

July 6, 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, July 10, 2018**. The meeting will be held in the **Endowment Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

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. Executive Session
 - D. 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)
 - E. President’s Report
 - F. Report from Faculty Senate
- II. CONSENT AGENDA Action**
- A. Approval of minutes of previous meetings (June 12, 2018).....pg. 2
 - B. Approval of personnel Actions-Human Resources.....pg. 8
 - B-1 Human Resources Report.....pg. 9
 - B-2 Adjunct/Outreach Contracts.....pg. 10
 - C. Financial information.....pg. 18
 - C-1 Checks processed in excess of \$50,000.....pg. 19
 - C-2 Revenues.....pg. 20
 - C-3 Expenses.....pg. 22
 - C-4 Cash in Bank.....pg. 29
 - D. Purchases over \$50,000
 - D-1 Canvas Learning Management System.....pg. 30
 - E. Approval of Strategic Plan- 2019 and Beyond: A Clear and Present Future...pg. 34
- III. OTHER ACTION: Action**
- A. Discussion of 2018-2019 budget.....pg. 35
 - B. Approval of 2018-2019 budget for publication **Action**
- IV. CONFIRMATION OF MONITORING REPORTS:**
- A. Monitoring Reports and ENDS **Consensus Approval**
 - A-1a- Monitoring Report – Annual, Mission.....pg. 36
 - A-1b-Annual, Budgeting/Financial Planning/Forecasting #1, #2.....pg. 37

Board of Trustees Agenda July 10, 2018

- A-1c-Annual, Financial Condition #1, #2, #3pg. 38
- A-1d-Bi-Annual, Executive Limitation #6, #7.....pg. 40
- B. Review Monitoring Report
 - B-1 Annual Executive Limitations, Compensation and Benefits
- C. Board Process and Policy Governance Review

V. OTHER:

- A. Incidental Information.....pg. 42
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT
- D. Report on HLC

VI. OWNERSHIP LINKAGE:

Upcoming Calendar Dates:

- August 6 Faculty Report
- August 13 Classes Begin
- August 14 Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room

VII. EXECUTIVE SESSION

VIII. 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
June 12, 2018

Trustees Present: Jeff Crist, Dr. Marilyn Douglass, Leonard Hitz, Steve Martinez, 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
Holly Chandler, Reading Instructor
Emily Clouse, Vice President of Administrative Services
Matt Clouse, Community Member
Nicole Dick, Math Instructor
Mark Douglass, Community Member
Toni Douglass, Community Member
Rodney Dozier, GCCC Chief of Police
Joanie Erskin, Community Member
Joel Erskin, Community Member
Jeanie Ferguson, ESL Instructor
Dr. Glendon Forgey, Vice President for Business Affairs
David Fox, Community Member
Amber Friend, *Garden City Telegram*
Randy Grisell, Attorney for Garden City Community College
Josh Harbour, *Garden City Telegram*
Phil Hoke, Drama Instructor/Faculty Senate
Micah Koksall, Counselor/ SGA Advisor
Aaron Kucharik, Community Member
Colin Lamb, Dean of Student Services
Jean Lamfers, Attorney
Barbara Larson, Community Member
Robert Larson, Community Member
Robert Lewis, Community Member
Craig Lurtz, Transportation Coordinator
Jaquelyn Messinger, Dean of Institutional Effectiveness, Research, and Planning
Mariano Muniz, GCCC Police
Kathy Nance, Community Member
Mark Nance, Community Member
Stewart Nelson, Community Member
Chuck Pfeifer, Dean of Workforce Technology
Jake Price, Community Member
Lon Pishny, Community Member
Derek Ramos, Director of Facilities
Ryan Ruda, Vice President for Instruction/Student Services
Kevin Schlegel, Assistant Athletic Director
Melissa Sowers, Community Member
Herbert Swender, President
H. J. Swender, Community Member
Phil Terpstra, Dean of Academics
Zach Worf, Community Member

CALL TO ORDER:

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

Chair Martinez congratulated all GED Graduates. Sunday, June 10, forty-three of the sixty graduates walked across the stage to receive their diploma. Chair Martinez thanked GED staff, faculty, administration and all that attended.

INTRODUCTION OF NEW EMPLOYEES:

Dr. Herbert Swender, Sr. introduced new employee Dr. Glendon Forgey, Vice President for Business Affairs/CFO. Dr. Swender welcomed the new GCCC employee and presented him with a GCCC Broncbuster lapel pin.

OPEN COMMENTS FROM THE PUBLIC:

Chair Martinez noted that five individuals had signed up to address the board. Each individual signed up to speak, will be allowed five minutes each. Chair Martinez reminded individuals that there is no extension of time permitted and matters pertaining to personnel, litigation and violations of laws and ordinances are excluded from any discussion. Community members expressed their opinions regarding GCCC administration and the Athletic Programs, clarification of policy governance, and questions from two presenters that the community would like the Board to address.

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 noted that GCCC had partnered with St Catherine Hospital, Safe Kids Finney County, Child Nutrition and Wellness and Live Well Finney County to host the 2018 Healthy Summer Kickoff on May 24. Kids were able to get up and close to see the Lifeteam helicopter and Garden City Fire Department fire truck. Adults had the opportunity to visit with health service professionals and learn about services offered in our community.

Dr. Swender shared that Computer/Science Instructor, Ron Carlson and GCCC Student teams hosted area high school students at our summer Cyber Security Camp on June 5. Students were able to learn computer fundamentals about computer security and were able to choose elective sessions to match their interests. Students especially enjoyed the hands on computer hardware activities and programming robotic cars!

Dr. Swender announced that Garden City Community College HLC Accreditation Team successfully completed the Higher Learning Commission's Assessment Academy in Chicago this week. The HLC Assessment Academy provides participating institutions a structured, mentor-facilitated, four-year program aimed at advancing and accelerating an institution's efforts in their commitment to assess and improve student learning.

Dr. Swender reported that GCCC participated in the Beef Empire Day parade this past Saturday June 9. Dr. Swender went on to express his thanks to the GCCC individuals that walked in the parade and handed out candy.

Sunday, June 10, forty-three of the sixty students of Garden City Community College GED Program participated in walking across a stage to receive their GED Diplomas. Dr. Swender noted that this was one of the largest graduating GED class at GCCC.

Chair Martinez thanked Dr. Swender for his report.

REPORT FROM FACULTY SENATE:

Faculty Senate Phil Hoke, Faculty Senate/Drama Instructor reiterated concerns that had previously been brought to the board about the HLC Accreditation Process and presented the board and attending media with an additional document for review.

CONSENT AGENDA:

Chair Martinez asked if Trustees wished to remove any items from the consent agenda. Item E Approval of engagement letter with McAnany, Van Cleave & Phillips, P. A. legal services was removed for discussion and separate vote.

Chair Martinez then asked for a motion approving consent agenda items II A-D and F.

Motion:

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

Trustee Douglass requested a correction to the May 8 minutes, page 7. Dates should read June 12, 2018. Minutes will be corrected and posted. A brief discussion to clarify some items regarding financials and how to read them, out of state scholarship amount, and auditors, and revision of appointments

Trustee Worf revised her previous motion.

Worf moved to revise the above motion, seconded by Crist to approve consent agenda items, II A-D and to remove items E - approval of engagement letter with McAnany, Van Cleave & Phillips, P. A. legal services, and F - Revision of appointment for Chief Financial Officer.

Brief discussion to clarify the appoint of the new Chief Financial Officer.

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

Nays:

Motion carried: 6-0

Approved actions follow:

(A) APPROVED MINUTES of previous meeting (May 8, 2018, May 16, 2018, June 4, 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 PURCHASES OVER \$20,000, as presented
(Supporting documents filed with official minutes.)

OTHER ACTION:

(E) APPROVAL OF ENGAGEMENT LETTER, MCANANY, VANCLEAVE & PHILLIPS:

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

Motion:

Worf moved, seconded by Douglass to approve consent agenda item E – Engagement Letter, McAnany, VanCleave & Phillips.

Trustee Hitz questioned the presenter of this proposal. Dr. Swender clarified that this decision was at the pleasure of the GCCC Board. Trustee Worf reiterated that the investigator has no connection to Garden City, the college or any board member. The investigation will be fair and impartial.

Chair Martinez called for the vote.

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

Nays:

Motion carried: 6-0

(F) APPROVAL OF APPOINTMENTS FOR CHIEF FINANCIAL OFFICER:

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

Motion:

Douglass moved, seconded by Crist to approve consent agenda item F – Approval of Appoints for Chief Financial Officer as presented.

