

June 6, 2019

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 11, 2019**. 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. Report from Faculty Senate
  - D. President’s Report
- II. CONSENT AGENDA..... Action**
- A. Approval of minutes of previous meetings (May 14, 2019).....pg. 3
  - B. Approval of personnel actions-Human Resources.....pg. 11
    - B-1 Human Resources Report.....pg. 12
    - B-2 Adjunct/Outreach Contracts.....pg. 13
  - C. Financial information.....pg. 23
    - C-1 Monthly Summary Published Funds Operating Revenues and Expenses...pg. 24
    - C-2 Checks processed in excess of \$50,000.....pg. 25
    - C-3 Revenues.....pg. 26
    - C-4 Expenses.....pg. 28
    - C-5 Cash in Bank .....pg. 34
  - D. Purchases over \$50,000
    - D-1 Classroom Projectors.....pg. 35
    - D-2 Ellucian Annual Contract Renewal.....pg. 39
    - D-3 Phase III Hydronic Pipe.....pg. 40
    - D-4 Mitel Telephone System Upgrade.....pg. 48
- IV. CONFIRMATION OF MONITORING REPORTS:**
- A. Monitoring Reports and ENDS ..... **Consensus Approval**
    - A-1 Annual Executive Limitations, Compensation/Benefits.....pg. 69
  - B. Review Monitoring Report
    - B-1 Annual Ends, Academic Advancement
    - B-2 Annual Executive Limitations, Treatment of People

C. Board Process and Policy Governance Review

V. OTHER:

- A. Incidental Information.....pg. 71
- B. Report from Finney County Economic Development Corporation
- C. Report from KACCT
- D. Report on HLC

VI. OWNERSHIP LINKAGE:

**Upcoming Calendar Dates:**

July 4-5	Independence Day, No Classes/Offices Closed
July 9	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
July 11	Board Policy Governance Retreat, 5:00 p.m. to 9:00 p.m., Endowment Room of Beth Tedrow Student Center, dinner provided
August 12	Faculty Returns
August 13	Board of Trustee Meeting, 6:00 p.m. Beth Tedrow Student Center, Endowment Room
August 19	Classes Begin

VII. EXECUTIVE SESSION

VIII. ADJOURNMENT

---

Dr. Ryan J. Ruda  
President

---

Dr. Blake Wasinger  
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 14, 2019**

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

Others Present: Karla Armstrong, Vice President for Administrative Services/CFO  
Debra Atkinson, Deputy Clerk  
Eugene Atkinson, Community Member  
Maxine Atkinson, Community Member  
Nicole Dick, Math Instructor  
Toni Douglass, Community Member  
Mark Douglass, Community Member  
Chief Rodney Dozier, GCCC Chief of Police  
Amber Friend, *Garden City Telegram*  
Jeremy Gigot, Endowment Association, Director  
Phil Hoke, Drama Instructor/Faculty Senate  
Andrew Knoll, IT Network Manager  
Aaron Kucharik, Community Member  
Jean Lamfers, Attorney  
Dr. Jacquelyn Messinger, Vice President for Institutional Effectiveness & Accountability  
Lon Pishny, Community Member  
Derek Ramos, Dean of Physical Planning & Facilities Management  
Dr. Ryan Ruda, President  
David Rupp, Community Member  
Ashley Salazar, Director of Public Relations

**CALL TO ORDER:**

Chair Wasinger called the regular board meeting to order at 6:05 p.m. Chair Wasinger amended the agenda, adding possible action item following the Executive Session.

**COMMENTS FROM THE CHAIR:**

Chair Wasinger made the following comments:

- Congratulations were extended to all graduates of the 99<sup>th</sup> GCCC Commencement. Chair Wasinger commented that it was a great pleasure to be a part of this celebration, and went on to thank all individuals that helped with the preparations for the ceremony.
- Chair Wasinger noted that GCCC Buster Golf team qualified and is attending the National Golf Tournament May 14-17 at Duran Golf Club in Melbourne, FL
- Chair Wasinger, thanked all Trustees that attended the many end of the year events.
- Chair Wasinger shared that eight men and six women from the GCCC Track and Field team qualified for the Outdoor Track Nationals, which are May 16 in Hobbs, N.M.
- Chair Wasinger went on to extend his thanks to the GCCC Administration Team for their professional representation at the Institutional Actions Council in April.

**INTRODUCTION OF NEW EMPLOYEES:**

There were no new employees for introduction.

**REPORT FROM STUDENT GOVERNMENT ASSOCIATION:**

No report was given.

**REPORT FROM FACULTY SENATE:**

Phil Hoke, Drama Instructor/Faculty Senate, congratulated the graduation team and Nancy Unruh, Registrar, for work that was required to produce a successful 99<sup>th</sup> Commencement. Hoke went on to share that faculty is working on end of year assessments, and modifying syllabus to comply with Kansas Board of Regents changes. Faculty are preparing for summer classes.

Trustees thanked Hoke for his report.

**REPORT FROM GCCC ENDOWMENT ASSOCIATION:**

Jeremy Gigot, Director of Endowment Association, happily reported that assets for Endowment Association are steady at 6.5 million dollars. A recent change in financial advisors has brought assets back to local companies of Wells Fargo, Edward Jones, and Commerce Trust. Gigot shared that the Annual Auction was successful. July 1 Endowment Association will kick off their annual campaign using “For the next Century” as the main theme. In addition to scholarship planning, Endowment will become more active in applying and securing various grant opportunities.

Trustees thanked Gigot for his report.

**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.

**Recent Events**

*Garden City Career Connection Academy (GCCCA) Ribbon Cutting and Renaming:*

Dr. Ruda shared that the Access and Opportunity Center renaming and ribbon cutting ceremony for the Garden City Career Connection Academy on April 18 was very well attended. Members of the Kansas Board of Regents were in attendance which resulted in positive conversations in implementing an IT Cyber Security program to align adult education to career opportunity transfer program.

*DPS Scenario Day:*

The Department of Public Safety held its annual Scenario Day on April 25. Thirty-five (35) students from the Fire Science, Criminal Justice, and Paramedic programs gathered to respond to multiple staged emergencies and crime reports that came in throughout the day. Among the staged crises were:

- A car accident
- A murder in the apartments
- Multiple purse thefts—It would appear that the Endowment Association Director, Jeremy Gigot was walking around the campus taking purses from many of the buildings
- Stolen chickens
- A gorilla in the parking lot
- Lost and missing car keys and a car
- A second, unrelated murder in the simulation house
- Battery in the fine arts building, and
- Unrelated domestic battery elsewhere on the campus.

Volunteers from the Garden City Police Department (GCPD), the Finney County Sheriff’s Office, and the

Kansas Department of Transportation, as well as the Finney County EMS and Garden City Fire Department all collaborate with GCCC DPS students, serving as evaluators. Theater students, building secretaries, and residential life employees role played for this event. DPS students have through the week after Scenario Day to solve these cases.

*Endowment Auction:*

President Ruda noted that Endowment Association Director, Jeremy Gigot attended the board meeting to discuss the outcome of the auction. Dr. Ruda took a moment to thank all of the members of the Association and the Board for their support of the auction. It was a successful event again this year, and it was a great deal of fun to gather together over a BBQ meal in support of scholarships at GCCC.

*Send Silence Packing:*

Dr. Ruda expressed his appreciation to Compass Behavioral Health, LiveWell Finney County, Genesis Family Health, and St. Catherine Hospital for their involvement and partnership with the Student Government Association in bringing Send Silence Packing to campus on May 6. The campus Quad was filled with backpacks representing those lives of students who were lost to suicide. It was a sobering reminder that the silence surrounding mental health issues and suicidal thoughts must change in our society. Each of the sponsoring partners were in attendance on the day of the event with information about the services offered by their institutions. GCCC was the only stop in Kansas that the Send Silence Packing exhibit made. Dr. Ruda thanked SGA for their work in bringing this event to campus.

Fine Arts Spring Showcases

The past several weeks have been full of music and entertainment with each of the departments in Fine Arts presenting their Spring 2019 shows and concerts.

*Choral Pops Concert:*

In his final show as the Choir Director, Mr. Clay Wright led the College Singers and Concert Choir in the presentation of popular songs like Come Sail Away, Bohemian Rhapsody, and Dancing Queen. The students also presented Mr. Wright with a retirement gift.

*Guitar and Rock Ensemble Concerts:*

Mr. Tim Routen's students gave their last performance as his guitar students. Routen will be retiring at the end of May.

*Band and Jazz Ensemble Concerts:*

Director of Bands, Casey Hands, Coordinator of Jazz, Theory, & Technology, Joe Lowry, and CJ Johnson, Coordinator of Marching, led the Band and Jazz Ensemble during the Spring Band and Jazz Ensemble concert on April 25. Outstanding students were selected by the directors and their peers were given conducting batons with their names and awards inscribed on them as they finished out the season.

*Wind and Small Ensemble Concerts:*

Wind Ensemble and Small ensemble presented their concert on April 30. The selections for this group were slow, more melodic songs to highlight the skilled wind instrumentation of the Broncbuster musicians.

*Annual Student Art Exhibit:*

The Annual Student Art Exhibit took place at the Mercer Gallery from May 3 to May 10. The showcase was comprised of work in the various approaches to art practice, including all of the mediums taught in the studio art department, including: drawing, painting, ceramics, sculpture, printmaking, and design. Works by traditional and non-traditional students, art majors, and non-majors were included.

## Commencement and Success Celebrations

### *Commencement:*

The 99<sup>th</sup> Commencement Ceremony was held on Friday, May 3. The oldest-living alumna of GCCC, who graduated with the 20<sup>th</sup> class in 1940, Mrs. Florence Wilson, joined the college in the commencement ceremony. Student speakers Clara Jackson and Raul Leyva brought back the tradition of having students speak at the ceremony by addressing the class for five minutes each. Overall the 99<sup>th</sup> graduating class at GCCC included 450 students, and 350 of them walked in the ceremony on May 3.

### *DPS Awards:*

The Department of Public Safety celebrated all of their students and their graduates during the DPS awards ceremony on May 2. Graduates and other DPS students were honored with awards for community service, excellence, and participation. A team from the Garden City Police Department was present to receive their 3<sup>rd</sup> consecutive trophy for 1<sup>st</sup> place in the DPS “Shoot for Scholarships” event.

### *Welding Awards Luncheon:*

Welding held a luncheon and celebrated the success of their students on May 9. Many Students have earned over thirty (30) welding certifications after their time with GCCC. The Colter Berry award was given to several GCCC Welders for their outstanding work-ethic and decency. Berry’s father was also in attendance to witness the awards and to receive his own stretched canvas memento for the annual award. The canvas was designed by GC3 media student and PR work-study, Seth Szekula.

### *John Deere Ag Technology Awards at Samy’s:*

John Deere Ag Technology participants, their families, and the sponsoring dealerships for each participant participated in the annual JDAT awards luncheon at the Clarion. Each student was awarded a plaque for finishing the program and a representative from John Deere was in attendance to congratulate the students and the dealerships as well.

### *Automotive Technology Awards:*

Ryan Grubbs held an awards luncheon in the automotive classroom for the students who have completed the Auto Technology program. Each was given a framed certificate as well as a patch for their future or current shop uniforms.

### *Nursing Pinning Ceremony:*

The Nursing department held the annual pinning ceremony in the Conestoga Arena on May 4. Hundreds of audience members sat in the stands to watch the Practical Nursing and Associate Degree Nursing students walk across the stage to receive their pins. Mrs. Elizabeth Wampler was recognized for her time with GCCC Nursing, as this was her last year with GCCC Nursing program.

## Good News

### *Most Promising Places to Work in Community Colleges:*

Garden City Community College has been selected by the National Institute for Staff and Organizational Development (NISOD) in partnership with *Diverse: Issues in Higher Education* as one of the 2019 “Most Promising Places to Work in Community Colleges” Award winner. The award recognizes Garden City Community College’s best-in-class student and staff recruitment and retention practices, inclusive learning and working environments, and meaningful community service and engagement opportunities. College representatives will attend NISOD’s International Conference on Teaching and Leadership Excellence closing general luncheon on May 28, to accept the award on the college’s behalf.

*Quiz Bowl State Champions:*

The Garden City Community College Quiz Bowl team was named the State Champion in a two-day Kansas Collegiate Quiz Bowl tournament which took place in April at Wichita, Kansas. GCCC's team consisted of Aaron Morales (Captain), Madison Wilson, Seth Szekula, and Grace Selee. The team placed first with eight wins, zero losses, and one tie. The team accumulated a total of 2,860 points in nine total rounds of the competition. Jeanie Ferguson has served as the head coach for the team since 2014; Cody Cundiff, a new faculty member this year, is the team's assistant coach.

*Women in Technology: Fire Science Commercial:*

Dr. Ruda reported that technical education produced a Fire Science commercial, highlighting the opportunities for women in that field with funding received from a KBOR "Women in Tech" grant. Trustees were given a preview of the commercial that will be used as a recruiting tool.

*\$13,000 FHSU Noyce Scholarship:*

Cayla Steinert, GCCC Biology student, has been selected as a recipient of the 2019-2020 National Science Foundation (NSF) Robert Noyce Scholarship from Fort Hays State University (seven scholarships available each year for community college students). The scholarship provides Steinert with \$13,000 (for two years) to attend Fort Hays State University in pursuit of a Science, Technology, Engineering and Math (STEM) Education Degree. Recipients of the Noyce scholarship agree to focus on specialized coursework for teaching using distance learning technologies, leadership, and professional development specific to high-needs schools. Recipients of the scholarship are also provided with resources for undergraduate research experiences, conferences, and support for transitioning from student to teacher. GCCC Department of Math and Science hosted a Signing Party for Steinert in the Fous Lecture Hall on April 29.

President Ruda took a few minutes to review the strategic planning priorities set by the planning council. The process begins at the department level and moves to division then to planning council. Dr. Ruda also reviewed some facts regarding the economic impact of GCCC on the community.

Chair Wasinger thanked Dr. Ruda for his report.

**EXECUTIVE SESSION:**

**Motion:**

---

*Worf moved, seconded by Martinez to go into executive session for thirty (30) 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 litigation, allowing five (5) minutes to clear the room. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in thirty (30) minutes, (7:25 p.m.).*

*Included in the executive session:*

*GCCC Trustees*

*Attorney for Garden City Community College Board of Trustees, Randall Grisell*

*Jordan Ford and Randy Aliment by phone*

*Dr. Ryan Ruda, GCCC President*

*As needed:*

*Karla Armstrong, Vice President for Administrative Services/CFO*

*Dr. Jacquelyn Messinger, Vice President for Institutional Effectiveness & Accountability*

Meeting of Trustees  
May 14, 2019

**Ayes:** *Crist, Douglass, Hitz, Martinez, Wasinger, Worf*  
**Nays:** *None*

**Motion carried: 6-0**

Board reconvened into regular session at 7:25 p.m. and the following motion was made.

