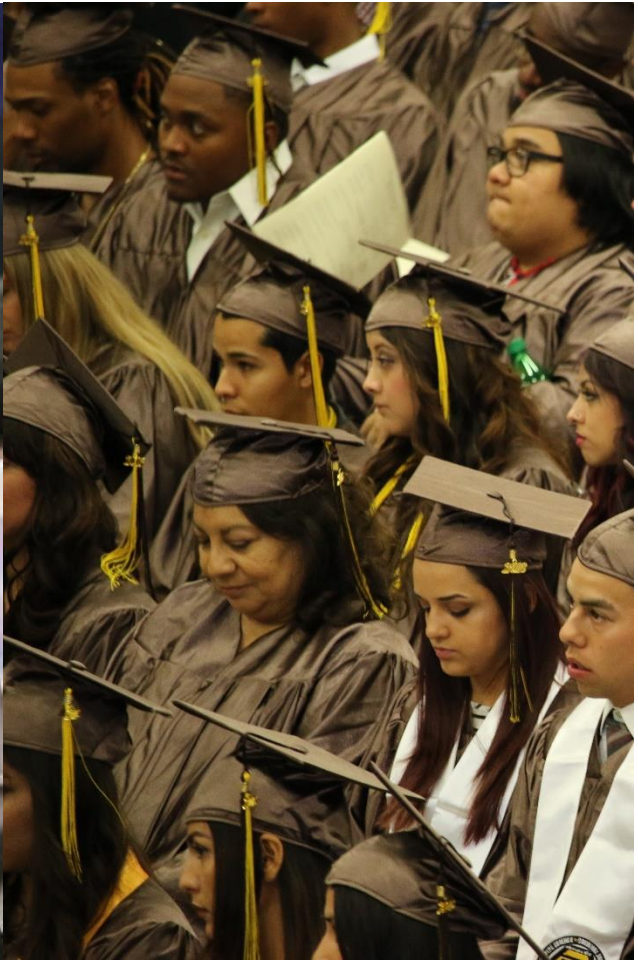
- Strategy 1.1.1: Develop a comprehensive enrollment management plan**
- Strategy 1.1.2: Improve practices to assist with proper placement and transition through developmental education**
- Strategy 1.1.3: Increase online offerings to serve a broader community**
- Strategy 1.1.4: Target adult and working student populations**

### **Objective 1.2: Engagement**

- Strategy 1.2.1: Strengthen student advising**
- Strategy 1.2.2: Increase fall to fall retention rates**
- Strategy 1.2.3: Increase developmental student success rate**

### **Objective 1.3: Completion**

- Strategy 1.3.1: Systematically review General Education curriculum and Pathways**
- Strategy 1.3.2: Increase student access to affordable textbooks and course materials**
- Strategy 1.3.3: Increase three year graduation rates**
- Strategy 1.3.4: Increase student involvement in co-curricular activities**





# 2019 and Beyond: A Clear and Present Future GCCC Dynamic Strategic Plan



## PILLAR 2: INSTITUTIONAL PARTNERSHIPS

### GOAL: STRENGTHEN AND EXPAND EXTERNAL PARTNERSHIPS

#### Objective 2.1: Awareness

**Strategy 2.1.1: Strengthen partnerships with local business for workforce training**

**Strategy 2.1.2: Strengthen partnerships with local business for continuing education**

**Strategy 2.1.3: Increase strategic marketing of programs to appropriate audiences to benefit all stakeholders**

**Strategy 2.1.4: Strengthen university partnerships to increase transfer rate**

#### Objective 2: Involvement

**Strategy 2.2.1: Create a seamless process for university transfer through development and monitoring of articulation agreements with 4-year partners**

**Strategy 2.2.2: Develop continuing education courses for community access and short term skill acquisition**

**Strategy 2.2.3: Add, modify, and eliminate programs to meet market demands**

**Strategy 2.2.4: Strengthen outreach to increase dual credit opportunities**

# 2019 and Beyond: A Clear and Present Future GCCC Dynamic Strategic Plan



## **PILLAR 3: FISCAL SOLVENCY**

**GOAL: DEVELOP AND ELEVATE INSTITUTIONAL EFFECTIVENESS AND ORGANIZATIONAL STRENGTH THROUGH ENHANCING HUMAN, PHYSICAL, AND FINANCIAL RESOURCES**