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

Nays:

Motion carried: 6-0

MONITORING REPORTS and ENDS REPORTS:

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

- Annual General Executive Constraints, Compensation/Benefots

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:

- Annual ends, Academic Advancement

No changes were recommended.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION:

Chair Martinez reported that Lona DuVall, President and CEO, has been out of town with a family emergency so he has no report.

REPORT FROM KANSAS ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES

Trustee Crist reported the following:

- President Swender and Trustee Crist attended KACCT meetings June 1-2 at Kansas City Kansas Community College.

- There was a Higher Learning presentation that was very informative.
- Officers were elected.
- Adjunct General of Kansas, Major Lee Taffanelli, and associate Major Hollingsworth presented tuition information provided to Kansas National Guard members. Dr. Swender delivered their introductions.
- Discussed concurrent enrollment. Community college view of concurrent enrollment differs from Kansas Board of Regents.
- Trustee Crist participated in a KCK tour of technical facilities. Trustee Crist was very impressed.

REPORT ON Higher Learning Commission:

Ryan Ruda, Vice President of Instruction/Student Services, reports that the HLC team (comprised of five faculty and staff) attended the Assessment Academy in Chicago the first week of June. The team took part in roundtable discussion where they presented their success. Ruda went on to certify that GCCC has successfully completed Assessment Leadership Academy and that processes are in place to assess student success. Ruda went on to draw Trustee's attention to the GCCC strategic plan, 2019 and Beyond: A Clear and Present Future, A Strategic Plan for 2019 and the Future. Ruda presented the document for board review and input. Action will be taken at the July meeting. Ruda had no addition information to add regarding the HLC site visit since the June 4 special board meeting.

OWNERSHIP LINKAGE:

Trustee Douglass reported that she had received a phone call from Donna Gerstner, Ms. Gerstner has offered her services to Garden City Community College and Student Government Association in any work toward a tobacco free campus.

CALENDAR DATES:

Chair Martinez reviewed calendar dates with Trustees.

ADJOURNMENT:

Motion:

Wasinger moved, seconded by Crist to adjourn the June 12, 2018 Garden City Board of Trustee meeting.

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

Nays: None

Motion carried: 6-0

Meeting adjourned at 7:25 p.m.

UPCOMING CALENDAR EVENTS:

August 7	Faculty Report
August 13	Classes Begin
August 14	GCCC Board of Trustee Meeting, 6:00 p.m.
August 25	Broncbuster Buddy Day
September 1	Broncbuster Football 7:00 p.m. at GCCC, VS Dodge City Community College
September 3	No Classes/Offices Closed in Observance of Labor Day
September 11	GCCC Board of Trustee Meeting, 6:00 p.m.
November 5-7	HLC Site Team campus visit

Debra J. Atkinson
Deputy Clerk

Herbert J. Swender
President

Steve Martinez
Chair of the Board

Agenda No: II-B

Date: July 10 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:



July 10, 2018

To: Board of Trustees

From: Alexis Saenz, Human Resources Assistant

New Hires

Jamie Richardson, Head Cheer Coach, effective, June 11, 2018

Mackinley Rolle, Assistant Football Coach, effective, June 25, 2018

William Howell, Admissions Representative, effective, June 26, 2018

Andrea Gustafson, Assistant Softball Coach, effective, July 2, 2018

Sarah Lemmons, Assistant Athletic Trainer, effective, July 9, 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 the Board of Trustees for Payment 07/03/2018)

INSTRUCTOR	CLASS	AMOUNT
ADJUNCT FACULTY CONTRACTS		
Adams, Karen	General Psychology PSYC-101-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/11/2018 - 6/29/2018	\$ 2,400.00
Adams, Karen	General Psychology PSYC-101-02 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/11/2018 - 6/29/2018	\$ 2,400.00
Alexander, Clinton	Basic Food Microbiology ANSI-251-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 8/3/2018	\$ 2,400.00
Alexander, Clinton	Food Safety ANSI-212-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 8/3/2018	\$ 2,400.00
Alexander, Clinton	Food Sanitation ANSI-209-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 8/3/2018	\$ 2,400.00
Alexander, Clinton	Principles of Meat Science ANSI-207-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 8/3/2018	\$ 2,400.00
Blackburn, Wayne	Industrial NH3 Refrig Oper I INPR-211-01 – 1.00 credit hour(s) 1.00 credit hour(s) x \$1,300.00 = \$1,300.00 06/04/2018 – 06/08/2018	\$ 1,300.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to the Board of Trustees for Payment 07/03/2018)

Blackburn, Wayne	Industrial NH3 Refrig Oper II Master slave INPR-212-02 & INPR-212-02D– 1.00 credit hour(s) 1.00 credit hour(s) x \$1,300.00 = \$1,300.00 06/11/2018 – 06/15/2018	\$	1,300.00
Blackburn, Wayne	Industrial NH3 Refrig Oper I INPR-211-01 – 1.00 credit hour(s) 1.00 credit hour(s) x \$1,300.00 = \$1,300.00 06/25/2018 – 06/29/2018	\$	1,300.00
Clark, Jonathan	College Success PCDE-101-03 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 6/11/2018 - 6/29/2018	\$	500.00
Clark, Jonathan	College Success PCDE-101-06 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 6/11/2018 - 6/29/2018	\$	500.00
Greathouse, Lachele	Intro Computer Concepts & Appl CSCI-110-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/11/2018 - 6/29/2018	\$	2,400.00
Harbin, Renee	Introduction to Business BSAD-101-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/11/2018 - 6/29/2018	\$	2,400.00
Hinde, Guillermina Team Teach w/ M. Horn	Cosmetology II COSM-112A-01 - 8.00 credit hour(s) 1/2 of 8.00 credit hour(s) X \$800.00 = \$3200.00 5/24/2018 - 7/20/2018	\$	3,200.00
Hinde, Guillermina Team Teach w/ M.	Cosmetology III COSM-113-01 - 8.00 credit hour(s) 1/2 of 8.00 credit hour(s) X \$800.00 = \$3200.00 5/24/2018 - 7/20/2018	\$	3,200.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to the Board of Trustees for Payment 07/03/2018)

Hoke, Philip	Public Speaking SPCH-111-30 - 3.00 credit hour(s) 1/2 of 3.00 credit hour(s) X \$2400.00 = \$1200.00 5/21/2018 - 06/08/2018	\$	1,200.00
Horn, Mia Team Teach w/ G.	Cosmetology II COSM-112A-01 - 8.00 credit hour(s) 1/2 of 8.00 credit hour(s) X \$800.00 = \$3200.00 5/24/2018 - 7/20/2018	\$	3,200.00
Horn, Mia Team Teach w/ G.	Cosmetology III COSM-113-01 - 8.00 credit hour(s) 1/2 of 8.00 credit hour(s) X \$800.00 = \$3200.00 5/24/2018 - 7/20/2018	\$	3,200.00
Hutcheson, Tammy	General Psychology PSYC-101-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/8/2018 - 7/1/2018	\$	2,400.00
Hutcheson, Tammy	Introduction to Sociology SOC1-102-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/1/2018 - 6/24/2018	\$	2,400.00
Knutson, Michael	Art Appreciation ARTS-120-02- 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/11/2018 - 6/29/2018	\$	2,400.00
Lamb, Winsom	Introduction to Sociology SOC1-102-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/11/2018 - 6/29/2018	\$	2,400.00
Lamb, Winsom	Introduction to Sociology SOC1-102-02 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/11/2018 - 6/29/2018	\$	2,400.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to the Board of Trustees for Payment 07/03/2018)

McCallum, Brian	Art Appreciation ARTS-120-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/11/2018 - 6/29/2018	\$	2,400.00
McCallum, Brian MASTER SLAVE	Ceramics on the Wheel & Projects ARTS-113-01 & ARTS-201-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/21/2018 - 8/3/2018	\$	2,400.00
Michelle, Stacy	Paramedic III EMIC-240-01 - 14.00 credit hour(s) 14.00 credit hour(s) X \$800.00 = \$11200.00 5/21/2018 - 8/3/2018	\$	11,200.00
Owens, Glenda	Medical Terminology EMIC-104-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2018 - 7/13/2018	\$	1,500.00
Pander, Lawrence	Fire Science Internship FIRE-213-01 - 4.00 credit hour(s) 1/4 of 4.00 cr. hrs X \$800.00 = \$800.00 5/21/2018 - 8/3/2018	\$	800.00
Powers, John	Fundamentals of Weightlifting I HPER-191-02 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 6/11/2018 - 6/29/2018	\$	500.00
Saddler, Dru	American History Since 1865 HIST-104-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 6/11/2018 - 6/29/2018	\$	1,500.00
Salazar, Nicholas	Personal Nutrition HMEC-114-01 - 2.00 credit hour(s) 2.00 cr. hrs X \$800.00 = \$1600.00 6/11/2018 - 6/29/2018	\$	1,600.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to the Board of Trustees for Payment 07/03/2018)