**Motion:**

*Douglass moved, seconded by Crist to authorize Board Counsel and Dr. Ruda to enter into negotiations for creation of agreements to retain outside counsel and independent expert to investigate the matter involving Braedon Bradforth with expenditures not to exceed \$100,000.*

**Ayes:** *Crist, Douglass, Hitz, Martinez, Wasinger, Worf*  
**Nays:** *None*

**Motion carried: 6-0**

**CONSENT AGENDA:**

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

Chair Wasinger then asked for a motion approving consent agenda items II A-D.

**Motion:**

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

**Ayes:** *Crist, Douglass, Hitz, Martinez, Wasinger, Worf*  
**Nays:** *None*

**Motion carried: 5-0**

Approved actions follow:

**(A) APPROVED MINUTES** of previous meeting (April 9, 2019)  
(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 RESOLUTION 2019-02 NON-RENEWAL OF EMPLOYMENT CONTRACT**  
(Supporting documents filed with official minutes.)

**MONITORING REPORTS and ENDS REPORTS:**

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

- Executive Limitations, Treatment of People 1-4
- Annual Ends, Academic Advancement

Trustees indicated that they accept the monitoring reports as presented.

**REVIEW MONITORING REPORTS:**

No scheduled review.



**BOARD PROCESS AND POLICY GOVERNANCE REVIEW:**

No Policy Governance review was scheduled, however, Policy Governance Officer, Dr. Marilyn Douglass presented language that reflected support of a “Tobacco Free” campus. After appropriate discussion it was the consensus of the board to delay further discussion about the specific inclusion of tobacco as part of the President’s responsibilities to ensure a “safe and healthy” campus. Trustees agreed to table discussion until more information could be collected from internal and external surveys. Dr. Jacques’ Messinger, Vice President for Institutional Effectiveness & Accountability, is creating surveys and will be distributing them in order to assemble feedback from the college constituents and the community. Discussion of the topic will resume by the Board upon receipt of survey results. Responses will not be distributed until Fall 2019 Semester.

**REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION (FCEDC):**

Trustee Martinez reported the following:

- Finney County Economic Development continues to move forward in addressing the child care crisis.
- Gordman’s will be moving into the old Stage location downtown.
- FCEDC is requesting that GCCC increase their contribution from \$15,000 to \$25,000.

President Ruda noted that Nicole Hann, Finney County Economic Development Corporation, will be on campus approximately 15 hours a week coordinating continued education and workforce development training program in exchange for the increase in contribution.

**REPORT FROM KANSAS ASSOCIATION OF COMMUNITY COLLEGE TRUSTEES (KACCT):**

Trustee Crist indicated that KACCT quarterly meetings will take place June 7-8 at Barton County Community College.

**REPORT ON HIGHER LEARNING COMMISSION (HLC):**

Jacquelyn Messinger, VP Institutional Effectiveness & Accountability, reported that the Institutional Actions Council hearings went well. Questions were asked and answers were given. Now we wait. HLC board meetings take place June 27-28, results on final determination is expected mid-July.

**OWNERSHIP LINKAGE:**

Questions have been received regarding offering CDL training at GCCC. Seward Community College is the only certified provider currently in Southwest Kansas. President Ruda indicated that GCCC would be interested in paring with a certified provider rather than obtaining individual certification.

Trustee Hitz was in attendance for the Holcomb graduation recently and noted that 24 of the 55 graduates had indicated in the program that they would be attending GCCC in the fall. Trustee Hitz felt this was a good percentage.

President Ruda clarified summer hours, beginning May 20.

Monday-Thursday 8:00 a.m.-4:30 p.m.

Friday 8:00 a.m.-noon

**EXECUTIVE SESSION:**

**Motion:**

*Douglass moved, seconded by Martinez to go into executive session for five (5) minutes, for the purpose of discussing confidential information specifically Higher Learning Commission, allowing five (5) minutes to clear the room. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in five (5) minutes, (8:30 p.m.).*

Meeting of Trustees  
May 14, 2019

***Included in the executive session:***

***GCCC Trustees***

***Dr. Ryan Ruda, GCCC President***

***Dr. Jacquelyn Messinger, Vice President for Institutional Effectiveness & Accountability***

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

***Nays: None***

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

Board reconvened into regular session at 8:30 p.m. No action was taken.

**CALENDAR DATES:**

Chair Wasinger reviewed calendar dates with Trustees.

**Motion:**

***Worf moved, seconded by Douglas to adjourn the May 14, 2019 Garden City Board of Trustee meeting.***

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

***Nays: None***

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

Meeting adjourned at 8:30 p.m.

**UPCOMING CALENDAR EVENTS:**

July 9	Board of Trustee Meeting, 6:00 p.m., Beth Tedrow Student Center, Endowment Room
July 11	Policy Governance Retreat, 5:00 p.m. dinner, Retreat begins at 6:00, Beth Tedrow Student Center, Endowment Room
August 2	Summer Hours End
August 12	Faculty Return
August 13	All Employee In-Service
August 15-16	New Student Orientation
August 19	Classes Begin

---

Debra J. Atkinson  
Deputy Clerk

---

Dr. Ryan Ruda  
President

---

Dr. Blake Wasinger  
Chairman of the Board

**Topic: Approval of Personnel Actions-Human Resources  
Adjunct/Outreach Contracts**

**Presenter:** Dr. Ryan Ruda

**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 4, 2019

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

**New Hires:**

Nathan Zapata, Skilled Maintenance, effective, May 13, 2019  
Ryan Strohm, 2<sup>nd</sup> Assistant Men's Basketball Coach, effective, June 10, 2019  
Amy McVey, Executive Assistant to the President, effective, TBD  
Renee Carmichael, Music Instructor, effective, August 12, 2019  
Stacey Carr, Speech Instructor, effective, August 12, 2019  
Cayla Thomlinson, Speech Instructor, effective, August 12, 2019  
Sean Boller, Choir Director/Vocal Music Instructor, effective, August 12, 2019

**Transfers:**

Tammy Tabor, Director of Enrollment Management to Executive Director of Student Services, effective, June 3, 2019

Susan Miller, Admissions Representative/International Advisor to Director of Admissions, effective, June 3, 2019

Joseph Lowry, Coordinator of Jazz Band to Student Activities Coordinator/Coordinator of Jazz Band, effective, June 3, 2019

Courtney Morris, English Instructor to Reading/Education Instructor, effective, August 12, 2019

**Separations:**

Robert Casados, Groundskeeper, effective, May 17, 2019  
Jesse Ornelas, Assistant Football Coach, effective, May 16, 2019  
Ivan Leal, Assistant Men's Basketball Coach, effective, May 20, 2019  
Jimmy Joseph, Head Cross Country/Track and Field Coach, effective, May 21, 2019  
Jamie Richardson, Head Cheer Coach, effective, May 31, 2019

**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 6/11/2019)

INSTRUCTOR	CLASS	AMOUNT
<b>ADJUNCT CONTRACTS</b>		
Boateng, Michael	College Math *** MATH-005-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/28/2019	\$2,400.00
Boateng, Michael	Intermediate Algebra MATH-107-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/28/2019	\$2,400.00
Cundiff, Cody	General Psychology PSYC-101-41 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/28/2019	\$2,400.00
Greathouse, Lachele	Intro Computer Concepts & Appl CSCI-110-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/7/2019	\$2,400.00
Hoke, Philip	Public Speaking SPCH-111-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/7/2019	\$2,400.00
Hoke, Philip	Public Speaking SPCH-111-02 - 3.00 credit hour(s) 6/8 of 3.00 cr. hrs. X \$800.00 = \$1800.00 5/20/2019 - 6/7/2019	\$1,800.00
Hutcheson, Tammy	Introduction to Sociology SOC1-102-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/7/2019	\$2,400.00

**GARDEN CITY COMMUNITY COLLEGE  
 ADJUNCT/OUTREACH FACULTY CONTRACTS  
 (Presented to Board of Trustees for Approval 6/11/2019)**

Knutson, Michael MASTER SLAVE	Drawing I & Oil Painting I ARTS-101-01 & ARTS-107-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/28/2019	\$2,400.00
Lamb, Winsom	Developmental Psychology EDUC-110-40 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/7/2019	\$2,400.00
Marcy, Charles	Principles of Econ: Macro ECON-111-40 - 3.00 credit hour(s) 6/8 of 3.00 credit hour(s) X \$800.00 = \$1800.00 5/20/2019 - 6/28/2019	\$1,800.00
McCallum, Brian	Art Appreciation ARTS-120-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/7/2019	\$2,400.00
Morris, Courtney	English I ENGL-101-30 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/28/2019	\$2,400.00
Morris, Courtney	Intermediate English *** ENGL-091-30 - 3.00 credit hour(s) 7/8 of 3.00 cr. hrs X \$800.00 = \$2100.00 5/20/2019 - 6/28/2019	\$2,100.00
Pander, Lawrence	Fire Science Internship FIRE-213-01 - 4.00 credit hour(s) 4.00 credit hour(s) X \$800.00 = \$3200.00 5/20/2019 - 8/2/2019	\$3,200.00
Rainman, Valerie	Spanish for Educators I LANG-128-01 - 2.00 credit hour(s) 4/8 of 2.00 credit hour(s) X \$500.00 = \$500.00 5/29/2019 - 6/7/2019	\$500.00

**GARDEN CITY COMMUNITY COLLEGE  
 ADJUNCT/OUTREACH FACULTY CONTRACTS  
 (Presented to Board of Trustees for Approval 6/11/2019)**

Salazar, Perla	Beginning Algebra *** MATH-006-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/28/2019	\$2,400.00
Salazar, Perla	College Algebra MATH-108-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/28/2019	\$2,400.00
Salazar, Nicholas	Lifetime Fitness HPER-121-40 - 2.00 credit hour(s) 2.00 credit hour(s) X \$800.00 = \$1600.00 5/20/2019 - 6/7/2019	\$1,600.00
Schafer, John	Microbiology BIOL-213-30 - 5.00 credit hour(s) 5.00 credit hour(s) X \$800.00 = \$4000.00 5/20/2019 - 6/28/2019	\$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 5/20/2019 - 6/28/2019	\$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 5/20/2019 - 6/28/2019	\$3,200.00
Tharman, Elizabeth	Anatomy & Physiology II BIOL-212-01 - 4.00 credit hour(s) 7/8 of 3.00 cr. hrs. X \$800.00 = \$2800.00 5/20/2019 - 6/28/2019	\$2,800.00
Weeks, Helen	Basic English *** ENGL-090-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 6/28/2019	\$2,400.00

<b>TOTAL ADJUNCT CONTRACTS</b>	<b>\$56,200.00</b>
--------------------------------	--------------------

**GARDEN CITY COMMUNITY COLLEGE  
 ADJUNCT/OUTREACH FACULTY CONTRACTS  
 (Presented to Board of Trustees for Approval 6/11/2019)**

ONLINE ADJUNCT CONTRACTS		
--------------------------	--	--

Adams, Karen	Basic Nutrition HPER-115-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 7/12/2019	\$2,400.00
Adams, Karen	Substance Abuse HPER-107-50 - 3.00 credit hour(s) 2/6 of 3.00 credit hour(s) X \$800.00 = \$800.00 5/20/2019 - 7/12/2019	\$800.00
Albert, Kathleen	Anatomy & Physiology I BIOL-211-50 - 4.00 credit hour(s) 4.00 credit hour(s) X \$500.00 = \$2000.00 5/20/2019 - 8/2/2019	\$2,000.00
Albert, Kathleen	Anatomy & Physiology II BIOL-212-50 - 4.00 credit hour(s) 4.00 credit hour(s) X \$500.00 = \$2000.00 5/20/2019 - 8/2/2019	\$2,000.00
Alexander, Clinton	Animal Diseases & Health ANSI-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 8/2/2019	\$2,400.00
Arandia, Mark	Introduction to Philosophy PHIL-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 7/12/2019	\$1,500.00
Carr, Stacey	Interpersonal Communications I SPCH-113-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 7/12/2019	\$1,500.00



**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 6/11/2019)

Carr, Stacey	Public Speaking SPCH-111-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 7/12/2019	\$1,500.00
Cord, Christine	Animal Science & Industry Lab ANSI-103-50 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 5/20/2019 - 8/2/2019	\$500.00
Cord, Christine	Basic Food Microbiology ANSI-251-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Cord, Christine	Introduction to Food Science ANSI-131-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Cord, Christine	Principles of Animal Science ANSI-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Eldridge, Ronda	Music for Elementary Teachers EDUC-201-50 - 3.00 credit hour(s) 3/6 of 3.00 credit hour(s) X \$500.00 = \$750.00 5/20/2019 - 8/2/2019	\$750.00
Eldridge, Ronda	Music History and Appreciation MUSC-108-50 - 3.00 credit hour(s) 2/6 of 3.00 credit hour(s) X \$500.00 = \$500.00 5/20/2019 - 8/2/2019	\$500.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 6/11/2019)

Estes, Brittany	English II ENGL-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Greathouse, Lachele	Intro Computer Concepts & Appl CSCI-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 7/12/2019	\$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 5/20/2019 - 7/12/2019	\$2,400.00
Hays, David	College Algebra MATH-108-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Hays, David	Fundamentals of Statistics MATH-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$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 5/20/2019 - 7/12/2019	\$1,800.00
Knutson, Michael	Art Appreciation ARTS-120-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 8/2/2019	\$2,400.00

**GARDEN CITY COMMUNITY COLLEGE  
ADJUNCT/OUTREACH FACULTY CONTRACTS  
(Presented to Board of Trustees for Approval 6/11/2019)**