### **Objective 3.1: Performance**

- Strategy 3.1.1: Increase professional development opportunities for faculty, staff, and leadership**
- Strategy 3.1.2: Implement a comprehensive training program for new and existing employees**
- Strategy 3.1.3: Analyze organization structure and realign to maximize institutional efficiency, integration, and effectiveness**

### **Objective 3.2: Support**

- Strategy 3.2.1: Promote, nurture, and reward excellence in teaching and service**
- Strategy 3.2.2: Establish a succession plan**
- Strategy 3.2.3: Increase financial contributions from private and public sources to support programs and operations**
- Strategy 3.2.4: Increase communication and support to adjunct, outreach, and online faculty**
- Strategy 3.2.5: Improve and increase communication among administration, faculty, and staff**

# 2019 and Beyond: A Clear and Present Future GCCC Dynamic Strategic Plan



## **PILLAR 4: SUSTAINABLE INFRASTRUCTURE**

**GOAL: ENHANCE AND IMPROVE EFFECTIVENESS OF INSTITUTIONAL RESOURCES**

### **Objective 4.1: Facilities**

**Strategy 4.1.1: Develop a facilities master plan for future growth to include improvements and repairs with a focus on accessibility and for deferred maintenance**

**Strategy 4.1.2: Continue to upgrade technological infrastructure to meet institutional needs**

### **Objective 4.2: Effectiveness of Institutional Resources**

**Strategy 4.2.1: Increase efforts to ensure campus safety**

**Strategy 4.2.2: Seek endowed positions for faculty**

**Strategy 4.2.3: Incorporate an HR plan for identifying instructional areas requiring expansion and hire new faculty**

**Strategy 4.3.4: Enhance learning processes with technology**

## 2019 and Beyond: A Clear and Present Future GCCC Dynamic Strategic Plan

The development of the Garden City Community College 2019 and Beyond Strategic Plan began in the summer of 2017. The existing college goals were incorporated into the plan and surveys were administered in both the summer and fall. From those surveys, goals, and SWOT analysis, the framework of the plan emerged, focusing on four main components, the pillars of success, that serve as the foundation of the long term plan.

The Strategic Planning Committee (SPC) was formed, comprised of broad institutional representation, and began meeting on a regular basis.

Committee members:

Jacquelyn Messinger, Committee Chair

Ryan Ruda

Colin Lamb

Emily Clouse

Phil Terpstra

Nancy Unruh

Sheena Hernandez (Faculty Senate)

Phil Hoke (Faculty Senate)

Rodney Dozier

Tammy Tabor

Andrew Gough

Brandy Unruh

Deborah Nicholson

Derek Ramos

Melinda Harrington

Shelli Lalicker

Chuck Pfeifer

Amanda Harms

Clay Woydziak (Student Government Association)

These meetings focused on creation of the strategies the institution will implement to facilitate support of the mission and vision of the college. The resulting Strategic Plan highlights four timeless pillars as a foundation for progress. The associated goals and strategies represent key issues for the College to focus on over the next several years in order to advance the institution. Moving forward, divisional and departmental strategies will be established to support the plan.

Key Performance Indicators (KPIs) will serve to measure overall success of the strategies. Each strategy is owned by one or more members of the administrative team. Team members will complete, or assign to others, actions or assignments to accomplish the strategies. Each strategy has associated metrics and targets determining success. Resulting data at annual assessment will determine progress on the strategy, with the associated KPI measuring overall progress toward the overarching goals of the associated Pillars. The Strategic Plan is assessed annually and modified or adjusted as necessary

to meet the needs of stakeholders, retire completed strategies, and implement new strategies supporting the college's mission.

The Strategic Plan is assessed annually with updates to progress on strategies, with a full report after the end of the academic year. The annual Strategic Plan Report provides evidence of progress for the various strategies. The report is then aligned with assessment at the program, department, and administrative outcomes level.