Salazar, Nicholas	Personal Nutrition HMEC-114-02 - 2.00 credit hour(s) 2.00 cr. hrs X \$800.00 = \$1600.00 6/11/2018 - 6/29/2018	\$	1,600.00
Sims, Jeffrey	College Success PCDE-101-02 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 6/11/2018 - 6/29/2018	\$	500.00
Sims, Jeffrey	College Success PCDE-101-05 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 6/11/2018 - 6/29/2018	\$	500.00
Sims, Jeffrey	Fundamentals of Weightlifting I HPER-191-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 6/11/2018 - 6/29/2018	\$	500.00
Unruh, Brandy	Problems in Criminal Justice CRIM-213-01 - 4.00 credit hour(s) 1/2 of 4.00 cr. hrs X \$800.00 = \$1,600.00 5/21/2018 - 8/3/2018	\$	1,600.00
Venjohn, Cindy	Agriculture Internship (Sum) AGRI-121-01 - 4.00 credit hour(s) 4.00 credit hour(s) X \$800.00 = \$3200.00 5/21/2018 - 8/3/2018	\$	3,200.00
Walker, Casey	College Success PCDE-101-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 6/11/2018 - 6/29/2018	\$	500.00
Walker, Casey	College Success PCDE-101-04 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 6/11/2018 - 6/29/2018	\$	500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to the Board of Trustees for Payment 07/03/2018)

Wenzel, Leslie MASTER SLAVE	Beginning Algebra, Int. Algebra, College Algebra MATH-106-02, MATH-107-02, MATH-108-02- 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/21/2018 - 8/3/2018	\$ 1,500.00
Williams, Dalton	Lifetime Fitness HPER-121-30 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 6/11/2018 - 6/29/2018	\$ 1,000.00
Williams, Dalton	Lifetime Fitness HPER-121-31 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 6/11/2018 - 6/29/2018	\$ 1,000.00
Williams, Dalton	Lifetime Fitness HPER-121-90- 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 6/11/2018 - 6/29/2018	\$ 1,000.00
Williams, Dalton	Lifetime Fitness HPER-121-91 - 2.00 credit hour(s) 2.00 credit hour(s) X \$500.00 = \$1000.00 6/11/2018 - 6/29/2018	\$ 1,000.00
Winger, Christian	Dealer Internship I JDAT-107-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 6/4/2018 - 7/20/2018 12-00-0000-12220-5230	\$ 2,400.00

TOTAL ADJUNCT FACULTY CONTRACTS:	\$ 88,800.00
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GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to the Board of Trustees for Payment 07/03/2018)

ONLINE ADJUNCT FACULTY CONTRACTS

Breen, Michael	American Government POL-105-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/21/2018 - 8/3/2018	\$	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 5/21/2018 - 8/3/2018	\$	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 5/21/2018 - 8/3/2018	\$	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 5/21/2018 - 8/3/2018	\$	1,500.00
Heaton, Tyrell	World Geography GEOG-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 5/21/2018 - 8/3/2018	\$	1,800.00
Komm, Adam	Business Ethics BSAD-220-50 - 3.00 credit hour(s) 1/3 of 3.00 credit hour(s) X \$500.00 = \$500.00 5/21/2018 - 8/3/2018	\$	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 5/21/2018 - 8/3/2018	\$	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 5/21/2018 - 8/3/2018	\$	2,000.00
Neri, Elise	Beginning Algebra MATH-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/21/2018 - 8/3/2018	\$	1,500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to the Board of Trustees for Payment 07/03/2018)

Simmons, John	Microbiology BIOL-213-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 5/21/2018 - 8/3/2018	\$	2,500.00
Simmons, John	Principles of Biology BIOL-105-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 5/21/2018 - 8/3/2018	\$	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 5/21/2018 - 8/3/2018	\$	1,500.00
Vadapally, Praveen	Astronomy, Descriptive PHSC-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/21/2018 - 8/3/2018	\$	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 5/21/2018 - 8/3/2018	\$	2,500.00
TOTAL ONLINE ADJUNCT FACULTY CONTRACTS			\$ 24,300.00

Agenda No: II-C

Date: July 10, 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

- Check #264046 to D V Douglass Roofing Inc. for \$96,366.88 for roof work on PENKA Building. This bid was approved at the April 2018 Board meeting.
- Check #264465 to D V Douglass Roofing Inc. for \$58,900.00 for roof work on JVCT Building. This bid was approved at the April 2018 Board meeting.

Payments over \$50,000 not requiring bid sheets

- Check #264209 to City of Garden City for \$67,267.09 for monthly utilities.
- Check #264212 to Commerce Bank for \$56,278.74 for various purchase card purchases.
- Check #264360 to Blue Cross-Blue Shield of Kansas for \$96,352.44 for June 2018 health insurance premiums for employees.

Garden City Community College
Annual Budget Report Ending 06/30/18
Options - All Statuses

Fiscal Year: 2018

BUDGET.OFFICER: Unassigned

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
11-00-0000-00000-4001 TUITION IN STATE :	0.00	10,431.00-	2,100,096.00-	2,450,000.00-	349,904.00-	14.28
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	46,800.00-	411,616.00-	350,000.00-	61,616.00	17.59-
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	9,398.20-	106,399.20-	156,676.00-	50,276.80-	32.09
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	10,977.99-	526,224.93-	480,000.00-	46,224.93	9.62-
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	80,540.63	68,002.95	50,000.00	18,002.95-	36.00-
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	1,176.00-	116,280.00-	125,000.00-	8,720.00-	6.98
11-00-0000-00000-4014 TUITION BORDER STA	0.00	6,975.00-	256,852.50-	250,000.00-	6,852.50	2.73-
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	5,310.00-	346,542.20-	195,000.00-	151,542.20	77.70-
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	150.00-	13,500.00-	15,000.00-	1,500.00-	10.00
11-00-0000-00000-4020 INTERNATIONAL FEE	0.00	900.00-	4,350.00-	0.00	4,350.00	0.00
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	6,954.00-	322,313.64-	0.00	322,313.64	0.00
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	1,700.00-	33,337.00-	17,500.00-	15,837.00	90.49-
11-00-0000-00000-4512 VENDING MACHINES :	0.00	290.30-	5,217.41-	6,000.00-	782.59-	13.04
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	9,488,944.38-	9,452,140.00-	36,804.38	0.38-
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	648,318.17-	729,883.00-	81,564.83-	11.18
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	8,268.41-	8,138.00-	130.41	1.59-
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	185,107.72-	136,633.00-	48,474.72	35.47-
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	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	0.00	14,784.72-	16,000.00-	1,215.28-	7.60
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	97,250.37-	85,000.00-	12,250.37	14.40-
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	3,640.22-	3,500.00-	140.22	4.00-
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	393,568.89	150,000.00	243,568.89-	162.37-
11-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	33,264.11	150,000.00	116,735.89	77.82
11-00-0000-00000-4902 INTEREST INCOME :	0.00	0.00	102,495.25-	50,000.00-	52,495.25	104.98-
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	25,075.00-	37,558.50-	45,000.00-	7,441.50-	16.54
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	6,120.87-	79,614.59-	125,000.00-	45,385.41-	36.31
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	1,089.61-	35,281.67-	100,000.00-	64,718.33-	64.72
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	770.52-	10,257.51-	15,000.00-	4,777.49-	31.85
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	35.00	53,577.86-	16,239,623.36-	14,999,599.00-	1,239,989.36	8.26-

FUND: 12 - PTE FUND

12-00-0000-00000-4002 AMMONIA REFG COURS	0.00	44,997.00-	320,127.80-	225,000.00-	95,127.80	42.27-
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	65.00-	250,676.37-	263,324.00-	12,647.63-	4.80
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	2,700.00-	70,134.00-	30,000.00-	40,134.00	133.77-
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	108,235.00-	149,432.00-	80,000.00-	69,432.00	86.78-
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	155,997.00-	1,762,784.17-	2,812,616.00-	1,049,831.83-	37.33