Komm, Adam	Business Ethics BSAD-220-50 - 3.00 credit hour(s) 4/6 of 3.00 credit hour(s) X \$500.00 = \$1000.00 5/20/2019 - 8/2/2019	\$1,000.00
Komm, Adam	Marketing BSAD-123-50 - 3.00 credit hour(s) 3/6 of 3.00 credit hour(s) X \$500.00 = \$750.00 5/20/2019 - 7/12/2019	\$750.00
Lamb, Winsom	Introduction to Sociology SOCI-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$800.00 = \$2400.00 5/20/2019 - 7/12/2019	\$2,400.00
Marcy, Charles	Principles of Economics: Micro ECON-112-50 - 3.00 credit hour(s) 4/6 of 3.00 credit hour(s) X \$800.00 = \$1600.00 5/20/2019 - 8/2/2019	\$1,600.00
Neri, Elise	Beginning Algebra *** MATH-006-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Ortega, Susan	Accounting I ACCT-102-50 - 3.00 credit hour(s) 7/8 of 3.00 credit hour(s) X \$800.00 = \$2100.00 5/20/2019 - 8/2/2019	\$2,100.00
Piller, David	Intro to Criminal Justice CRIM-101-50 - 3.00 credit hour(s) 2/6 of 3.00 credit hour(s) X \$500.00 = \$500.00 5/20/2019 - 8/2/2019	\$500.00
Salazar, Nicholas	Lifetime Fitness HPER-121-50 - 2.00 credit hour(s) 2.00 credit hour(s) X \$800.00 = \$1600.00 5/20/2019 - 7/12/2019	\$1,600.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 6/11/2019)

Simmons, John	Microbiology BIOL-213-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 5/20/2019 - 8/2/2019	\$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 5/20/2019 - 8/2/2019	\$2,500.00
Spero, Susan	General Psychology PSYC-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 7/12/2019	\$1,500.00
Stevenor, Jane	College Success PCDE-101-50 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 5/20/2019 - 8/2/2019	\$500.00
Stevenor, Jane	English I ENGL-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Stevenor, Jane	English II ENGL-102-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Tangumonkem, Eric	Physical Geology PHSC-205-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Vadapally, Praveen	Astronomy, Descriptive PHSC-106-50 - 3.00 credit hour(s) 5/6 of 3.00 credit hour(s) X \$500.00 = \$1250.00 5/20/2019 - 8/2/2019	\$1,250.00

**GARDEN CITY COMMUNITY COLLEGE  
 ADJUNCT/OUTREACH FACULTY CONTRACTS  
 (Presented to Board of Trustees for Approval 6/11/2019)**

Vadapally, Praveen	General Chemistry CHEM-105-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 5/20/2019 - 8/2/2019	\$2,500.00
Wenzel, Leslie	College Math *** MATH-005-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Wenzel, Leslie	Intermediate Algebra MATH-107-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Whitehill, Judy	Developmental Psychology EDUC-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 7/12/2019	\$1,500.00
Yeater, Michael	Basic Food Chemistry ANSI-208-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00
Yeater, Michael	Hzd Analysis Critical Ctrl Pts ANSI-252-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 5/20/2019 - 8/2/2019	\$1,500.00

<b>TOTAL ONLINE ADJUNCT CONTRACTS</b>	<b>\$68,050.00</b>
---------------------------------------	--------------------

**GARDEN CITY COMMUNITY COLLEGE  
ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 6/11/2019)

<b>NON-CREDIT ADJUNCT CONTRACTS</b>		
Hicks, Tamara Legal	Kansas Conceal and Carry CRMJ-300-01 NON-CREDIT- 3 hours 3 contact hour(s) @ \$30.00 = \$30.00 6/1/2019	\$90.00
Homm, Mike Lead Instructor	Kansas Conceal and Carry CRMJ-300-01 NON-CREDIT- 10 hours 10 contact hour(s) @ \$30.00 = \$300.00 6/1/2019	\$300.00
Kuenstler, Gary Range Assist	Kansas Conceal and Carry CRMJ-300-01 NON-CREDIT- 4 hours 4 contact hour(s) @ \$20.00 = \$80.00 6/1/2019	\$80.00
Ronn, Mark Lead Range	Kansas Conceal and Carry CRMJ-300-01 NON-CREDIT- 4 hours 4 contact hour(s) @ \$20.00 = \$80.00 6/1/2019	\$80.00
<b>TOTAL NON-CREDIT ADJUNCT CONTRACTS</b>		<b>\$550.00</b>

**Agenda No: II-C**

**Date: June 11, 2019**

**Topic:** Financial Information

**Presenter:** Dr. Ryan Ruda

**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:**

**Garden City Community College**

**5/31/2019 - 91% of Year**

**Published Funds Operating Revenues and Expenses**

	Budget FY19			Difference from prior year	FY18		
	Adopted Working Budget	YTD Rev/Exp with encumbrances	YTD % of Budget		Adopted Working Budget	YTD Rev/Exp with encumbrances	YTD % of Budget
<b>Revenues</b>							
Fund 11 - General Fund	\$ 15,962,157	\$ 13,402,623	83.96%	-23.79%	\$ 14,999,599	\$ 16,162,419	107.75%
Fund 12 - PTE	\$ 2,685,684	\$ 1,414,963	52.69%	-4.44%	\$ 2,812,616	\$ 1,606,787	57.13%
Fund 16 - Auxillary	\$ 3,202,489	\$ 2,872,162	89.69%	-7.78%	\$ 3,987,980	\$ 3,886,776	97.46%
Fund 61 - Capital Outlay	\$ 531,401	\$ 366,824	69.03%	-31.90%	\$ 513,889	\$ 518,680	100.93%
<b>TOTAL</b>	<b>\$ 22,381,731</b>	<b>\$ 18,056,572</b>	<b>80.68%</b>	<b>-18.70%</b>	<b>\$ 22,314,084</b>	<b>\$ 22,174,662</b>	<b>99.38%</b>
<b>Expenses</b>							
Fund 11 - General Fund	\$ 15,962,157	\$ 14,127,810	88.51%	-1.12%	\$ 14,999,599	\$ 13,443,546	89.63%
Fund 12 - PTE	\$ 2,685,684	\$ 2,240,671	83.43%	2.47%	\$ 2,812,616	\$ 2,276,997	80.96%
Fund 16 - Auxillary	\$ 3,568,426	\$ 2,974,666	83.36%	-3.88%	\$ 3,987,980	\$ 3,479,283	87.24%
Fund 61 - Capital Outlay	\$ 1,000,000	\$ 228,574	22.86%	-5.08%	\$ 986,111	\$ 275,535	27.94%
<b>TOTAL</b>	<b>\$ 23,216,267</b>	<b>\$ 19,571,721</b>	<b>84.30%</b>	<b>-1.17%</b>	<b>\$ 22,786,306</b>	<b>\$ 19,475,361</b>	<b>85.47%</b>

NOTE: County revenues were received in May last year. We have not received the county money.

kja

6.5.19



## CHECKS PROCESSED IN EXCESS OF \$50,000

May 2019

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

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

- Check #269534 to Commerce Bank for \$94,665.49 for various purchase card purchases.
- Check #269599 to City of Garden City for \$56,089.34 for utilities
- Check #269700 to Blue Cross Blue Shield for \$96,751.73 for June 2019 employee health insurance
- Check #269716 to Great Western Dining for \$95,581.77 for various invoices.

Garden City Community College  
Annual Budget Report Ending 05/31/19  
Options - All Statuses

REVENUES

Fiscal Year: 2019

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	78,751.00-	1,758,219.00-	2,105,000.00-	346,781.00-	16.47
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	6,400.00-	230,160.00-	410,000.00-	179,840.00-	43.86
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	3,193.00-	79,941.00-	110,000.00-	30,059.00-	27.33
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	45,751.94-	565,869.84-	525,000.00-	40,869.84	7.77-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	4,326.85-	11,952.69-	75,100.00	87,052.69	115.92
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	2,352.00-	120,050.00-	115,000.00-	5,050.00	4.38-
11-00-0000-00000-4014 TUITION BORDER STA	0.00	2,925.00-	184,425.00-	255,000.00-	70,575.00-	27.68
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	73,029.00-	278,394.00-	345,000.00-	66,606.00-	19.31
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	50.00-	9,250.00-	13,500.00-	4,250.00-	31.48
11-00-0000-00000-4018 RESOURCE CHARGE :	0.00	28,544.00-	354,032.00-	360,000.00-	5,968.00-	1.66
11-00-0000-00000-4020 INTERNATIONAL FEE	0.00	450.00-	1,682.27-	4,100.00-	2,417.73-	58.97
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	130,174.00-	532,103.00-	315,000.00-	217,103.00	68.91-
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	5,825.00-	28,865.00-	30,000.00-	1,135.00-	3.78
11-00-0000-00000-4512 VENDING MACHINES :	0.00	577.31-	5,048.30-	5,000.00-	48.30	0.96-
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,668,505.00-	1,668,505.00-	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPRT	0.00	0.00	6,305,961.11-	9,819,183.00-	3,513,221.89-	35.78
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	815,049.17-	680,000.00-	135,049.17	19.85-
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	10,958.43-	9,000.00-	1,958.43	21.75-
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	161,119.65-	185,000.00-	23,880.35-	12.91
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	79,242.88-	151,000.00-	71,757.12-	47.52
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	12,526.22-	12,000.00-	526.22	4.38-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	11,953.87-	16,000.00-	4,046.13-	25.29
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	69,934.55-	87,500.00-	17,565.45-	20.07
11-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	2,894.63-	15,000.00-	12,105.37-	80.70
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	178,607.81	150,000.00	28,607.81-	19.06-
11-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	32,107.30	35,000.00	2,892.70	8.26
11-00-0000-00000-4902 INTEREST INCOME :	0.00	17,405.46-	133,641.57-	100,000.00-	33,641.57	33.63-
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	712.50-	9,506.00-	40,000.00-	30,494.00-	76.24
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	36,209.39-	75,000.00-	38,790.61-	51.72
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	870.77-	127,135.94-	74,609.00-	52,526.94	70.39-
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	905.75-	8,708.02-	10,000.00-	1,291.98-	12.92
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,313,140.00	1,313,140.00	100.00
=====						
Totals for FUND: 11 - GENERAL	0.00	402,243.58-	13,402,623.42-	15,962,157.00-	2,559,533.58-	16.04
=====						
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	1,160.00-	287,068.90-	263,324.00-	23,744.90	9.01-
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	15,384.00-	71,070.00-	30,000.00-	41,070.00	136.89-
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	999,220.00-	999,220.00-	0.00	0.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	57,604.00-	80,000.00-	22,396.00-	28.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,313,140.00-	1,313,140.00-	100.00
=====						
Totals for FUND: 12 - PTE FUND	0.00	16,544.00-	1,414,962.90-	2,685,684.00-	1,270,721.10-	47.31

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	318,606.77-	495,799.00-	177,192.23-	35.74
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	41,228.02-	32,840.00-	8,388.02	25.53-
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	554.32-	419.00-	135.32	32.29-
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	8,158.79-	9,380.00-	1,221.21-	13.02
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	4,003.73-	7,292.00-	3,288.27-	45.09
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	633.68-	0.00	633.68	0.00
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	604.77-	749.00-	144.23-	19.26
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	3,534.91-	4,922.00-	1,387.09-	28.18
61-00-0000-00000-4815 WATERCRAFT CURRENT	0.00	0.00	146.27-	0.00	146.27	0.00
61-00-0000-00000-4816 TIF TAX : GENERAL	0.00	0.00	9,024.28	20,000.00	10,975.72	54.88
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	1,622.45	0.00	1,622.45-	0.00
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	468,599.00-	468,599.00-	100.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	366,824.53-	1,000,000.00-	633,175.47-	63.32
=====						
Totals for BUDGET.OFFICER: Unassigned	0.00	418,787.58-	15,184,410.85-	19,647,841.00-	4,463,430.15-	22.72

Garden City Community College  
Annual Budget Report Ending 05/31/19  
Options - All Statuses

**EXPENSES**

Fiscal Year: 2019

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	1,072.45	10,725.03	0.00	10,725.03-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	42,226.96	222,446.89	212,920.00	9,526.89-	4.46-
DEPARTMENT: 11020 - HUMANITIES	582.39	20,120.80	95,534.92	69,664.00	26,453.31-	37.96-
DEPARTMENT: 11021 - ENGLISH	0.00	28,764.56	348,030.63	422,475.00	74,444.37	17.62
DEPARTMENT: 11022 - SPEECH	0.00	10,445.06	80,914.21	78,606.00	2,308.21-	2.93-
DEPARTMENT: 11023 - PHILOSOPHY	0.00	403.69	3,229.52	0.00	3,229.52-	0.00
DEPARTMENT: 11024 - PHOTOGRAPHY	0.00	0.00	1,614.76	0.00	1,614.76-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	7,815.17	50,378.87	53,190.00	2,811.13	5.29
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 11030 - ART	0.00	14,157.00	129,279.29	146,398.00	17,118.71	11.69
DEPARTMENT: 11031 - DRAMA	0.00	5,780.68	59,963.74	76,541.00	16,577.26	21.66
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	9,178.95	73,478.83	85,010.00	11,531.17	13.56
DEPARTMENT: 11033 - INST MUSIC	183.00	12,158.48	119,857.84	101,349.00	18,691.84-	18.43-
DEPARTMENT: 11040 - SCIENCE	1,940.95	49,752.74	322,342.94	382,226.12	57,942.23	15.16
DEPARTMENT: 11050 - MATH	0.00	41,757.58	306,139.74	294,240.00	11,899.74-	4.03-
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	35,893.47	339,849.45	314,852.60	24,996.85-	7.93-
DEPARTMENT: 11070 - HEALTH & PHYSICAL	930.00	10,473.90	87,773.28	63,902.00	24,801.28-	38.80-
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	5,874.80	60,277.89	79,943.00	19,665.11	24.60
DEPARTMENT: 11081 - READING	0.00	5,017.15	56,031.46	60,736.00	4,704.54	7.75
DEPARTMENT: 11082 - ESL	0.00	5,915.50	59,252.74	73,480.00	14,227.26	19.36
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	133.91	13,968.58	3,057.00	10,911.58-	356.93-
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	414.09	7,937.92	2,325.00	5,612.92-	241.41-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	6,541.92	77,824.16	454,357.13	612,170.00	151,270.95	24.71
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	0.00	34.27-	0.00	34.27	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	269.13	807.38	0.00	807.38-	0.00
DEPARTMENT: 41000 - LIBRARY	4,938.14	12,014.72	150,802.97	177,982.00	22,240.89	12.50
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	11,080.53-	83,339.43	98,406.00	15,066.57	15.31
DEPARTMENT: 42000 - DEAN OF LEARNING S	143,260.53	11,874.74	254,257.71	955,270.40	557,752.16	58.39
DEPARTMENT: 42001 - DEAN OF ACADEMICS	6,246.15	12,965.49	172,626.65	152,012.88	26,859.92-	17.66-
DEPARTMENT: 42002 - OUTREACH	0.00	15,108.89	110,586.87	94,293.00	16,293.87-	17.27-
DEPARTMENT: 42003 - FACULTY SENATE	0.00	1,075.28	1,075.28	0.00	1,075.28-	0.00
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	9,295.65	85,244.07	72,706.00	12,538.07-	17.23-
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	5,785.63	64,015.43	70,875.00	6,859.57	9.68
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	22,073.63	274,421.93	312,199.00	37,777.07	12.10
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	13,478.82	132,133.52	166,793.00	34,659.48	20.78
DEPARTMENT: 50011 - ASSESSMENT/TESTING	146.81	3,203.45	46,889.15	56,965.00	9,929.04	17.43
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	28,279.18	285,920.93	353,866.00	67,945.07	19.20
DEPARTMENT: 50030 - ADMISSIONS	0.00	9,191.42	130,632.35	155,378.00	24,745.65	15.93
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	150.00	11,048.19	161,428.16	172,257.00	10,678.84	6.20
DEPARTMENT: 50050 - STUDENT HEALTH SER	498.32	5,664.32	57,501.63	70,690.00	12,690.05	17.95
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	1,567.48	15,763.05	435,192.88	731,985.60	295,225.24	40.33
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	10,763.92	153,291.22	179,321.63	26,030.41	14.52
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	240.25	11,432.77	154,151.97	165,368.19	10,975.97	6.64
DEPARTMENT: 55003 - MEN'S TRACK	1,180.17	6,490.15	58,717.28	67,665.00	7,767.55	11.48
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	10,261.82	58,450.93	67,157.00	8,706.07	12.96
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	9,863.58	118,598.39	128,363.00	9,764.61	7.61
DEPARTMENT: 55006 - FOOTBALL	1,612.02	33,761.76	507,587.90	538,183.54	28,983.62	5.39
DEPARTMENT: 55007 - BASEBALL	0.00	11,858.28	151,893.91	173,539.00	21,645.09	12.47
DEPARTMENT: 55008 - VOLLEYBALL	0.00	5,234.30	57,966.46	109,692.00	51,725.54	47.16
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	4,172.45	57,231.90	66,762.00	9,530.10	14.27