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	483,840.15-	477,343.00-	6,497.15	1.35-
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	32,847.84-	31,173.00-	1,674.84	5.36-
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	418.95-	412.00-	6.95	1.68-
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	9,383.72-	6,912.00-	2,471.72	35.75-
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	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	0.00	749.23-	750.00-	0.77-	0.10
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	4,921.66-	5,000.00-	78.34-	1.57
61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	184.14-	0.00	184.14	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	19,892.95	15,000.00	4,892.95-	32.61-
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	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	0.00	518,680.19-	750,000.00-	231,319.81-	30.84
=====						
Totals for BUDGET.OFFICER: Unassigned	35.00	209,574.86-	18,521,087.72-	18,562,215.00-	41,162.28-	0.22

EXPENSES

07/02/18

**Garden City Community College
Annual Budget Report Ending 06/30/18
Options - All Statuses**

Page: 1

Fiscal Year: 2018

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	2,145.18	4,290.62	0.00	4,290.62-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	18,974.95	253,099.98	209,320.00	43,779.98-	20.91-
DEPARTMENT: 11020 - HUMANITIES	0.00	5,124.70	50,459.28	3,900.00	46,559.28-	193.82-
DEPARTMENT: 11021 - ENGLISH	0.00	73,247.98	390,568.20	363,940.00	26,628.20-	7.31-
DEPARTMENT: 11022 - SPEECH	0.00	22,433.49	108,646.35	78,531.00	30,115.35-	38.34-
DEPARTMENT: 11023 - PHILOSOPHY	0.00	0.00	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	53,682.96	51,990.00	1,692.96-	3.25-
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 11030 - ART	1,374.24	32,040.81	173,341.32	143,688.00	31,027.56-	21.58-
DEPARTMENT: 11031 - DRAMA	0.00	12,273.56	83,703.83	79,633.00	4,070.83-	5.10-
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	13,917.84	89,769.30	84,860.00	4,909.30-	5.78-
DEPARTMENT: 11033 - INST MUSIC	6,342.00	847.71-	133,301.91	98,249.00	41,394.91-	42.12-
DEPARTMENT: 11040 - SCIENCE	158.80	85,720.59	439,790.53	343,091.00	96,858.33-	28.22-
DEPARTMENT: 11050 - MATH	0.00	66,176.39	347,175.64	285,240.00	61,935.64-	21.70-
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	66,034.40	504,926.33	393,043.00	111,883.33-	28.46-
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	26,124.63	116,759.85	58,438.00	58,321.85-	99.79-
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	6,152.67	67,241.72	78,710.00	11,468.28	14.57
DEPARTMENT: 11081 - READING	0.00	10,106.80	69,204.01	59,536.00	9,668.01-	16.23-
DEPARTMENT: 11082 - ESL	0.00	11,827.68	72,166.28	72,280.00	113.72	0.16
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	3,229.50	26,896.49	20,000.00	6,896.49-	34.47-
DEPARTMENT: 11090 - ACADEMIC CHALLENGE	0.00	414.01	10,591.18	5,000.00	5,591.18-	111.81-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	2,250.45	10,593.79	392,798.85	413,430.00	18,380.70	4.45
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	0.00	807.39	0.00	807.39-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 40000 - ACADEMIC SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 41000 - LIBRARY	0.00	15,632.77	177,949.54	184,472.00	6,522.46	3.54
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	9,022.91	86,692.89	87,116.00	423.11	0.49
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	17,392.13	153,154.92	465,675.00	312,520.08	67.11
DEPARTMENT: 42001 - DEAN OF ACADEMICS	4,333.00	10,932.78	151,196.54	221,923.00	66,393.46	29.92
DEPARTMENT: 42002 - OUTREACH	0.00	5,778.87	114,933.89	89,568.00	25,365.89-	28.31-
DEPARTMENT: 42003 - FACULTY SENATE	0.00	0.00	1,076.30	0.00	1,076.30-	0.00
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	5,369.60	71,469.50	65,581.00	5,888.50-	8.97-
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	6,647.01	70,348.37	69,675.00	673.37-	0.96-
DEPARTMENT: 50000 - DEAN OF STUDENT SE	242.32	28,245.66	322,781.81	303,277.00	19,747.13-	6.50-
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	13,973.67	157,146.40	162,201.00	5,054.60	3.12
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	10,119.48	57,804.74	53,570.00	4,234.74-	7.90-
DEPARTMENT: 50020 - FINANCIAL AID OFFI	1,000.00	36,395.12	325,145.63	348,266.00	22,120.37	6.35
DEPARTMENT: 50030 - ADMISSIONS	62.60	11,658.91	147,335.55	153,974.00	6,575.85	4.27
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	13,026.36	168,848.71	168,536.00	312.71-	0.18-
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	0.00	2,259.59	3,268.00	1,008.41	30.86
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	25,623.21	503,660.44	616,298.94	112,638.50	18.28
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	13,933.18	181,552.39	176,639.60	4,912.79-	2.77-
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	11,893.77	158,603.73	166,486.51	7,882.78	4.73
DEPARTMENT: 55003 - MEN'S TRACK	0.00	7,438.09	66,760.40	75,842.25	9,081.85	11.97
DEPARTMENT: 55004 - WOMEN'S TRACK	2,546.00	7,375.33	62,206.51	73,686.69	8,934.18	12.12
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	11,087.73	127,616.39	131,364.50	3,748.11	2.85

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55006 - FOOTBALL	7,855.83	30,269.28	488,452.56	520,804.76	24,496.37	4.70
DEPARTMENT: 55007 - BASEBALL	0.00	10,689.64	166,955.20	170,377.00	3,421.80	2.01
DEPARTMENT: 55008 - VOLLEYBALL	0.00	3,588.33	89,731.44	111,755.39	22,023.95	19.71
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	4,454.06	61,179.12	66,871.00	5,691.88	8.51
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	2,447.68	64,532.09	69,847.00	5,314.91	7.61
DEPARTMENT: 55012 - CHEERLEADING	0.00	3,078.94	85,562.63	65,628.86	19,933.77-	30.36-
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,330.54	40,700.08	42,050.00	1,349.92	3.21
DEPARTMENT: 55014 - RODEO TEAM	62.16	11,506.02	160,560.45	163,626.00	3,003.39	1.84
DEPARTMENT: 55015 - MEN'S GOLF	0.00	3,674.20	38,358.98	39,975.00	1,616.02	4.04
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	7,005.91	157,602.39	135,117.50	22,484.89-	16.63-
DEPARTMENT: 55020 - PEP BAND	2,300.00	4,303.58	52,998.06	58,837.00	3,538.94	6.01
DEPARTMENT: 60000 - INSTITUTION SUPPOR	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 61000 - PRESIDENT	0.00	58,068.20	558,874.38	580,511.00	21,636.62	3.73
DEPARTMENT: 61001 - BOARD OF TRUSTEES	0.00	1,187.88	8,542.07	14,840.00	6,297.93	42.44
DEPARTMENT: 61005 - ATTORNEY	11,016.00	12,640.50	44,179.85	25,000.00	30,195.85-	120.77-
DEPARTMENT: 62000 - VP OF BUSINESS AFF	0.00	65,978.96	1,353,710.15	1,339,102.00	14,608.15-	1.08-
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	4,555.75	109,394.72	156,002.00	46,607.28	29.88
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,649.98	69,223.15	69,932.00	708.85	1.01
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	229,411.19	235,706.00	6,294.81	2.67
DEPARTMENT: 63000 - MARKETING/PR	905.00	3,434.82	130,313.34	159,660.00	28,441.66	17.81
DEPARTMENT: 64000 - INFORMATION TECHNO	18,924.73	21,293.47	542,275.21	580,599.00	19,399.06	3.34
DEPARTMENT: 65000 - CENTRAL SERVICES	0.00	10,857.63	124,670.92	139,265.00	14,594.08	10.48
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	16,452.17	146,852.61	189,792.00	42,939.39	22.62
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	118.18	13,942.78	158,961.22	169,850.18	10,770.78	6.34
DEPARTMENT: 71000 - BUILDINGS	4,772.42	31,987.58	372,957.46	411,921.62	34,191.74	8.30
DEPARTMENT: 72000 - CUSTODIAL SERVICES	2,021.16	48,519.90	565,459.53	583,323.00	15,842.31	2.72
DEPARTMENT: 73000 - GROUNDS	19,512.50	20,095.90	244,551.07	309,437.20	45,373.63	14.66
DEPARTMENT: 73001 - ATHLETIC FIELDS	6,000.00	3,100.00	21,461.69	33,300.00	5,838.31	17.53
DEPARTMENT: 74000 - VEHICLES	11,079.00	30,167.13	322,397.74	388,399.00	54,922.26	14.14
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	14,760.45	150,592.12	203,608.00	53,015.88	26.04
DEPARTMENT: 76000 - INSURANCE	0.00	4,140.36	238,214.18	283,514.00	45,299.82	15.98
DEPARTMENT: 77000 - UTILITIES	0.00	70,099.51	767,649.94	850,000.00	82,350.06	9.69
DEPARTMENT: 80000 - SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	69,597.46	753.97-	62,000.00	62,753.97	101.22
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	2,745.00	4,339.00	5,000.00	661.00	13.22
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	1,342.00	33,136.00	30,000.00	3,136.00-	10.44-
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	9,219.00	11,000.00	1,781.00	16.19
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	150.00	298,938.00	169,613.00	129,325.00-	76.24-
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	0.00	1,880.94	22,974.26	24,116.00	1,141.74	4.73
=====						
FUND: 11 - GENERAL	102,876.39	1,327,413.84	14,606,657.59	14,999,599.00	290,065.02	1.93

Fiscal Year: 2018

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	12,418.20	69,187.96	58,631.00	10,556.96-	18.00-
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	2,281.90	2,458.74	2,500.00	41.26	1.65
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	16,021.01	78,991.74	66,275.00	12,716.74-	19.18-
DEPARTMENT: 12200 - ADN PROGRAM	3,178.97	45,819.92	299,625.58	291,931.00	10,873.55-	3.71-
DEPARTMENT: 12201 - LPN PROGRAM	8,377.27	29,083.16	303,524.81	303,973.00	7,929.08-	2.60-
DEPARTMENT: 12202 - EMT	907.85	13,736.60	182,813.27	176,156.28	7,564.84-	4.28-
DEPARTMENT: 12203 - ALLIED HEALTH	3,310.00	27,356.47	181,164.52	140,646.00	43,828.52-	31.15-
DEPARTMENT: 12210 - AGRICULTURE	1,607.24	10,798.40	65,864.52	60,098.00	7,373.76-	12.26-
DEPARTMENT: 12211 - ANIMAL SCIENCE	2,546.45	18,412.99	132,211.99	106,695.00	28,063.44-	26.29-
DEPARTMENT: 12220 - JOHN DEERE AG TECH	2,150.66	28,473.71	159,537.52	163,988.00	2,299.82	1.40
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	19.22	9,395.15	80,617.14	85,369.00	4,732.64	5.54
DEPARTMENT: 12240 - CRIMINAL JUSTICE	4,700.00	17,795.85	116,789.31	91,854.00	29,635.31-	32.25-
DEPARTMENT: 12241 - FIRE SCIENCE	837.55	14,438.87	82,843.56	76,407.00	7,274.11-	9.51-
DEPARTMENT: 12250 - COSMETOLOGY	0.00	35,519.96	146,859.13	123,343.00	23,516.13-	19.06-
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	690.00	45,907.72	268,278.34	290,278.00	21,309.66	7.34
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	0.00	1,743.00	1,743.00	100.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	12,637.90	43,732.90	56,298.00	12,565.10	22.32
DEPARTMENT: 12273 - WELDING	6,694.76	25,840.06	222,238.74	218,760.00	10,173.50-	4.64-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 40000 - ACADEMIC SUPPORT	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	4,983.81	16,169.36	177,342.52	476,470.72	294,144.39	61.73
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 60000 - INSTITUTION SUPPOR	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	20,000.00	20,000.00	100.00
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 80000 - SCHOLARSHIP	0.00	0.00	0.00	0.00	0.00	0.00
=====						
FUND: 12 - PTE FUND	40,003.78	382,107.23	2,614,082.29	2,812,616.00	158,529.93	5.64

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	4,595.19	15,955.55	57,750.00	41,794.45	72.37
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	30.00	30.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	4,038.51	4,038.51	6,700.00	2,661.49	39.72
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	525.40	2,629.83	2,550.00	79.83-	3.12-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	124.95	8,064.25	9,028.92	964.67	10.68
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	1,220.32	1,564.32	833.71	730.61-	87.62-
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	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	10.00	4,961.87	3,027.76	1,934.11-	63.87-
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	269.92	8,642.27	13,875.27	5,233.00	37.71
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	129.09	4,653.33	19,500.00	14,846.67	76.14
DEPARTMENT: 55007 - BASEBALL	0.00	842.35	16,260.87	19,951.84	3,690.97	18.50
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	3,248.05	6,850.00	3,601.95	52.58
DEPARTMENT: 55013 - DANCE TEAM	0.00	75.32	5,510.83	5,979.02	468.19	7.83
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	396.00	788.98	392.98	49.81
=====						
FUND: 14 - ADULT SUPPLEMENTARY ED	0.00	11,831.05	379,381.98	152,469.50	226,912.48-	148.81-

Fiscal Year: 2018

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	5,231.50	1,746.35	1,870.35	23,500.00	16,398.15	69.78
DEPARTMENT: 94000 - STUDENT CENTER	1,980.00	6,496.49	234,496.31	231,415.00	5,061.31-	2.18-
DEPARTMENT: 95000 - STUDENT HOUSING	2,505.00	80,467.23	2,588,052.44	2,812,085.00	221,527.56	7.88
DEPARTMENT: 98000 - COSMETOLOGY	0.00	7,052.54	100,852.36	136,624.00	35,771.64	26.18
DEPARTMENT: 97000 - BOOKSTORE	11,556.07	11,857.09	624,773.82	999,000.00	362,670.11	36.30
DEPARTMENT: 91000 - ARENA	103.64	587.75	10,849.14	0.00	10,952.78-	0.00
=====						
FUND: 16 - AUXILIARY ENTITIES	21,376.21	108,207.45	3,560,894.42	4,202,624.00	620,353.37	14.76

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	0.00	16,151.00	16,151.00	0.00	0.00
DEPARTMENT: 12273 - WELDING	0.00	14,830.31	435,441.73	560,442.49	125,000.76	22.30
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	0.00	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	0.00	21,315.88	203,666.51	303,854.00	100,187.49	32.97
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	1,452.71	25,300.00	25,300.00	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	4,989.79	9,177.05	9,070.00	107.05-	1.17-
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	6,274.41	74,441.55	77,027.00	2,585.45	3.36
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	2,871.60	4,485.49	13,005.00	8,519.51	65.51
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	29,980.05	38,352.00	8,371.95	21.83
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	8,228.88	113,759.80	113,122.00	637.80-	0.55-
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	20,804.56	55,000.00	34,195.44	62.17
=====						
FUND: 22 - RESTRICTED GRANTS	0.00	59,963.58	1,071,169.07	1,464,020.02	392,850.95	26.83

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	137.62	1,644.03	401.00	1,243.03-	309.97-
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	219.10	214.69	1,217.90	1,003.21	82.37
DEPARTMENT: 13301 - ADULT ED - INSTRUC	172.71	3,750.97	40,461.13	176,045.93	135,412.09	76.92
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	11,001.02	33,519.41	172,606.33	188,000.00	4,392.65	2.34
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	85.80	9,400.00	9,400.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	221.50	16,408.26	111,859.55	119,825.00	7,743.95	6.46
DEPARTMENT: 00000 - GENERAL	0.00	0.00	37,500.00-	37,500.00-	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	5,557.00	11,817.50	85,250.31	110,653.00	19,845.69	17.94
=====						
FUND: 24 - ADULT EDUCATION	16,952.23	65,938.66	384,212.26	578,220.60	177,056.11	30.62

Fiscal Year: 2018

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 71000 - BUILDINGS	142,765.25	157,400.00	123,354.89	750,000.00	483,879.86	64.52
=====						
FUND: 61 - CAPITAL OUTLAY	142,765.25	157,400.00	123,354.89	750,000.00	483,879.86	64.52