DEPARTMENT: 55010 - MEN'S SOCCER	0.00	4,894.80	54,955.35	66,281.00	11,325.65	17.09
DEPARTMENT: 55012 - CHEERLEADING	211.96	4,566.01	59,142.20	63,623.04	4,268.88	6.71
DEPARTMENT: 55013 - DANCE TEAM	0.00	3,330.12	37,026.47	42,250.00	5,223.53	12.36
DEPARTMENT: 55014 - RODEO TEAM	515.71	14,033.57	144,984.87	162,726.00	17,225.42	10.59
DEPARTMENT: 55015 - MEN'S GOLF	0.00	2,771.35	36,538.51	39,265.00	2,726.49	6.94
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	8,008.87	140,194.08	135,915.00	4,279.08-	3.14-
DEPARTMENT: 55020 - PEP BAND	0.00	4,044.34	50,424.79	60,037.00	9,612.21	16.01
DEPARTMENT: 61000 - PRESIDENT	25,429.63	44,132.21	524,958.83	645,413.06	95,024.60	14.72
DEPARTMENT: 61001 - BOARD OF TRUSTEES	0.00	635.70	281,626.80	21,084.94	260,541.86-	235.67-
DEPARTMENT: 61005 - ATTORNEY	0.00	11,655.00	141,108.67	125,000.00	16,108.67-	12.88-
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	2,454.03	64,076.06	1,279,158.62	1,333,612.00	51,999.35	3.90
DEPARTMENT: 62005 - DO NOT USE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 62010 - HUMAN RESOURCES	351.19	22,256.90	112,464.62	169,167.00	56,351.19	33.31
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	8,055.76	70,914.95	71,132.00	217.05	0.31
DEPARTMENT: 62050 - ONE-TIME PURCHASES	138,822.82	64,067.83	86,773.34	69,528.00	156,068.16-	224.46-
DEPARTMENT: 63000 - MARKETING/PR	9,211.11	17,451.77	144,328.01	155,610.00	2,070.88	1.33
DEPARTMENT: 64000 - INFORMATION TECHNO	14,987.23	59,775.76	598,353.16	628,448.00	15,107.61	2.40
DEPARTMENT: 65000 - CENTRAL SERVICES	574.74	13,807.18	121,784.59	141,665.00	19,305.67	13.63
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	14,480.45	189,858.81	192,192.00	2,333.19	1.21
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	2,341.90	10,162.07	137,051.44	170,615.00	31,221.66	18.30
DEPARTMENT: 71000 - BUILDINGS	10,079.25	46,825.65	393,090.23	445,472.39	42,302.91	9.50
DEPARTMENT: 72000 - CUSTODIAL SERVICES	2,285.15	48,722.77	509,761.39	600,223.00	88,176.46	14.69
DEPARTMENT: 73000 - GROUNDS	7,418.00	37,959.05	246,386.16	310,499.61	56,695.45	18.26
DEPARTMENT: 73001 - ATHLETIC FIELDS	150.00	2,867.42	17,448.13	26,000.00	8,401.87	32.31
DEPARTMENT: 74000 - VEHICLES	45,814.50	21,401.72	250,922.47	386,719.00	89,982.03	23.27
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	13,371.57	130,077.61	193,980.00	63,902.39	32.94
DEPARTMENT: 76000 - INSURANCE	0.00	4,220.19	223,514.36	254,659.00	31,144.64	12.23
DEPARTMENT: 77000 - UTILITIES	0.00	72,644.03	695,630.90	830,000.00	134,369.10	16.19
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	1,897.27-	39,103.08-	0.00	39,103.08	0.00
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	244.00	61.00	2,500.00	2,439.00	97.56
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	183.00	44,042.00	30,000.00	14,042.00-	46.80-
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	13,487.00	11,000.00	2,487.00-	22.60-
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	0.00	158,448.00	151,000.00	7,448.00-	4.92-
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	400.00	122,329.00	106,000.00	16,329.00-	15.39-
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	4,232.00	0.00	4,232.00-	0.00
DEPARTMENT: 94000 - STUDENT CENTER	434.60	1,620.58	33,392.73	36,000.00	2,172.67	6.04

=====

FUND: 11 - GENERAL	431,099.95	1,275,799.65	13,696,710.70	15,962,157.00	1,834,346.35	11.49
--------------------	------------	--------------	---------------	---------------	--------------	-------

Fiscal Year: 2019

FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	4,915.93	53,403.41	59,831.00	6,427.59	10.74
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	218.29	250.00	31.71	12.68
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	6,913.15	61,639.08	45,959.00	15,680.08-	34.11-
DEPARTMENT: 12200 - ADN PROGRAM	0.00	28,308.20	293,367.81	325,291.00	31,923.19	9.81
DEPARTMENT: 12201 - LPN PROGRAM	0.00	39,478.31	291,864.67	306,304.00	14,439.33	4.71
DEPARTMENT: 12202 - EMT	1,578.41	15,912.88	181,537.92	178,875.00	4,241.33-	2.36-
DEPARTMENT: 12203 - ALLIED HEALTH	79.47	20,150.40	192,626.45	203,362.00	10,656.08	5.24
DEPARTMENT: 12210 - AGRICULTURE	0.00	4,652.17	52,503.79	60,643.00	8,139.21	13.42
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	9,793.93	125,925.80	107,845.00	18,080.80-	16.76-
DEPARTMENT: 12220 - JOHN DEERE AG TECH	1,812.68	3,818.08	141,592.10	178,717.00	35,312.22	19.76
DEPARTMENT: 12225 - OIL TECH PROGRAM	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 12230 - AUTO MECHANICS	2,712.20	5,757.87-	89,706.73	104,206.00	11,787.07	11.31
DEPARTMENT: 12240 - CRIMINAL JUSTICE	3,026.29	14,914.34	134,207.55	140,903.00	3,669.16	2.60
DEPARTMENT: 12241 - FIRE SCIENCE	1,905.53	9,676.13	77,634.04	79,707.00	167.43	0.21
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,436.99	118,072.35	125,743.00	7,670.65	6.10
DEPARTMENT: 12260 - DRAFTING	0.00	0.00	0.00	200.00	200.00	100.00
DEPARTMENT: 12270 - AMMONIA REFRIGERAT	0.00	0.00	690.00-	0.00	690.00	0.00
DEPARTMENT: 12271 - AUTOMATION ELECTRI	0.00	0.00	0.00	1,750.00	1,750.00	100.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	1.00	43,951.00	43,950.00	100.00
DEPARTMENT: 12273 - WELDING	8,290.30	44,588.73	253,284.80	279,020.00	17,444.90	6.25
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	14,647.37	154,370.64	426,627.00	272,256.36	63.82
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	0.00	15,500.00	15,500.00	100.00
=====						
FUND: 12 - PTE FUND	19,404.88	222,448.74	2,221,266.43	2,685,684.00	445,012.69	16.57

Fiscal Year: 2019

FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	2,965.38	1,444.63	45,074.78	96,979.61	48,939.45	50.46
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	225.00	1,680.00	1,455.00	86.61
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	3,136.17	2,721.72	414.45-	15.22-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	9,739.47	12,138.17	2,398.70	19.76
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	0.00	150.39	150.39	100.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	148,926.14	297,852.29	297,852.30	0.01	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	2,686.01	2,906.71	220.70	7.59
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	3,361.75	3,030.51	331.24-	10.92-
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	9,468.70	17,936.77	8,468.07	47.21
DEPARTMENT: 31000 - COMMUNITY SERVICE	207.19	611.22	5,553.71	14,500.00	8,739.10	60.27
DEPARTMENT: 55007 - BASEBALL	0.00	11.93	23,041.54	26,000.68	2,959.14	11.38
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,491.52-	4,507.76	9,850.00	5,342.24	54.24
DEPARTMENT: 55013 - DANCE TEAM	0.00	840.00	3,450.66	4,073.03	622.37	15.28
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	179.30	6,374.66	1,768.22	4,606.44-	260.50-
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	974.94	932.98	41.96-	4.49-
=====						
FUND: 14 - ADULT SUPPLEMENTARY ED	3,172.57	149,521.70	415,447.44	492,521.09	73,901.08	15.00

Fiscal Year: 2019

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,475.89	10,712.15	31,630.07	46,494.98	13,389.02	28.80
DEPARTMENT: 94000 - STUDENT CENTER	3,648.19	87,239.08	191,112.93	218,091.00	23,329.88	10.70
DEPARTMENT: 95000 - STUDENT HOUSING	52,339.95	409,486.77	2,306,012.77	2,725,630.00	367,277.28	13.47
DEPARTMENT: 98000 - COSMETOLOGY	50.67	10,104.10	110,311.21	177,282.55	66,920.67	37.75
DEPARTMENT: 97000 - BOOKSTORE	10,495.07	16,523.33	267,869.53	434,925.00	156,560.40	36.00
DEPARTMENT: 91000 - ARENA	0.00	0.00	280.66-	0.00	280.66	0.00
=====						
FUND: 16 - AUXILIARY ENTITIES	68,009.77	534,065.43	2,906,655.85	3,602,423.53	627,757.91	17.43

Fiscal Year: 2019

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	10,329.69	13,000.00	2,670.31	20.54
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	16,448.58	16,573.00	124.42	0.75
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	1,000.00	4,193.80	3,193.80	76.16
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	392.77	964.73	1,000.00	35.27	3.53
DEPARTMENT: 12273 - WELDING	0.00	0.00	18,346.54	123,359.25	105,012.71	85.13
DEPARTMENT: 14010 - AO-K	80.28	0.00	1,747.37	2,058.58	230.93	11.22
DEPARTMENT: 42000 - DEAN OF LEARNING S	42.36	0.00	221.96	275.19	10.87	3.95
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	10,399.79	10,399.79	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	1,776.22	1,776.24	0.02	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	1,489.76	1,489.76	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	39,573.41	39,573.41	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	587.32	100,106.30	100,106.30	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	0.00	2,585.41	2,585.41	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	2,256.34	4,323.22	8,520.00	4,196.78	49.26
DEPARTMENT: 11040 - SCIENCE	4,399.99	13,211.19	66,859.55	143,133.65	71,874.11	50.21
DEPARTMENT: 00000 - GENERAL	0.00	0.00	13,225.00-	13,225.00-	0.00	0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	599.26	27,412.41	192,103.34	316,206.00	123,503.40	39.06
DEPARTMENT: 42005 - DEAN OF TECHNICAL	1,277.90	10,447.10	10,447.10	11,725.00	0.00	0.00
DEPARTMENT: 42000 - DEAN OF LEARNING S	0.00	4,739.80	51,731.57	60,424.00	8,692.43	14.39
DEPARTMENT: 11040 - SCIENCE	60.34	8,450.86	34,267.14	57,352.00	23,024.52	40.15
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	23,272.48	64,181.01	71,481.00	7,299.99	10.21
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	6,575.62	29,000.00	22,424.38	77.33
=====						
FUND: 22 - RESTRICTED GRANTS	6,460.13	90,770.27	572,280.11	1,001,007.38	422,267.14	42.18

Fiscal Year: 2019

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 11026 - BROADCASTING	0.00	13,276.90	13,276.90	22,000.00	8,723.10	39.65
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	16,797.94	16,797.94	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	4,297.86	0.00	387.08	11,685.00	7,000.06	59.91
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	4,550.00	4,550.00	0.00	0.00
=====						
FUND: 23 - OTHER RESTRICTED FUNDS	4,297.86	13,276.90	18,213.98	55,032.94	32,521.10	59.09

Fiscal Year: 2019

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	887.60	750.00	137.60	18.34
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	17,642.16	135,196.84	117,554.68	86.95
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	9,901.55	9,901.55	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	16,241.47	158,662.05	162,461.00	3,798.95	2.34
DEPARTMENT: 13305 - ADULT ED - STAFF D	354.72	0.00	4,519.28	4,874.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	1,557.17	10,269.76	107,255.11	129,653.00	20,840.72	16.07
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	37,580.00	39,840.00	2,260.00	5.67
DEPARTMENT: 00000 - GENERAL	0.00	0.00	37,500.00	37,500.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	2,983.35	27,597.96	37,500.00	9,902.04	26.41
=====						
FUND: 24 - ADULT EDUCATION	1,911.89	29,494.58	316,644.16	482,676.39	164,120.34	34.00

Fiscal Year: 2019

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	0.00	15,965.00	15,965.00	0.00	0.00
DEPARTMENT: 71000 - BUILDINGS	192,180.00	9,592.00	20,429.38	984,035.00	771,425.62	78.39
=====						
FUND: 61 - CAPITAL OUTLAY	192,180.00	9,592.00	36,394.38	1,000,000.00	771,425.62	77.14