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	3,256.24	17,958.30	423,272.49	434,941.50	8,412.77	1.93
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	59,820.37	60,000.00	179.63	0.30
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	1,093.52	6,105.81	33,700.00	27,594.19	81.88
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	377.12	13,073.97	21,151.29	8,077.32	38.19
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	3,256.24	24,423.46	508,380.64	558,792.79	47,155.91	8.44

Fiscal Year: 2018

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	237,219.00	237,219.00	0.00	237,219.00-	0.00
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	0.00	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	0.00	9,242.00	0.00	9,242.00-	0.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	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	0.00	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	0.00	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	410.00	127,525.00	0.00	127,525.00-	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	0.00	17,345.00	0.00	17,345.00-	0.00
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	237,629.00	654,155.00	0.00	654,155.00-	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	68,270.00	302,630.00	500,000.00	197,370.00	39.47
=====						
FUND: 73 - EDUKAN CONSORTIUM FUND	0.00	68,270.00	302,630.00	500,000.00	197,370.00	39.47

Garden City Community College
6/30/2018

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 445,188.88	0.0000%
State Municipal Invest. Pool	\$ 20,583.11	1.4200%
Landmark National Bank	<u>\$ 3,537,842.85</u>	1.7100%
	<u>\$ 4,003,614.84</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
American State Bank	CD	\$ 1,000,000.00	2.1200%	6/22/2018	12/22/2018
Commerce Bank	CD	\$ 1,000,000.00	1.8500%	5/17/2018	11/17/2018
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
American State Bank	CD	<u>\$ 1,000,000.00</u>	2.3600%	6/22/2018	6/22/2019
		<u>\$ 7,000,000.00</u>			
 Total		 <u><u>\$ 11,003,614.84</u></u>			

Topic: Canvas Learning Management System

Presenter: Dr. Herbert J. Swender

Background Information:

The college has been using Canvas as the online learning management system (LMS) since 2016. All online courses utilize this LMS for course delivery. Faculty utilize the LMS for student notification and course information. Additionally, Canvas hosts the retention software used to track student grades and student success in courses.

Beginning in fall 2018, all textbooks for online courses will be embedded into Canvas with the recent Cengage agreement. Canvas is a versatile and multi-purpose learning tool and has many features to enhance teaching and learning.

Budget Information:

2018-19 Academic Year	\$47,419.30
2019-20 Academic Year	\$49,054.79
2020-21 Academic Year	\$50,757.50
Grand Total	\$147,231.59

Recommended Board Action:

2018-19 Academic Year	\$47,419.30
2019-20 Academic Year	\$49,054.79
2020-21 Academic Year	\$50,757.50
Grand Total	\$147,231.59

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

Board Member Notes:

INSTRUCTURE

6330 South 3000 East, Suite 700, Salt Lake City, UT 84121, United States

Services Order Form

Order #: Q-52078-3

Date: 6/21/2018

Offer Valid Through: 7/1/2018

Order Form For Garden City Community College

Address: 801 Campus Dr
 City: Garden City
 State/Province: Kansas
 Zip/Postal Code: 67846
 Country: United States

Order Information
 Billing Frequency: Annual Upfront
 Payment Terms: Net 30

Billing Contact

Name: _____
 Email: _____
 Phone: _____

Primary Contact

Name: Lecia Sims
 Email: lecia.sims@gcccks.edu
 Phone: 620-276-7611

Year 1

Description	Start Date	End Date	Metric	Qty	Price	Amount
Canvas Cloud Subscription	8/1/2018	7/31/2019	FTE	1,867	USD 18.25	USD 34,072.75
24x7 Support	8/1/2018	7/31/2019	20% of Subscription (Minimums Apply)	1	USD 6,814.55	USD 6,814.55
Tier 1 Support	8/1/2018	7/31/2019	User	1,867	USD 3.50	USD 6,532.00
Recurring Sub-Total						USD 47,419.30
Year 1 Total						USD 47,419.30

Year 2

Description	Start Date	End Date	Metric	Qty	Price	Amount
Canvas Cloud Subscription	8/1/2019	7/31/2020	FTE	1,867	USD 18.98	USD 35,435.66
24x7 Support	8/1/2019	7/31/2020	20% of Subscription (Minimums Apply)	1	USD 7,087.13	USD 7,087.13
Tier 1 Support	8/1/2019	7/31/2020	User	1,867	USD 3.50	USD 6,532.00
Recurring Sub-Total						USD 49,054.79
Year 2 Total						USD 49,054.79

Year 3						
Description	Start Date	End Date	Metric	Qty	Price	Amount
Canvas Cloud Subscription	8/1/2020	7/31/2021	FTE	1,867	USD 19.74	USD 36,854.58
24x7 Support	8/1/2020	7/31/2021	20% of Subscription (Minimums Apply)	1	USD 7,370.92	USD 7,370.92
Tier 1 Support	8/1/2020	7/31/2021	User	1,867	USD 3.50	USD 6,532.00
Recurring Sub-Total						USD 50,757.50
Year 3 Total						USD 50,757.50
Grand Total:						USD 147,231.59

Deliverable	Description	Expiration
Canvas Cloud Subscription	FTE means the number of full-time equivalent students calculated in accordance with the definition published by the Integrated Postsecondary Education Data System.	N/A
24x7 Support	24x7 support per year (20% of subscription - min \$2,500)	N/A
Tier 1 Support	Tier 1 Support per user (min \$2500)	N/A

The items above must be completed during the time period beginning on the later of the Effective Date or the initial Start Date specified in this Order Form and ending pursuant to the time frame set forth in the Expiration column above.

Subscription	Metric	Description
Canvas	FTE	FTE means the number of full-time equivalent students calculated in accordance with the definition published by the Integrated Postsecondary Education Data System.

Product	Description
Canvas Cloud Subscription	Storage included in the annual subscription fee is (i) Unlimited files and database storage, and (ii) 500 MB per (FTE/User/Enrollment/Seat) multimedia storage. Additional multimedia storage can be purchased for USD \$1.00 per 1GB per year.

Duration: Instructure may begin providing the services on the later of: (i) ninety (90) days prior to the earliest start date; or (ii) the date of the last signature on this Order Form ("Effective Date"). Notwithstanding the foregoing, any third-party content purchased under this order form will be made available on the applicable start date listed above.

Miscellaneous: Instructure's support terms are available as follows:
 Canvas & Catalog: <https://www.canvaslms.com/policies/support-terms>
 Bridge: <https://www.getbridge.com/support-terms>

PURCHASE ORDER INFORMATION

TAX INFORMATION

Is a Purchase Order required for the purchase or payment of the products on this order form?

Check here if your company is tax exempt: _____

Please email any/all exemption certifications to ar@instructure.com.

Please Enter (Yes or No): _____

If yes, please enter PO Number: _____

By executing this Order Form, each party agrees to be legally bound by this Order Form and the applicable terms and conditions.

Garden City Community College

Instructure, Inc.

Signature: _____

Name: _____

Title: _____

Date: _____

Signature: _____

Name: _____

Title: _____

Date: _____

Agenda No: II E

Date: July 10 2018

Topic: Strategic Plan – 2019 and Beyond: A Clear and Present Future

Presenter: Dr. Herbert J. Swender

Background Information:

Vice President for Instruction/Student Services, Ryan Ruda presented Trustees with a copy of the GCCC strategic plan, 2019 and Beyond: A Clear and Present Future. Ruda presented the document for board review and input.

Budget Information:

Recommended Board Action:

Approve GCCC Strategic Plan - 2019 and Beyond: A Clear and Present Future

Board Action Taken: _____Approved _____Disapproved

_____Ayes _____Nays _____No Action

Board Member Notes:

Agenda No: III A-B

Date: July 10, 2018

Topic: Board Action Regarding Publication of the 2018-2019 Budget

Presenter: Dr. Herbert J. Swender

Background Information:

It is the recommendation of the administration to publish a 2018-19 budget that sets the general fund mill levy and the capital outlay fund mill levy at the same level as last year with no recommended mill increase.

It should be noted that the estimated revenue generated from the ad valorem tax increased the General Fund ad valorem tax revenue by \$367,043 and increased the Capital Outlay Fund revenue by \$18,456. The revenue increase is due to an increase in assessed valuation for real estate and oil and gas. The credit given for the Tax Incentive Fund (TIF) increased from \$16,155,618 to \$16,825,540. In addition, there was a gain in the motor vehicle tax in the amount of \$41,085.