Fiscal Year: 2019

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	5,273.77	42,833.69	640,889.35	669,440.47	23,277.35	3.48
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	0.00	500.00	500.00	100.00
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	0.00	500.00	500.00	100.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	2,500.00	2,500.00	100.00
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	500.00	500.00	0.00	0.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	0.00	500.00	500.00	100.00
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	0.00	500.00	500.00	100.00
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: 99001 - STUDENT NEWSPAPER	591.18	9,851.31	17,117.88	33,700.00	15,990.94	47.45
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	5,028.30	12,238.33	24,045.46	11,807.13	49.10
=====						
FUND: 71 - ACTIVITY/ORGANIZATION FD	5,864.95	38,010.68	671,245.56	736,185.93	59,075.42	8.02



Fiscal Year: 2019

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	3,456.00	44,000.00	40,544.00	92.15
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	1,000.00	44,000.00	43,000.00	97.73
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	8,699.00	25,000.00	16,301.00	65.20
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	8,809.00	25,000.00	16,191.00	64.76
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	1,104.00	35,000.00	33,896.00	96.85
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	4,489.00	155,000.00	150,511.00	97.10
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	3,962.00	40,000.00	36,038.00	90.10
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	1,772.00	30,000.00	28,228.00	94.09
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	19,521.00	30,000.00	10,479.00	34.93
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	6,600.00	30,000.00	23,400.00	78.00
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	25,700.00	20,000.00	5,700.00-	28.49-
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	6,556.00	10,000.00	3,444.00	34.44
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	16,975.00	32,000.00	15,025.00	46.95
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	0.00	11,000.00	11,000.00	100.00
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	24,256.00	28,000.00	3,744.00	13.37
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	2,347.00	11,000.00	8,653.00	78.66
DEPARTMENT: 11030 - ART	0.00	0.00	12,800.00	12,000.00	800.00-	6.66-
DEPARTMENT: 11031 - DRAMA	0.00	0.00	8,750.00	9,000.00	250.00	2.78
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	7,850.00	15,000.00	7,150.00	47.67
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	70,340.00	80,000.00	9,660.00	12.08
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	0.00	8,551.00	5,000.00	3,551.00-	71.01-
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	24,904.00	20,000.00	4,904.00-	24.51-
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	27,812.47	21,000.00	6,812.47-	32.43-
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	6,718.00	11,000.00	4,282.00	38.93
=====						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	0.00	302,971.47	743,000.00	440,028.53	59.22

Garden City Community College  
5/31/2019

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 210,451.83	0.0000%
State Municipal Invest. Pool	\$ 115,338.28	2.0000%
Landmark National Bank	<u>\$ 1,924,171.71</u>	2.4200%
	<u>\$ 2,249,961.82</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
American State Bank	CD	\$ 1,000,000.00	2.3600%	6/22/2018	6/22/2019
Landmark Natl Bank	CD	\$ 1,000,000.00	2.4500%	2/9/2019	8/9/2019
Landmark Natl Bank	CD	\$ 1,000,000.00	2.5000%	2/9/2019	11/9/2019
First National Bank	CDARS	\$ 500,000.00	2.4500%	5/16/2019	11/14/2019
Landmark Natl Bank	CD	\$ 2,000,000.00	2.5500%	2/9/2019	2/9/2020
First National Bank	CDARS	<u>\$ 1,000,000.00</u>	2.4500%	5/16/2019	5/14/2019
		<u>\$ 6,500,000.00</u>			
 Total		 <u><u>\$ 8,749,961.82</u></u>			

**Topic:** Classroom Projector Replacement

**Presenter:** Dr. Ryan J. Ruda

**Background Information:**

Our current classroom projectors are a mix of inFocus in126A (2014) and Epson Powerlite 84+ (2010). These models are both out of warranty. It is becoming difficult to find replacement bulbs for each of them. InFocus has recently exited the projector business, so it will likely be impossible to find factory OEM Replacement bulbs soon.

The proposed projectors would standardize our projectors across campus making it easier for faculty, adjuncts and staff to walk into any room on campus and be familiar with the technology. The lumens are also much higher than the current projectors we have which will allow for students to easily view the content even in the brightest rooms.

With the built in RJ-45 Port for network connectivity we can also use them for message broadcasting if we wish to:

- Broadcast customized images/alerts over the network for announcements or instructions
- Send messages to up to 1,024 projectors simultaneously (message will overwrite the current screen content if the projector is being used, unless this function is disabled by the presenter)
- If the projector is off, Message Broadcasting will turn it on and display the message

Bids were received from two companies. One was CDW Government Inc., Vernon Hills, Illinois. CDW holds the Epson BrighterFutures Contract providing the best possible pricing to higher education. We also received a bid from B & H Photo Video, New York, New York. Administrations recommendation is to accept the best proposal from CDW Government Inc.

CDW Government. Inc.:	\$64,950.00
B & H Photo Video:	\$68,662.50

**Budget Information:**

General Fund: FY 2019

\$64,950.00

Classroom Projector Replacement

**Recommended Board Action:**

Authorize Administration to accept the proposal and enter into an agreement with CDW Government Inc. for \$64,950.00 for replacement of our current classroom projectors.

**Board Action Taken:**      \_\_\_ Approved      \_\_\_ Disapproved

                         \_\_\_ Ayes      \_\_\_ Nays      \_\_\_ No Action

**Board Member Notes:**

# QUOTE CONFIRMATION




DEAR ANDREW KNOLL,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
KPRK658	5/6/2019	KPRJ311	0440374	\$64,950.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Epson PowerLite 2250U - 3LCD projector - LAN Mfg. Part#: V11H871020 UNSPSC: 45111614 Contract: Epson BrighterFUTURES - Projectors (94867)	50	4425352	\$1,299.00	\$64,950.00

PURCHASER BILLING INFO		SUBTOTAL	\$64,950.00
<b>Billing Address:</b> GARDEN CITY COMMUNITY COLLEGE ACCTS PAYABLE 801 N CAMPUS DR GARDEN CITY, KS 67846-6333 Phone: (620) 276-9631 Payment Terms: NET 30 Days-Govt/Ed		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$64,950.00
	<b>DELIVER TO</b> <b>Shipping Address:</b> GARDEN CITY COMMUNITY COLLEGE ANDREW KNOLL 801 N CAMPUS DR GARDEN CITY, KS 67846-6333 Phone: (620) 276-9631 Shipping Method: UPS Ground		Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515

Need Assistance? CDW•G SALES CONTACT INFORMATION		
	Dave Walczak	(877) 493-1102   <a href="mailto:davewal@cdwg.com">davewal@cdwg.com</a>

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions-projects-01-01-10>. For more information, contact a CDW account manager.

© 2019 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239



# Government, Education, and Corporate Department

For Pricing Requests, Purchase Orders, and Customer Service:

**Phone:** 800-947-8003  
212-239-7503

**Fax:** 800-858-5517  
212-239-7759

**Email:** Education: emailbids@bhphoto.com    Fed Gov: federalsales@bhphoto.com  
Corporate: corporatesales@bhphoto.com    State and Local: biddept@bhphoto.com

The Professional's Source

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Federal ID#: 13-278807

Prices Are Valid Until: 06/11/19

Quote No.: 1057684022

Reference No.: NIPA-OMNIA-P

Sold To: Andrew Knoll  
Garden City Community College  
801 N Campus Dr  
GARDEN CITY, KS 67846

Ship To: Garden City Community College  
801 N Campus Dr  
GARDEN CITY, KS 67846

Bill Phone: (620)276-0411

(620)276-0411

Date	Customer Code	Terms	Salesperson	Ship Via	
05/28/19	A3358414	N/A	WB	FDX GROUND	
Qty Ord	Item Description	SKU#	MFR#	Item Price	Amount
50	EPSON POWERLITE 2250U PRJCTR 5000 LMNS WUXGA/REG	EP2250U	(V11H871020)	1,373.25	68,662.50
	Manufacturer's Conditional Rebate See Coupon				
Continued on Next Page ...					



# Government, Education, and Corporate Department

For Pricing Requests, Purchase Orders, and Customer Service:

<b>Phone:</b> 800-947-8003 212-239-7503	<b>Fax:</b> 800-858-5517 212-239-7759	<b>Email:</b> Education: emailbids@bhphoto.com Corporate: corporatesales@bhphoto.com	Fed Gov: federalsales@bhphoto.com State and Local: biddept@bhphoto.com
--	--	---	---

The Professional's Source

420 Ninth Avenue, New York City, NY 10001 • www.bhphotovideo.com

Federal ID#: 13-276807

Quote No.: 1057684022

Date	Customer Code	Terms	Salesperson	Ship Via
	A3358414	N/A	Sism	FDX GROUND

Qty Ord	Item Description	SKU# MFR#	Item Price	Amount
<p>PLEASE NOTE: -----</p> <p>*****UPCOMING SCHEDULE CHANGE *****</p> <p>We will be closed From Sunday June 9th thru Monday June 10th</p> <p>We will reopen on Tuesday June 11th at 9:00AM</p> <p>*****</p> <p>**** Please reference your quote number on all PO's ****</p> <p>Certain items may be enforced by vendor to sell at the vendor-imposed price posted at the time of order.</p>				

<b>Payment Type -</b> NA	<b>- Amount</b>	<b>Sub-Total:</b> 68,662.50
		<b>Shipping:</b> Free STND
		<b>Total:</b> 68,662.50

BNEL quote

**Agenda No: II-D-2**

**Date: June 11, 2019**

**Topic:** Ellucian Software Maintenance

**Presenter:** Dr. Ryan J. Ruda

**Background Information:**

Ellucian (previously Datatel) is the administrative software used by the college.

The annual maintenance renewal fee for FY20 is \$307,074.00

The maintenance fee for FY19 was \$299,754.00. The fee represents a 3% increase over last year.

**Budget Information:**

General Fund: FY20

\$307,074.00                      Ellucian Software Annual Maintenance

**Recommended Board Action:**

Authorize Administration to renew the annual maintenance agreement with Ellucian Software for \$307,074.00.

**Board Action Taken:**                      \_\_\_\_\_ **Approved**                      \_\_\_\_\_ **Disapproved**

   \_\_\_\_\_ **Ayes**                      \_\_\_\_\_ **Nays**                      \_\_\_\_\_ **No Action**

**Board Member Notes:**

**Topic:** Hydronic Pipe Replacement (Phase 3-DPAC North Tunnel)

**Presenter:** Dr. Ryan J. Ruda

**Background Information:**

The original 3” Hydronic pipe was installed into our tunnel system in 1969. The pipe initially provided heating service to the five original buildings: SAFL Library, Administration, Academic, FOUS, and the JOYC Fine Arts buildings. In 2002, the college added the Chiller plant addition with a 4 pipe-chilling loop and two ammonia chillers. In 2006, the college added the 660-ton Trane Chiller. The Hydronic Hot Water line has served the college for 50 years and has lasted well in excess of its life expectancy.

Due to age related deterioration, approximately 1,014 feet of piping is in need of complete replacement. The Facilities department designed and released an RFP with specifications to replace sections of the original 3” Hydronic Hot Water pipe. It is proposed to remove and replace approximately 1,014 feet of existing piping. All non-servicing valves will be removed. The contractor shall install new 3” Schedule 40 steel pipe valves and ten expansion joints with required fittings. The contractor shall coordinate all work to be done with the contractor hired by GCCC to repair the North DPAC tunnel cap and shall be done before the start of the fall 2019 semester.

Bids were received from two contractors; Tatro Plumbing Co. Inc., Garden City, Kansas and Central Consolidated Inc., Wichita, Kansas.

Administration’s recommendation is to accept the best proposal from Central Consolidated Inc.

Tatro Plumbing Co. Inc.:	\$84,148.00
Central Consolidated Inc.:	\$51,925.00

**Budget Information:**

The replacement of the hydronic pipe does not qualify as a capital outlay expenditure. Therefore, administration recommends the cost of the hydronic pipe replacement to be funded from the Residential Life auxiliary fund with an equal amount being charged to capital outlay for the Residential Life debt payment.

\$51,925.00 Hydronic Pipe Replacement (Phase 3)

**Recommended Board Action:**

Authorize Administration to accept the proposal and enter into an agreement with Central Consolidated Inc. for \$51,925.00 for replacement of the 3# Hydronic Pipe in the North Tunnel leading to the Dennis Perryman Athletic complex.  
North Tunnel leading to the Dennis Perryman Athletic Complex.

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

**Board Member Notes:**



BID FORM

Date: 5/28/19

The undersigned, doing business as the name of:

Central Consolidated, Inc.

Upon having reviewed the Specifications:

REPLACEMENT OF HYDRONIC HOT WATER PIPE 2019 DPAC

the Request for Proposal and examination of the site with the scope of the Work; reviewed any and all Addenda and Notices which modify or clarify the above listed items, and hereby agrees to furnish all the required labor, materials, equipment, transportation, services and to perform all work described by these contract documents according to the conditions prescribed therein for the following considerations:

- 1. BASE BID; for the project including all work except work specifically designated as described by Additional Item Cost, the sum of:  
Fifty one thousand, nine hundred, twenty-five dollars – bond included  
  
DOLLARS (\$51,925.00).
- 2. DATE PERFORMANCE; the undersigned proposes:
  - a. Projected Start Date June 12<sup>th</sup>, 2019
  - b. Projected Completion Date July 12<sup>th</sup>, 2019
  - c.
- 3. ADDENDA; Receipt of all addenda, notices, etc bound with the Specifications is acknowledged as follows:  
Addenda No. 1 dated 5/28/19  
  
Addenda No. \_\_\_\_\_ dated \_\_\_\_\_  
  
Addenda No. \_\_\_\_\_ dated \_\_\_\_\_
- 4. ADDITIONAL ITEM COST; the undersigned further agrees to perform any additional Work required by the College by a per contingency basis. The required labor and materials for the Work on a cost per square foot or per linear foot:  
10% on overall cost per unit \_\_\_\_\_

5. INSURANCE;

Workmen's Compensation Insurance is placed with:

Travelers

Public Liability & Property Damage Liability Insurance is placed with:

Travelers

6. BIDDER'S SIGNATURE; (Affix Corporate Seal, if incorporated):

SIGNATURES

Company Name Tax ID # 47-5590240

Authorized Representative (Print or type)

William Lorg

Signature (Must be in Ink)

 \_\_\_\_\_

Mailing Address 3435 W Harry St.

City and State Wichita, KS 67213

Phone Fax 316-945-3174

E-mail blorg@centralconsolidated.net

Date 5/28/19

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we Central Consolidated, Inc.

3435 West Harry, Wichita, KS 67213

as Principal, hereinafter called the Principal, and Westfield Insurance Company

P.O. Box 5001, Westfield Center, OH 44251-5001

a corporation duly organized under the laws of the State of OH

as Surety, hereinafter called the Surety, are held and firmly bound unto Garden City Community College  
801 Campus Drive, Garden City, KS 67846

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of Amount Bid

Dollars (\$ 5% ),  
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind  
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by  
these presents.

WHEREAS, the Principal has submitted a bid for  
Hydronic Piping Replacement

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in  
accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with  
good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished  
in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the  
Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such  
larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this  
obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 28th day of May, 2019

*Karla Craig*  
\_\_\_\_\_  
(Witness)

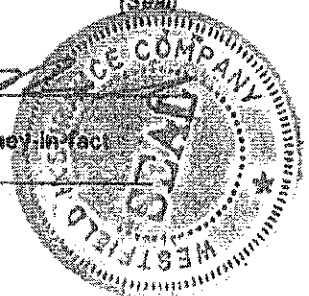
Central Consolidated, Inc.  
\_\_\_\_\_  
(Principal) (Seal)

By: *William Long*  
\_\_\_\_\_  
(Title)  
Project Manager

*Dorothy Westmoreland*  
\_\_\_\_\_  
(Witness)

Westfield Insurance Company  
\_\_\_\_\_  
(Surety) (Seal)

By: *Todd Alan Rambo*  
\_\_\_\_\_  
(Title)  
Todd Alan Rambo, Attorney-in-fact



THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 06/14/18, FOR ANY PERSON OR PERSONS NAMED BELOW.

POWER NO. 1515202 03

General Power of Attorney

Westfield Insurance Co. Westfield National Insurance Co. Ohio Farmers Insurance Co. Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint DESIREE E. WESTMORELAND, KATHLEEN A. SNYDER, MONICA F. DONATELLI, MICHAEL D. WHIPPS, S. MARK WILKERSON, KELLY E. KIMMEL, CAROLYN J. JOHNSON, BRET S. BURTON, LARISSA SMITH, TODD ALAN RAMBO, JOINTLY OR SEVERALLY

of WICHITA and State of KS its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship.

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be it Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact, may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 14th day of JUNE A.D., 2018.

Corporate Seals Affixed



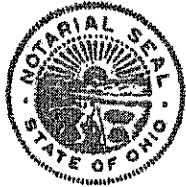
WESTFIELD INSURANCE COMPANY WESTFIELD NATIONAL INSURANCE COMPANY OHIO FARMERS INSURANCE COMPANY

By: Dennis P. Baus, National Surety Leader and Senior Executive

State of Ohio County of Medina ss.:

On this 14th day of JUNE A.D., 2018, before me personally came Dennis P. Baus to me known, who, being by me duly sworn, did depose and say, that he resides in Wooster, Ohio; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Notarial Seal Affixed



David A. Kotnik, Attorney at Law, Notary Public My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 27th day of May A.D., 2018.



Frank A. Carrino, Secretary



BPOAC2 (combined) (06-02)

### BID FORM

Date: 5/28/19

The undersigned, doing business as the name of:

TATRO Plumbing Co., Inc.

Upon having reviewed the Specifications:

#### REPLACEMENT OF HYDRONIC HOT WATER PIPE 2019 DPAC

the Request for Proposal and examination of the site with the scope of the Work; reviewed any and all Addenda and Notices which modify or clarify the above listed items, and hereby agrees to furnish all the required labor, materials, equipment, transportation, services and to perform all work described by these contract documents according to the conditions prescribed therein for the following considerations:

- 1. BASE BID; for the project including all work except work specifically designated as described by Additional Item Cost, the sum of:

Eighty-Four Thousand, One Hundred, Forty-Eight Dollars and NO/100

DOLLARS (\$ 84,148.00 ).

- 2. DATE PERFORMANCE; the undersigned proposes:

a. Projected Start Date June 12<sup>th</sup>, 2019

b. Projected Completion Date June 30<sup>th</sup>, 2019

c.

- 3. ADDENDA; Receipt of all addenda, notices, etc bound with the Specifications is acknowledged as follows:

Addenda No. 1 dated 5/28/19

Addenda No. N/A dated \_\_\_\_\_

Addenda No. N/A dated \_\_\_\_\_

- 4. ADDITIONAL ITEM COST; the undersigned further agrees to perform any additional Work required by the College by a per contingency basis. The required labor and materials for the Work on a cost per square foot or per linear foot:

\_\_\_\_\_ per unit \_\_\_\_\_

5. INSURANCE;

Workmen's Compensation Insurance is placed with:

\_\_RAS – Dakota Unerwriter\_\_\_\_\_

Public Liability & Property Damage Liability Insurance is placed with:

\_\_Columbia Insurance Group\_\_\_\_\_

6. BIDDER'S SIGNATURE; (Affix Corporate Seal, if incorporated):

SIGNATURES

Company Name Tax ID #\_48-0864586\_\_\_\_\_

Authorized Representative (Print or type)

\_Justin Sanchez\_\_\_\_\_

Signature (Must be in Ink)

Justin Sanchez - President

Mailing Address\_\_1285 Acraway, Suite 300\_\_\_\_\_

City and State\_\_\_ Garden City, KS 67846\_\_\_\_\_

Phone Fax\_\_P-620-277-2167 F-620-277-0244\_\_\_\_\_

E-mail\_\_\_justin@tatroplumbing.com\_\_\_\_\_

Date\_\_\_\_\_5/28/19



THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we Tatro Plumbing Company, Inc.

1285 Acraway, Ste 300, Garden City, KS 67846

as Principal, hereinafter called the Principal, and Westfield Insurance Company

P.O. Box 5001, Westfield Center, OH 44251-5001

a corporation duly organized under the laws of the State of OH

as Surety, hereinafter called the Surety, are held and firmly bound unto Garden City Community College 801 Campus Drive, Garden City, KS 67846

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of Amount Bid

Dollars (\$ 5% ),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Tunnel Piping Replacement

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 28th day of May, 2019

Tarja Berubsek (Witness)

Tatro Plumbing Company, Inc. (Principal) (Seal)

By: Justin Sanchez (Title)

Justin Sanchez

Westfield Insurance Company (Surety) (Seal)

Betty Jantz (Witness)

By: Todd Alan Rambo (Title)

Todd Alan Rambo, Attorney-in-fact

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 06/14/18, FOR ANY PERSON OR PERSONS NAMED BELOW.

POWER NO. 1515202 03

General  
Power  
of Attorney

**Westfield Insurance Co.**  
**Westfield National Insurance Co.**  
**Ohio Farmers Insurance Co.**  
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio, and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint  
**DESIREE E. WESTMORELAND, KATHLEEN A. SNYDER, MONICA F. DONATELLI, MICHAEL D. WHIPPS, S. MARK WILKERSON, KELLY E. KIMMEL, CAROLYN J. JOHNSON, BRET S. BURTON, LARISSA SMITH, TODD ALAN RAMBO, JOINTLY OR SEVERALLY**

of WICHITA and State of KS its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver any and all bonds, recognizances, undertakings, or other instruments or contracts of suretyship-

**LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.**

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be it Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact, may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it Further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 14th day of JUNE A.D., 2018.

Corporate  
Seals  
Affixed



WESTFIELD INSURANCE COMPANY  
WESTFIELD NATIONAL INSURANCE COMPANY  
OHIO FARMERS INSURANCE COMPANY

By: *Dennis P. Baus*  
Dennis P. Baus, National Surety Leader and Senior Executive

State of Ohio  
County of Medina ss.:

On this 14th day of JUNE A.D., 2018, before me personally came Dennis P. Baus to me known, who, being by me duly sworn, did depose and say, that he resides in Wooster, Ohio; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument; that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals; that they were so affixed by order of the Boards of Directors of said Companies; and that he signed his name thereto by like order.

Nolarial  
Seal  
Affixed



*David A. Kotnik*

David A. Kotnik, Attorney at Law, Notary Public  
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio  
County of Medina ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect; and furthermore, the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 25th day of May A.D. 2019.



*Frank A. Carrino*

Frank A. Carrino, Secretary







**Allegiant Solution Document**  
**Current Customer - Moves, Adds or Changes**

## **Garden City Community College**

### **Mitel MiVoice Business Telephone System Migration Path**

**Date: April 5, 2019**

**Revision: May 1, 2019 r6**

**Prepared by: Russ Bohn, Jeff Wold and Eric Friesen**

## Executive Summary

Garden City Community College (College) has a Mitel MiVoice Business telephone system servicing the College's voice communication needs.

In the summer of 2016, Allegiant Technology (Allegiant) upgraded the phone system providing:

- Virtual Mitel call processor services to operate within the College's VMware environment
  - Allowing for the use of IP Telephones to replace legacy digital and analog phone devices
  - Upgrade of the Voicemail platform
  - Upgrade of the Receptionist console
  - The existing call processing appliance, the 3300Mxe, was repurposed to support the incoming AT&T dual PRI voice carrier circuits and support the SX200 cabinets which services the existing digital and analog phone devices
  
- After this summer of 2016 upgrade, College personnel were to:
  - Move all users from the legacy voicemail platform to the new virtualized voicemail system
  - Begin replacing the digital and analog phone devices with IP telephones
  
- Current Situation
  - The college has purchased (80) model 5330e Mitel IP telephones with Unified Communication features which allow for the user to also have Softphone, Smartphone applications.
  - There are many users who may be attached to the older, now non-functioning legacy voicemail platform
  - There are an estimated 30 analog device users  
There are an estimated 140 digital phone users  
The college has a Repartee Voice Mail system in place. The virtual MiCollab has 500 Mailboxes licensed to replace the old Repartee. This project will make sure the old unit is removed from service and the MiCollab/Nupoint is programmed with all the mailboxes and call flows.  
They have very basic call flows and minimal needs for Auto Attendant.
  - There are 324 S/L user licenses on the 3300 App Record. If the customer is not going to use these going forward we can delete them so they do not pay for the ongoing SWAS
  - If they migrate to SIP trunks they will need MiVB SIP trunk and MBG SIP Proxy licenses. (50) They will also need the vMBG base license.
  - The current SWAS contract provides premium (24x7) software support through Aug 1, 2019
  - The current MiVoice Business systems are running v7.2 software. They cannot be upgraded beyond this level until the old Mitel 200 Per Nodes are removed from service. Mitel will provide support for the systems running two software releases behind the current release. (v9 was released Oct 2018) The college will risk losing Mitel support if they do not remain current.

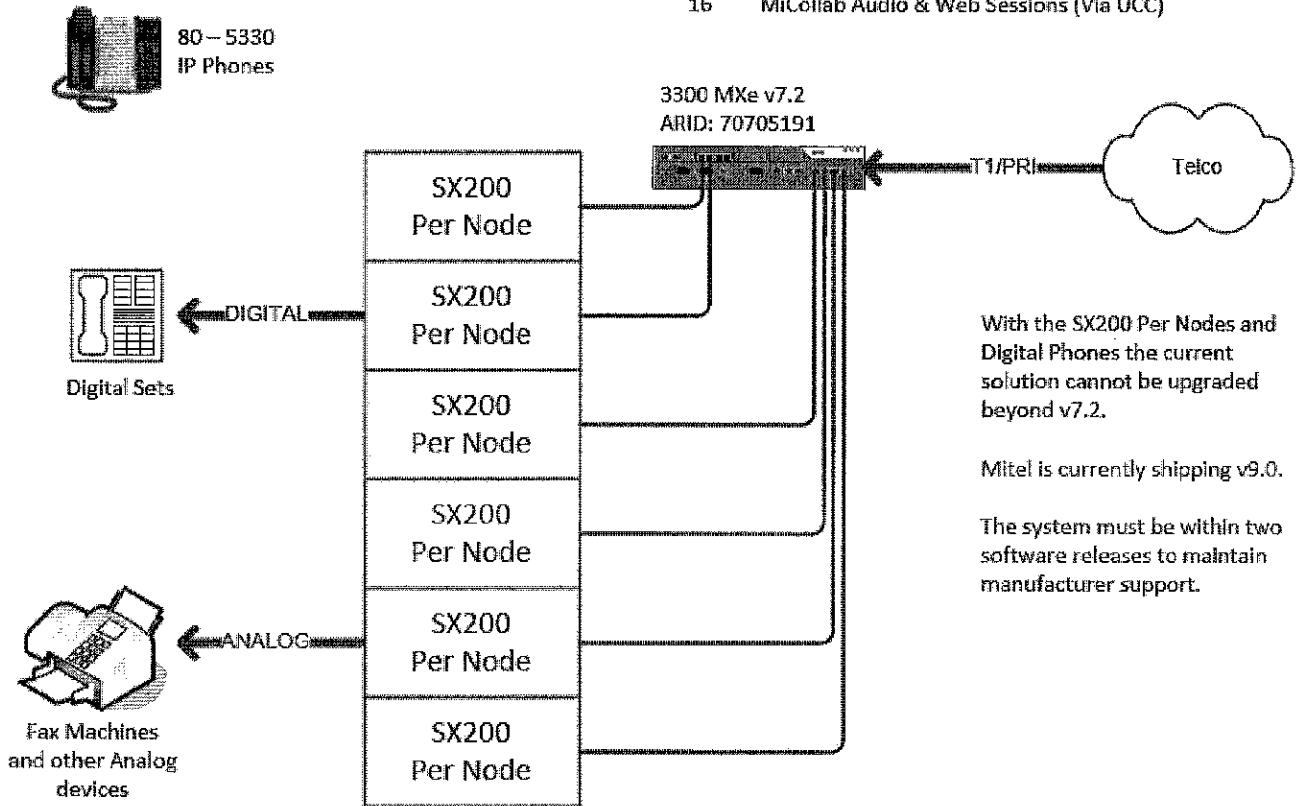
**Existing Voice Solution**

 **MiVoice Business**      Virtual v7.2  
ARID: 4734747      Primary Call Control

 **MiCollab**      Virtual v7.2  
ARID: 95077904      Voicemail & App's

**Licensed for:**

- 324 Single Line Users (Analog or SIP)
- 60 MIVB Enterprise Users (Courtesy License)
- 1 Console Operator
- 3 Digital Links (T1/PRI)
- 9 MIVB Mailbox (Core System)
- 80 UCC Std Users (Multi-Device w/ App's)
- 500 MiCollab Nupoint Mailboxes
- 16 MiCollab Audio & Web Sessions (Via UCC)



With the SX200 Per Nodes and Digital Phones the current solution cannot be upgraded beyond v7.2.