Budget Information:

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

Recommended Board Action:

Authorize the administration to publish the 2018-2019 budget, which reflects a no mill increase. The amounts of \$9,819,183 (19.983 mills) for General Fund and \$495,799 (1.009 mills) for Capital Outlay again represent no increase in the mill levy for GCCC.

Board Action Taken:

Approved

Disapproved

_____Ayes

____Nays

___No Action

Board Member Notes:

JULY 2018 MONITORING REPORT

ENDS

Mission

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

ANNUAL

Page 3

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

Data directly addressing interpretation: The Mission of GCCC remains integral to the Means and Ends of Board adopted Policy Governance. Identified on GCCC publications and discussed throughout academic year, the Mission Statement is underpinned through processes and programs, such as Adult Basic Education, Developmental Education, Recruitment, graduation rates, and student retention.

The Mission is posted in all facilities to be recognized by internal and external constituents. The core of the college's planning process is built around the college's stated Mission.

JULY 2018 MONITORING REPORT

EXECUTIVE LIMITATIONS

Budgeting/Financial Planning/Forecasting #1

ANNUAL

Page 11

The President shall not cause or allow budgeting which:

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

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

Data directly addressing interpretation: Revenue projections are received through the appropriate distribution agency. During the budget process, Projected Revenues and Revenue History for the past 5 years are reviewed. Interpretation of these historical trends allows for accurate projections for the upcoming year.

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

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

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

EXECUTIVE LIMITATIONS

Budgeting/Financial Planning/Forecasting #2

Annual

Page 11

The President shall not cause or allow budgeting which:

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

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

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

JULY 2018 MONITORING REPORT

EXECUTIVE LIMITATIONS	#1	ANNUAL
Financial Condition		Page 12
The President shall not exceed the working budget for the fiscal year (July 1 – June 30).		
a. Fail to maintain a reserve of at least 20 percent		
b. Fail to maintain the capital improvement fund at \$250,000		

CEO’s Interpretation: Cash reserves are necessary to protect the college in the event revenue payments are delayed. When presenting the working budget to the Board, the President provides documentation verifying a cash reserve of at least 20% in the General Fund and a minimum of \$250,000 in the Capital Outlay Fund.

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

General Fund: The Board approved a 2017-18 working budget of \$17,812,215. Estimated expenses are \$17,406,784. Estimated cash reserves as of 6-30-18 were \$3,481,357 or 20.52%.

Capital Outlay Fund: The Board approved a working budget of \$477,343 for 2017-18. Revenues were \$518,680. Expenses were \$266,120. The cash balance in the Capital Outlay Fund as of 6-30-18 was \$938,808.

EXECUTIVE LIMITATIONS	#2	ANNUAL
Financial Condition		Page 12
The President shall not use cash reserves.		

CEO’s Interpretation: The cash reserve for the General Fund shall be no less than 20% of the General Fund expenditures and \$250,000 for the Capital Outlay Fund as identified by the Trustees in the Policy Governance document. The President must receive approval from the Board before cash reserves are used for one-time purchases or when cash reserves are used to offset expenses in the working budget.

Data directly addressing CEO’s interpretation: The cash reserves in the General Fund on 6-30-18 were \$3,481,357, which represents 20.52% of annual operating expenses. This is \$91,266 more than the 20% required by the Board.

The cash reserves in the Capital Outlay Fund on 6-30-18 were \$938,808.

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

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

Data directly addressing CEO's interpretation:

1. GCCC was approved as an official ROTC unit in 2018. In addition, the state of Kansas passed legislation HB 2541 offering full scholarships for individuals entering into Kansas National Guard. GCCC was instrumental in providing testimony and support for this house bill. These two service options create a universal pathway for students wanting to attend college and be debt free regarding tuition, fees, books, room and board.
2. Continued private philanthropic activity—in process \$7.5 million phase II, new athletic locker, rooms, offices, meeting rooms, weight room to compliment Phase 1 field and bleachers.
3. Negotiated and secured the remaining four apartment buildings, located on East Laurel Street directly across from campus formerly titled, Wagner Apartments. This will provide critical needed student housing.

Recent campus events that initiated a lot of negative press and accreditation concerns, have positioned the college in a defensive posture. Until the final report regarding the outside investigation is complete and disparaging rumors are addressed, local philanthropic individuals we have previously built relationships with in support of GCCC are now stressed.

JULY 2018 MONITORING REPORT

EXECUTIVE LIMITATIONS

Bi-Annual

General Executive Constraints

#6

Page 9

There shall be no conflict of interest in awarding purchases or other contracts.

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

Data directly addressing the CEO's interpretation: It will be the responsibility of the board member, cabinet level administrator or employee to notify the appropriate administrator of any association or potential conflicts of interest. When purchases of \$50,000 or more are presented to the board for approval, the board member with direct or personal interest may choose to recuse themselves from the action.

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

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

Purchases for the past quarter were reviewed. Administration is not aware of any conflicts of interest.

EXECUTIVE LIMITATIONS

Bi-Annual

General Executive Constraints

#7

Page 9

The President shall not allow for purchases between \$10,000 and \$50,000 without first giving consideration to local (Finney County) businesses, with a maximum ten percent premium.

CEO's Interpretation: Preference shall always be given to the best bid. However, a local business (defined as a Finney County property tax payer) may be considered with a 10% margin of purchases between \$10,000 and \$50,000, except for purchases utilizing federal funds.

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

Purchases over \$10,000 made during the previous six-month period were reviewed;

❖ Eleven purchases required bid sheets.

- Four purchases were considered sole source vendors with no local available
- Four purchases were from local vendors

GCCC BOARD INCIDENTAL INFORMATION
July 2018

Ryan Ruda, Vice President for Instruction/Student Services:

Ryan Ruda was recently selected to serve on the state committee for the System Council for Chief Academic Officers.

ADMISSIONS

- We had 7 campus visitors for the month of June, compared to 9 from June 2017.
- We have 151 June Applications.
- We have processed 15 new international student applications. We are expecting 30-35 new international students for the Fall.
- Below is a copy of our enrollment numbers from our service area.

Graduates Who Attended GCCC The Following Fall Semester																			
High School	Grad 2014	Fall 2014	Fall 2014%	Grad 2015	Fall 2015	Fall 2015%	Grad 2016	Fall 2016	Fall 2016%	Grad 2017	Fall 2017	Fall 2017%	Grad 2018	Fall 2018	Fall 2018%	Grad 2019	Fall 2019	Fall 2019%	
Deerfield*	20	7	35.00%	15	8	53.33%	16	8	50.00%	13	8	61.54%	14	7	50.00%				
Dighton*	22	2	9.09%	13	1	7.69%	12	2	16.67%	14	0	0.00%	20	2	10.00%				
Garden City HS*	412	137	33.25%	391	128	32.74%	427	183	42.86%	440	198	45.00%	399	113	28.32%				
Greeley Co/Tribune	7	1	14.29%	11	1	9.09%	15	0	0.00%	14	1	7.14%	17	1	5.88%				
Healy*	4	1	25.00%	7	2	28.57%	7	0	0.00%	8	0	0.00%			#DIV/0!				
Holcomb*	47	27	57.45%	48	22	45.83%	62	43	69.35%	62	31	50.00%	73	40	54.79%				
Lakin*	35	12	34.29%	40	8	20.00%	38	12	31.58%	40	15	37.50%	42	7	16.67%				
Scott City*	68	5	7.35%	46	9	19.57%	80	6	7.50%	68	12	17.65%	58	15	25.86%				
Syracuse*	21	1	4.76%	28	7	25.00%	44	9	20.45%	37	11	29.73%	38	1	2.63%				
Wichita Co/Leoti*	34	6	17.65%	34	4	11.76%	26	3	11.54%	31	2	6.45%	33	5	15.15%				
Totals	670	199	29.70%	633	190	30.02%	727	266	36.59%	727	278	38.24%	694	191	27.52%				

Note: GCHS numbers include the Garden City Alternative Center, Virtual and December grads
 Note: Students may have taken classes during high school and then not attended GCCC after they graduated; those students are not counted in this report.
 Note: * indicates pizza party

ADVISING

- We have been busy enrolling students.
- Next enrollment day is July 26. We have 16 students that have reserved that day to come enroll for Fall.