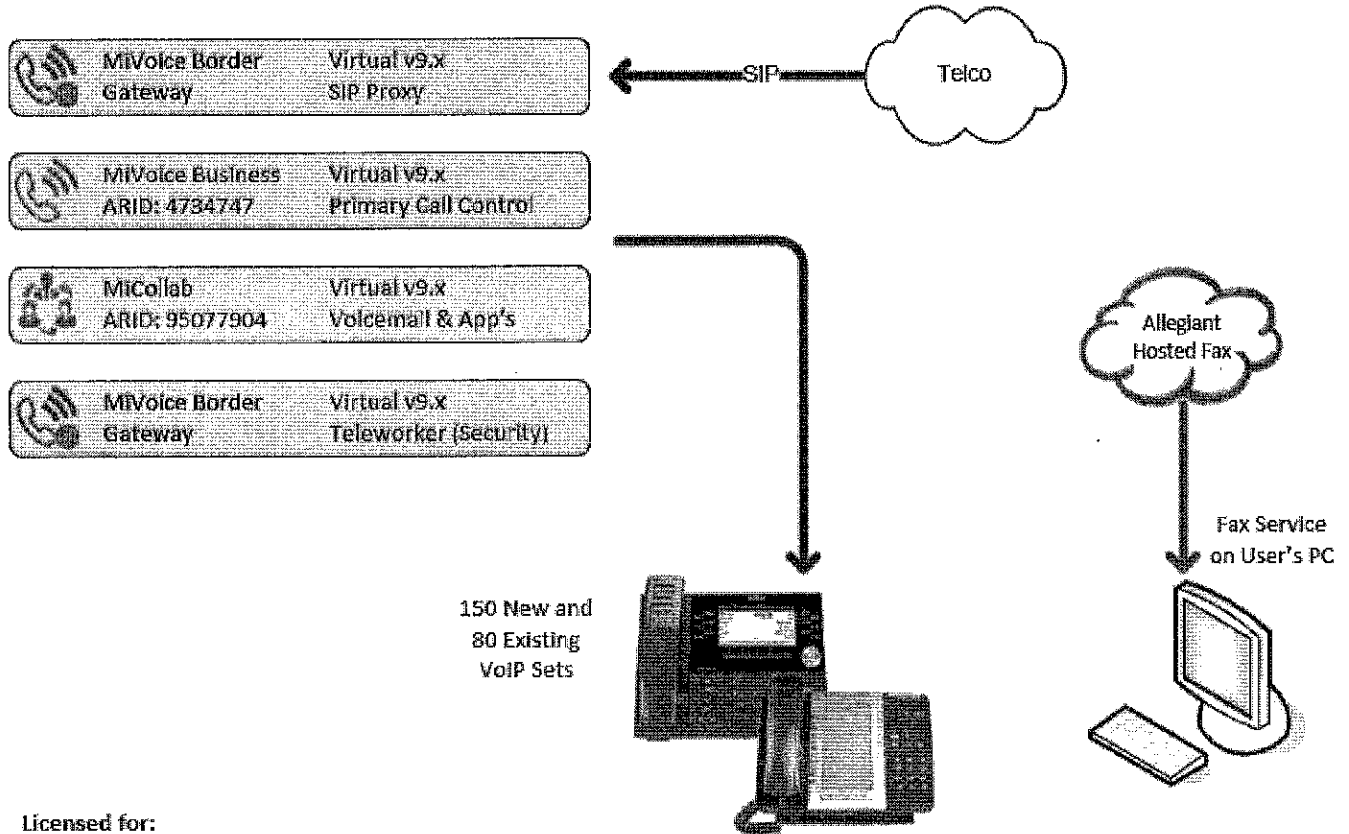
Mitel is currently shipping v9.0.

The system must be within two software releases to maintain manufacturer support.

## Allegiant Solution

- **Recommended Migration Path**
  - **Phase 1 – (In Progress)** Migrate premise-based faxing to Allegiant Hosted Faxing
    - The customer has identified 16 current premise based fax devices.
    - Allegiant will provide hosted fax services and port inbound numbers currently in use.
  - **Phase 2 – (Spring 2019)** Migrate AT&T PRIs to SIP trunks (Spring 2019)
    - The customer has two PRIs with 46 channels in use from AT&T.
    - Verify ATT Flex costs for DID's to be converted to SIP.
    - Allegiant will work with the customer and AT&T to get the PRI's migrated to SIP. This will require a change in service with AT&T and they will have to define how the cut-over will proceed.
    - Allegiant will provide 50 SIP trunk licenses to be applied to the current virtual MiVoice Business controller.
    - Allegiant will provide a virtual MiVoice Border Gateway with 50 SIP Proxy Licenses.
    - Allegiant will configure SIP trunk routing and programming as needed.
  - **Phase 3 – (Summer 2019)** Upgrade core Mitel systems, install new VoIP Phones, remove hardware from service
    - The customer wants to remove all hardware from service. This includes all 3300 controllers, peripheral cabinets and digital phones. At the end of this phase all Mitel call control and applications will be virtualized.
    - Upgrade the virtual Mitel systems to support 6900 series IP Phones
    - Add 140, 6920 IP Phones and 10, 6940 IP Phones
    - Migrate legacy licenses and standardize on UCC Standard User licenses
    - Schedule Cut-Over to coordinate system upgrades and new IP phones with the removal of digital Phones and remaining hardware. This will need to be simultaneous as the 6900 phones cannot be installed until the MiVoice Business is at v8.0 or higher. Version 8.0 does not support the legacy digital sets.
  - **Migration Cost Items**
    - Cost of Allegiant Hosted Fax service
    - Cost from AT&T to migrate PRI's to SIP trunks
    - Cost of Mitel SIP trunk, MiVBG and proxy licenses
    - Cost of IP Phones
    - Cost of End-User licenses (Migrated)
    - Cost of a MiVoice Border Gateway to be used for UCC Applications and Teleworker.
    - Remote Labor to provision the above and retire the legacy equipment
    - Eliminate unused licenses before next SWAS renewal (8/1/2019) to reduce ongoing costs
- **Next Steps**
  - Disaster Recovery/Resiliency Planning

**Proposed Voice Solution**



150 New and  
80 Existing  
VoIP Sets

**Licensed for:**

- 50 SIP Trunks (MiVoice Business)
- 50 SIP Trunk Proxy (MiVoice Border Gateway)
- 230 UCC Std Users (Multi-Device w/ App's)
- 500 MiCollab Nupoint Maiboxes
- 32 MiCollab Audio & Web Sessions (Via UCC)

*Eliminate unused licenses to reduce on-going Software Support costs*

**Phase 1: Secure Cloud Fax, Up to 20 Fax Numbers & 5,000 Page Usage Monthly**

Qty	Description	Notes
2	Allegiant CloudFAX Enhanced per network subscription with 2500 pages month and 10 local numbers	Billed Monthly

**Phase 1: Secure Cloud Fax – Allegiant Training & Implementation**

Qty	Description	Notes
20	Phone Guru Video Tutorials (training)	Online Training
1	Project Coordination Labor - Fixed Fee	
1	Telephony Support Labor Complex - Time & Materials	

**Phase 2: SIP Trunk Services – Mitel Licenses**

Qty	Description	Notes
1	MiVoice Border Gateway (Virtual)	This is a new MiVBG to be installed in the customer's VMware data center. This will be used to proxy the SIP trunks. (Acts as a secure Session Border Controller)
50	SIP Trunking Channel Proxy	These are the individual channel licenses to be applied to the new MiVBG
1	MiVoice Business SIP Trunks x50	This is a license for a bundle of 50 MiVoice Business SIP trunks to be applied to the Designated License Manager ARID: 82582293. This provides the actual SIP call path for the voice network
1	SWA Prem 1y MiVBG System	This is the 24x7 Mitel Software Support package for the new MiVBG base system
50	SWA Prem 1y MiVBG SIP Connect	This is the 24x7 Mitel Software Support package for the 50 SIP Proxy licenses on the MiVBG base system

**Phase 2: SIP Trunk Services – Allegiant Implementation**

Qty	Description	Notes
4	Project Coordination Labor - Fixed Fee	Allegiant will coordinate with Customer and SIP Service Provider
16	Telephony Support Labor Complex - Time & Materials	Configuration of SIP trunks, Trunk Groups and ARS Dial Plan
<b>Travel Expenses</b>		
2	Telephony Support Labor Complex - Time & Materials (Optional)	
12	Technician Travel - Hourly/Both Ways- Non-Local (Optional)	
1	Actual Expenses incurred for Hotel (Day) (Optional)	

**Phase 3: Mitel IP Phones & Licensing**

Qty	Description	Notes
120	6920 IP Phone	Basic Mitel VoIP Phone with speakerphone and color display
10	6940 IP Phone	Exec Mitel IP Phone with Bluetooth Handset, mobile integration and 7" touchscreen display
50	UCCv4.0 Basic to STND for Enterprise	This uplifts 50 of the existing MiVoice Business Enterprise User licenses (Basic) to full UCC Standard User.
2	UCCv4.0 STND User for MiVoice Bus x50	This is a bundle of 50 UCC Standard User licenses. UCC Standard is the typical End-User license provided by Mitel providing most user features including: IP Phone/Multi-Device License, Unified Messaging and Unified Communications for mobile and PC
1	MiVoice Border Gateway Virtual	This is a new MiVBG base system used to secure Teleworker and Unified Communications applications included in UCC Licenses
1	SWA Prem 1y MiV BG System	This is the 24x7 Mitel Software Support package for the new MiVBG base system

**Phase 3: Mitel IP Phones & Licensing – Allegiant Implementation**

Qty	Description	Notes
10	Project Coordination Labor - Fixed Fee	Allegiant will coordinate with Customer and SIP Service Provider
30	Telephony Support Labor Complex - Time & Materials	All work except programming users
38	Telephony Support Labor Complex - Time & Materials	Programming digital to IP Phone users
<b>Travel Expenses</b>		
2	Telephony Support Labor Complex - Time & Materials	Optional
12	Technician Travel - Hourly/Both Ways- Non-Local	Optional
1	Actual Expenses incurred for Hotel (Day)	Optional



# Mitel Phone System SIP Trunk Services

Prepared For: Garden City Community College  
Quote No: ATQQ7285-01  
Prepared On: May 2, 2019



**Prepared For:**

Andrew Knoll  
(620) 276-0411

andrew.knoll@gcccks.edu  
Garden City Community College

801 Campus Drive  
Garden City, KS 67846  
United States

**Prepared By:**

Russ Bohn  
913-599-6900

rbohn@allegiantusa.com

Allegiant Technology  
10983 Granada Lane  
Suite 300  
Overland Park, KS 66211

**Quote No:** ATQQ7285-01

**Prepared On:** May 2, 2019

**Expires On:** 6/26/2019

**SCOPE OF WORK**

**Level of Effort**

- 4 hrs Project Coordination, Fixed Fee
- 16 hrs Remote Engineer Configuration Labor

**PROJECT OVERVIEW**

Garden City Community College (GCCC) has engaged Allegiant Technology (Allegiant) to design a well-supported solution to transition their current Mitel telephone system, to a virtual MiVoice Business solution with IP Telephones.

This portion of the solution involves transitioning the physical AT&T PRI carrier connection now connected to the Mitel 3300 chassis, to AT&T IPFlex SIP Trunking terminating to the virtual Mitel MiVoice Business system.

**ALLEGiant TECHNOLOGY'S RESPONSIBILITIES**

**Migrate AT&T PRIs to SIP trunks (Spring 2019)**

- GCCC has two PRIs with 46 channels in use from AT&T.
- Allegiant will advise GCCC in the Discovery of what is necessary for AT&T to transition the IPFlex SIP circuit currently being handed off to the Mitel 3300 as PRI; to IPFlex SIP Trunks terminated to the virtual MiVoice Business system. This may or may not require a change in service with AT&T and they will have to define how the cut-over will proceed.
- Allegiant will provide 50 SIP trunk licenses to be applied to the current virtual MiVoice Business controller.
- Allegiant will provide a virtual MiVoice Border Gateway with 50 SIP Proxy Licenses.
- Allegiant will configure SIP trunk routing and programming, and testing as needed.

**GCCC'S RESPONSIBILITIES**

Designate a primary point of contact for this project

Grant all required remote access and delegate required authority to Allegiant to communicate on behalf of customer for the purposes of this project

Determine, from AT&T, the path of the current IPFlex Trunks being handed off to the physical Mitel 3300, and how these IPFlex circuits can be moved/terminated to the virtual Mitel MiVoice Business system. Allegiant will assist GCCC with this. We cannot initiate this work, since GCCC is an AT&T direct customer.

Manage any new or existing 3rd party contracts, such as ISP/Carrier not provided by or contractually serviced by Allegiant

Create and execute a testing plan to confirm expected functionality before and after any major changes related to this SOW Obtain Customer Service Record (CSR) from AT&T. This report will identify all telephone numbers associated with the account.

**ASSUMPTIONS**

- All work will be performed during normal business hours, Monday through Friday, 7:00AM to 5:00PM, Central Standard Time, except holidays unless otherwise agreed to in advance
- All work performed after normal business hours will be an additional charge
- Allegiant work for this project is proposed to be all remote access work. If Allegiant is needed on-site a change order will need to be approved by GCCC and travel fees will be assessed for onsite activities
- Delays due to customer or factors outside Allegiant's control may affect the execution timeline for this project and result in additional charges
- Allegiant will bill customer actual hours on a time-and-materials basis unless a fixed-rate is agreed to in writing \_\_\_\_\_OUT OF SCOPE\_\_\_\_\_
- Gaining/restoring access to accounts not controlled by Allegiant
- Support requests with 3rd parties other than those specified in this SOW
- Establishing extra accounts or shared support with or for 3rd parties for products and services that Allegiant installs/configures
- Unless specified in writing: configuration of devices other than Avaya, Mitel, AT&T, Ruckus, Aruba, HP, Brocade, and WatchGuard- Other than the specific applications, features, or hardware being upgraded/replaced, anything that is end-of-life or otherwise not supported by the manufacturer/producer
- Future changes: moves/adds/changes after project completion
- Allegiant is responsible to perform only the Services described in this Scope of Work. Any additional services discussed or implied that are not defined explicitly by this SOW will be considered out of scope. All services requested outside of this SOW will require a "Change Order" before any services are performed. Any valid "Change Order" must be agreed-to in writing by both customer and Allegiant. \*\*\*If it is not written in this SOW, it is not a part of this project/quote\*\*\*

*IT Your Way... Cabling to The Cloud*

10983 Granada Lane, Suite 300 Overland Park, KS 66211  
[www.allegianttechnology.com](http://www.allegianttechnology.com)  
 913.599.6900

PRICES BASED UPON AVAILABILITY AT THE TIME OF PURCHASE - ALL INSTALLATION, DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED. ALLEGIANT RESERVES THE RIGHT TO CANCEL ORDERS ARISING FROM INCORRECT PRICING DUE TO CLERICAL MISTAKES, ERRORS AND OMISSIONS. IF THIS QUOTE CONTAINS LEASE PAYMENT OPTIONS, THE LEASE OPTIONS ARE PROVIDED AS AN ESTIMATE ONLY. FINAL LEASE PAYMENT AMOUNT IS SUBJECT TO CREDIT VERIFICATION AND APPLICABLE TAXES AS REQUIRED BY LAW.