Garden City Community College Performance Report AY 2017

Contact: Ryan Ruda

Phone and email: 620-276-9597; ryan.ruda@gccccks.edu

AY 2017 FTE: 1,613

Date: 6/25/2018

Garden City Community College	Foresight Goals	3 yr History	AY 2017 (Summer 2016, Fall 2016, Spring 2017)		AY 2018 (Summer 2017, Fall 2017, Spring 2018)		AY 2019 (Summer 2018, Fall 2018, Spring 2019)	
			Institutional Performance	Outcome	Institutional Performance	Outcome	Institutional Performance	Outcome
1 Increase satisfactory completion of credit hours for past and current, active and honorably discharged veteran	1	13-14—489 14-15—377 15-16—85 Baseline--317	478	↑				
2 Increase Number of certificates and degrees awarded.	1	2013—488 2014—515 2015—504 Baseline-502	474	↓				
3 Increase the written communication skills of students as evidenced by institutional assessment.	2	2013-14—0 2014-15—8.78 2015-16—8.84 Baseline—8.81	8.83	↑				
4 Increase Percent of students who complete remedial English 091 with "C" or better and successfully complete college-level English 101 with "C" or better within 1 year.	1	2012-13—57/101 (56%) 2013-14—108/166 (65%) 2014-15—112/173 (65%) Baseline—277/440 (63%)	136/185 73.5%	↑				
5 Increase satisfactory completion of credit hours in hybrid, distance and online courses	1	12-13—8,540 13-14—12,419 14-15—18,485 Baseline—13,148	20,567	↑				
6 Increase 3-year graduation rate for first-time, full-time, undergraduate degree-seeking, college ready student cohort.	1	2010—76/152 (50%) 2011—96/232 (41.4%) 2012—101/289 (34.9%) Baseline—273/673 (40.6%)	43.1% (93/216)	↑				

Emily Clouse, Vice President for Administrative Services:

Bookstore

The Broncbuster Bookstore team is busy getting ready for the rollout of the new Cengage Unlimited product. We are very excited about this new opportunity. One of the many advantages of this program is students will have all their textbooks on day one of classes. We are excited to be able to be a part of this new endeavor.

The bookstore employees have been brainstorming and working with the marketing/public relations department to come up with the best marketing campaign for the Cengage product. They have also been working with the print shop team to develop a new social media campaign to help advertise the bookstore. The plan is to give away some prizes during the second week of classes to encourage more foot traffic in the bookstore.

With the implementation of the Cengage Unlimited product, procedures will change a little in the bookstore. The bookstore employees are looking for new avenues for sales and service. The bookstore will be carrying more computer and iPad devices and accessories for these devices. This will allow students to take advantage of their financial aid, and allows them the opportunity to purchase a device if they don't have one.

Marketing and Public Relations

Public Relations has begun developing a calendar to send out in Busermail containing all upcoming events for the school year.

Public Relations has been recording Sunday radio on Thursday's with KBUF highlighting technical programs, upcoming enrollment days, GCCC Online Campus, and all three of the sports camps that took place during the month of June.

Preparation for "GCCC's Night at the Wind" has begun. Public Relations will gather up some promotional items as well as see if anyone is interested in setting up a table to promote their program.

Employees from the Print Shop captured photos of the kids at the Men's Basketball Camp, Women's Basketball Camp, and the Volleyball Camp and updating social media.

Payroll Department

During the month of June:

- Met with BCBS Representative and HR –additional discussion for the renewal process
- June 8 pay date – Student and Part-time; June 25 pay date – Full-time and Adjunct Instructors.
- Processed Four Encumbered Payrolls in last week of June
 - Ran quarter-end processes in preparation for new fiscal year
- Helped revise Attainment of Degree policy

Print Shop

The Print Shop/Creative services has been working on the academic catalog revisions with the Registrar's Office, creating social media posts of Girl Scouts at the Cosmetology dept.,

LifeTeam transport education hosted by GCCC, Papa John's Pizza special-Broncbuster promotion, Online classes and basketball camps. Developing Automotive and Fire Science advertising for social media. The Print Shop Director also met with Instruction to develop Cengage partnership advertising to push with Fall enrollment.

The large format printer was tested and photos are being chosen to make large canvas prints on campus. The printer will also be used for campus advertising such as large banners and signage for student orientation.

The Print Shop has been printing business cards, newsletters and copy work. Members of the print shop team have been assisting with social media posts and photographing events and taking photos for several upcoming projects.

Campus Police

The GCCC Print Shop assisted Campus Police with the creation of an informative poster, which outlines our mission and core values. These principles were officially established on July 1, 2014, when our police officers began their first shift at Garden City Community College. Posters will be placed in key areas of the campus for students/parents, faculty, staff and visitors to view. Please review the information below:

MISSION:

The Garden City Community College Campus Police Department is committed to providing a safe and secure learning environment for students, faculty, staff, and the general public while on campus, or in any facility owned or operated by the college. We will achieve this through community partnerships, education, planning and the enforcement of state and local laws.

CORE VALUES:

We strive toward promoting the following core values:

- *Trust*
- *Integrity*
- *Compassion*
- *Professionalism*
- *Teamwork*
- *Ethical Behavior*
- *Diversity*
- *Fair and Equal Treatment*

Human Resources

The Department of Human Resources has been working to finalize insurance benefits. The department has also been working on updating information and policies for the GCCC website.

Human Resources has been conducting committee interviews for vacant positions. We have been very impressed with the candidates for the positions. We have also been busy providing new employee orientation and campus tours to new employees. The campus tours have helped new employees by introducing them to employees around campus on their first day.

Dr. Glendon Forgey, Vice President of Business Affairs, Chief Financial Officer

Business Office:

Business office staff will be attending a VA workshop later in July. We have many students who receive military benefits.

Last summer the business office set up a service with Flywire. The service allowed our international students to wire funds to Garden City Community College for their fees and student account. GCCC pays no fees for the service. The student pays wiring fees to Flywire - similar to the fees they would pay the bank. We have had about 25 international students use this service to pay their international fees for the FY19 school year. The service is working well.

Information is being gathered and prepared for the annual financial audit with Lewis, Hooper, and Dick which will begin on July 25th.

Information Technology:

IT has successfully upgraded the phone system to the new 100Mb/s backbone as well as the Campus internet to the new 1Gb/s backbone. Internally the campus is now running on a 10Gb/s backbone. This allowed us to bring up the 4K security cameras for the new suites, welding and annex buildings.

Facilities:

- Facilities director met with DV Douglas and Stewart Nelson (GMCN) for final walk-through and inspections of Penka North Roof, JCVT South Roof and Fine Arts West roof.
- Work on DPAC East roof is underway. Hot work is completed.
- Met with Knipp Equipment for Chiller issues. Water fill control and electrical wiring problems.
- Project management for Choir room and EMT ambulance bay remodels.
- Coordinating dorm repairs with Residential Life Director
- Conducting summer campus walk-throughs to prioritize needs of campus buildings.
- Working on energy efficiency practices with VP of Business Affairs

Maintenance:

- Work is being done on the EMT and Choir room remodels.
- Working on summer repairs for student housing: West Hall, Suites, Broncbuster Houses, East Units and Apartments.
- West hall dorm repair is complete.
- Replaced locks in all Broncbuster suites. All bedroom and mechanical room doors now have lockable function. Also, we replaced all deadbolts on all front doors of the Broncbuster suites.
- We have ran all cables for the security cameras, mounted all cameras, and focused them for IT. Also located at the Broncbuster suites.
- Work orders are being completed.

Grounds:

- Work Orders.
- Mowing, weed eating, edging curbs and sidewalks.
- Spraying for weeds/roundup.
- Prep for Baseball tournament, Clanton tournament.
- Irrigation repairs, sprinklers, valves.
- Trim trees, pick up limbs from rain storms.

- Pull weeds in flower beds.
- Begin preparation for Landscaping between East Units and Apartments
- Work on drainage away from library building: Dirt work

Custodial:

Set- Ups:

- GED graduation held in Fine Arts Building, Auditorium
- Monthly board meetings
- Board of Realtor's luncheon meeting for 100 people held in Endowment room
- Workforce economic meeting held in Endowment room
- Summer camps held in DPAC main gym, practice gym
- Basketball camp
- Volleyball camp
- Custodial summer deep cleaning on campus buildings.
- Broncbuster housing cleaning completed
- Carpet extracting in buildings.
- Classroom labs scrubbed, waxed, hallways (in process)
- July project cafeteria floor scrubbed, waxed

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.
- Minivans #60 and #61 will be getting new headlights as part of the off-season service
- Fall travel requests are being submitted by our coaches and a bus driver meeting is scheduled for the third week in July to assign fall semester trips.