ATQQ7285-01

CONFIDENTIAL

IT Your Way... Cabling to The Cloud

10983 Granada Lane, Suite 300 Overland Park, KS 66211  
 www.allegianttechnology.com  
 913.599.6900

**Mitel MiVoice SIP Trunk Services**

Qty	Description
50	SIP Trunking Channel Proxy
1	MiVoice Border Gateway Virtual

**Software Assurance**

50	SWA Prem 1y MiV BG SIP Connect
1	SWA Prem 1y MiV BG System

**SIP Trunk Licenses**

1	MiVoice Business SIP Trunks x50	\$2,850.00
---	---------------------------------	------------

**Implementation - Remote Configuration Services**

Qty	Description
4	Project Coordination Labor - Fixed Fee
16	Telephony Support Labor Complex - Time & Materials

**Option - Onsite Travel Expenses**

Qty	Description
-----	-------------

**Travel**

Qty	Description
2	Telephony Support Labor Complex - Time & Materials (Optional)
12	Technician Travel - Hourly/Both Ways- Non- Local (Optional)

**Hotel & Per Diem**

Qty	Description
1	Actual Expenses incurred for Hotel (Day) (Optional)

PRICES BASED UPON AVAILABILITY AT THE TIME OF PURCHASE - ALL INSTALLATION, DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED. ALLEGIAN RESERVES THE RIGHT TO CANCEL ORDERS ARISING FROM INCORRECT PRICING DUE TO CLERICAL MISTAKES, ERRORS AND OMISSIONS. IF THIS QUOTE CONTAINS LEASE PAYMENT OPTIONS, THE LEASE OPTIONS ARE PROVIDED AS AN ESTIMATE ONLY. FINAL LEASE PAYMENT AMOUNT IS SUBJECT TO CREDIT

VERIFICATION AND APPLICABLE TAXES AS REQUIRED BY LAW.

ATQQ7285-01

CONFIDENTIAL

*IT Your Way... Cabling to The Cloud*

10983 Granada Lane, Suite 300 Overland Park, KS 66211  
www.allegianttechnology.com  
913.599.6900

**One Time Charges Summary**

Subtotal:	\$8,194.13
Downpayment:	\$4,097.07

**# Acceptance**

**BY SIGNING BELOW, YOU HEREBY ACKNOWLEDGE YOU HAVE READ AND AGREE TO BE BOUND BY ALLEGIANT'S TERMS AND CONDITIONS. THIS QUOTE IS BINDING UPON OUR ACCEPTANCE.**

Customer Name: \_\_\_\_\_ Title: \_\_\_\_\_

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PRICES BASED UPON AVAILABILITY AT THE TIME OF PURCHASE - ALL INSTALLATION, DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED. ALLEGIANT RESERVES THE RIGHT TO CANCEL ORDERS ARISING FROM INCORRECT PRICING DUE TO CLERICAL MISTAKES, ERRORS AND OMISSIONS. IF THIS QUOTE CONTAINS LEASE PAYMENT OPTIONS, THE LEASE OPTIONS ARE PROVIDED AS AN ESTIMATE ONLY. FINAL LEASE PAYMENT AMOUNT IS SUBJECT TO CREDIT

VERIFICATION AND APPLICABLE TAXES AS REQUIRED BY LAW.

**ATQQ7285-01**

**CONFIDENTIAL**

---

PRICES BASED UPON AVAILABILITY AT THE TIME OF PURCHASE - ALL INSTALLATION, DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED. ALLEGIANT RESERVES THE RIGHT TO CANCEL ORDERS ARISING FROM INCORRECT PRICING DUE TO CLERICAL MISTAKES, ERRORS AND OMISSIONS. IF THIS QUOTE CONTAINS LEASE PAYMENT OPTIONS, THE LEASE OPTIONS ARE PROVIDED AS AN ESTIMATE ONLY. FINAL LEASE PAYMENT AMOUNT IS SUBJECT TO CREDIT

VERIFICATION AND APPLICABLE  
TAXES AS REQUIRED BY LAW.

**ATQQ7285-01**

**CONFIDENTIAL**

# Mitel Telephone System IP Phones & Licensing

Prepared For: Garden City Community College  
Quote No: ATQQ7286-01  
Prepared On: May 1, 2019



**Prepared For:**

Andrew Knoll  
(620) 276-0411

andrew.knoll@gcccks.edu

Garden City Community College

801 Campus Drive  
Garden City, KS 67846  
United States

**Prepared By:**

Russ Bohn  
913-599-8900

rbohn@allegiantusa.com

Allegiant Technology  
10983 Granada Lane  
Suite 300  
Overland Park, KS 66211

**Quote No:** ATQQ7286-01

**Prepared On:** May 1, 2019

**Expires On:** 6/26/2019

SCOPE OF WORK

Level of Effort

- 10 hrs Project Coordination, Fixed Fee
- 30 hrs Remote Engineer MiVoice Business Enterprise Remote Configuration Labor
- 38 hrs Remote Engineer Programming to Convert Digital Phone Users to IP Phone Users

PROJECT OVERVIEW

Garden City Community College (GCCC) has engaged Allegiant Technology (Allegiant) to design a well-supported solution to transition their current Mitel telephone system to a virtual MiVoice Business solution with IP Telephones.

This portion of the solution involves; Upgrading the core Mitel systems, Installing new VoIP Phones, & Advising to remove legacy hardware & licensing from service

ALLEGIANT TECHNOLOGY'S RESPONSIBILITIES

Upgrade core Mitel systems, Install new VoIP Phones, Remove hardware & licensing from service (Summer 2019)

- GCCC wants to remove all legacy Mitel hardware from service. This includes all 3300 controllers, peripheral cabinets and digital phones.
- At the end of this phase, all Mitel call control and applications will be virtualized within the upgraded MiVoice Business system.
- Upgrade the virtual Mitel systems from version 7.x to version 9.x to support the new 6900 series IP Phones
- Add 140, Mitel 6920 IP Phones and 10, Mitel 6940 IP Phones
- Migrate legacy licenses and standardize on UCC Standard User licenses
- Schedule Cut-Over to coordinate system upgrades and new IP phones with the removal of digital Phones and remaining hardware. This will need to be simultaneous as the 6900 phones cannot be installed until the MiVoice Business is at v8.0 or higher. Version 8.0 does not support the legacy digital sets.
- Note: It is estimated the discovery & programming to change a digital phone user to an IP phone user is 15 minutes per user. In the following quote, Allegiant has accounted for this remote labor. Allegiant is open to GCCC totally performing this work, or assisting GCCC at some level of effort with this programming work.
- Note: This work assumes the transition of the AT&T IP Flex SIP Trunks to the virtualized MiVoice Business system has been completed.

GCCC'S RESPONSIBILITIES

Designate a primary point of contact for this project

Grant all required remote access and delegate required authority to Allegiant to communicate on behalf of customer for the purposes of this project

Manage any new or existing 3rd party contracts, such as ISP/Carrier not provided by or contractually serviced by Allegiant



Create and execute a testing plan to confirm expected functionality before and after any major changes related to this SOW  
Work with Allegiant on what legacy licensing needs to be dropped from SWA Support with Mitel. This work may save on the annual Mitel SWA billing.

\_\_\_\_ASSUMPTIONS\_\_\_\_

- All work will be performed during normal business hours, Monday through Friday, 7:00AM to 5:00PM, Central Standard Time, except holidays unless otherwise agreed to in advance
- All work performed after normal business hours will be an additional charge
- Allegiant work for this project is proposed to be all remote access work. If Allegiant is needed on-site a change order will need to be approved by GCCC and travel fees will be assessed for onsite activities
- Delays due to customer or factors outside Allegiant's control may affect the execution timeline for this project and result in additional charges
- Allegiant will bill customer actual hours on a time-and-materials basis unless a fixed-rate is agreed to in writing \_\_\_\_ OUT OF

SCOPE \_\_\_\_

- Gaining/restoring access to accounts not controlled by Allegiant
- Support requests with 3rd parties other than those specified in this SOW
- Establishing extra accounts or shared support with or for 3rd parties for products and services that Allegiant installs/configures
- Unless specified in writing: configuration of devices other than Avaya, Mitel, AT&T, Ruckus, Aruba, HP, Brocade, and WatchGuard- Other than the specific applications, features, or hardware being upgraded/replaced, anything that is end-of-life or otherwise not supported by the manufacturer/producer
- Future changes: moves/adds/changes after project completion
- Allegiant is responsible to perform only the Services described in this Scope of Work. Any additional services discussed or implied that are not defined explicitly by this SOW will be considered out of scope. All services requested outside of this SOW will require a "Change Order" before any services are performed. Any valid "Change Order" must be agreed to in writing by both customer and Allegiant. \*\*\*If it is not written in this SOW, it is not a part of this project/quote\*\*\*

*IT Your Way... Cabling to The Cloud*

10983 Granada Lane, Suite 300 Overland Park, KS 66211  
www.allegianttechnology.com  
913.599.6900

PRICES BASED UPON AVAILABILITY AT THE TIME OF PURCHASE - ALL INSTALLATION, DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED. ALLEGIANT RESERVES THE RIGHT TO CANCEL ORDERS ARISING FROM INCORRECT PRICING DUE TO CLERICAL MISTAKES, ERRORS AND OMISSIONS. IF THIS QUOTE CONTAINS LEASE PAYMENT OPTIONS, THE LEASE OPTIONS ARE PROVIDED AS AN ESTIMATE ONLY. FINAL LEASE PAYMENT AMOUNT IS SUBJECT TO CREDIT VERIFICATION AND APPLICABLE TAXES AS REQUIRED BY LAW.

ATQQ7286-01

CONFIDENTIAL

**Mitel IP Phones & Licensing**

Qty	Description
<b>IP Telephones</b>	
140	6920 IP Phone
10	6940 IP Phone
<b>Licensing</b>	
50	UCCv4.0 Basic to STND for Enterprise
2	UCCv4.0 STND User for MiVoice Bus x50
1	MiVoice Border Gateway Virtual
1	SWA Prem 1y MiV BG System

**Implementation with System Upgrade to Version 9.x & Program Users for IP Phones**

Qty	Description
10	Project Coordination Labor - Fixed Fee
30	Telephony Support Labor Complex - Time & Materials (all work except programming users)
38	Telephony Support Labor Complex - Time & Materials (programming digital to IP Phone users)

**Option - Onsite Travel Expenses**

Qty	Description
2	Telephony Support Labor Complex - Time & Materials (Optional)
12	Technician Travel - Hourly/Both Ways- Non- Local (Optional)
1	Actual Expenses Incurred for Hotel (Day) (Optional)

PRICES BASED UPON AVAILABILITY AT THE TIME OF PURCHASE - ALL INSTALLATION, DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED. ALLEGIANT RESERVES THE RIGHT TO CANCEL ORDERS ARISING FROM INCORRECT PRICING DUE TO CLERICAL MISTAKES, ERRORS AND OMISSIONS. IF THIS QUOTE CONTAINS LEASE PAYMENT OPTIONS, THE LEASE OPTIONS ARE PROVIDED AS AN ESTIMATE ONLY. FINAL LEASE PAYMENT AMOUNT IS SUBJECT TO CREDIT

VERIFICATION AND APPLICABLE TAXES AS REQUIRED BY LAW.

ATQQ7286-01

CONFIDENTIAL

IT Your Way... Cabling to The Cloud

10983 Granada Lane, Suite 300 Overland Park, KS 66211  
www.allegianttechnology.com  
913.599.6900

**One Time Charges Summary**

Subtotal:	\$70,053.01
Downpayment:	\$35,026.51

**Acceptance**

BY SIGNING BELOW, YOU HEREBY ACKNOWLEDGE YOU HAVE READ AND AGREE TO BE BOUND BY ALLEGIANT'S TERMS AND CONDITIONS. THIS QUOTE IS BINDING UPON OUR ACCEPTANCE.

Customer Name: \_\_\_\_\_ Title: \_\_\_\_\_

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PRICES BASED UPON AVAILABILITY AT THE TIME OF PURCHASE - ALL INSTALLATION, DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED. ALLEGIANT RESERVES THE RIGHT TO CANCEL ORDERS ARISING FROM INCORRECT PRICING DUE TO CLERICAL MISTAKES, ERRORS AND OMISSIONS. IF THIS QUOTE CONTAINS LEASE PAYMENT OPTIONS, THE LEASE OPTIONS ARE PROVIDED AS AN ESTIMATE ONLY. FINAL LEASE PAYMENT AMOUNT IS SUBJECT TO CREDIT

VERIFICATION AND APPLICABLE TAXES AS REQUIRED BY LAW.

ATQQ7286-01

CONFIDENTIAL

PRICES BASED UPON AVAILABILITY AT THE TIME OF PURCHASE - ALL INSTALLATION, DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED. ALLEGIANT RESERVES THE RIGHT TO CANCEL ORDERS ARISING FROM INCORRECT PRICING DUE TO CLERICAL MISTAKES, ERRORS AND OMISSIONS. IF THIS QUOTE CONTAINS LEASE PAYMENT OPTIONS, THE LEASE OPTIONS ARE PROVIDED AS AN ESTIMATE ONLY. FINAL LEASE PAYMENT AMOUNT IS SUBJECT TO CREDIT

VERIFICATION AND APPLICABLE  
TAXES AS REQUIRED BY LAW.

**ATQQ7286-01**

**CONFIDENTIAL**

## JUNE 2019 MONITORING REPORT

<b>EXECUTIVE LIMITATIONS</b> <b>Compensation/Benefits</b> #1	<b>ANNUAL</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:**

February 2019, the Board acted to offer interim president, Ryan Ruda, a full-time president's contract and enter into negotiations. The signed contract is on file with the office of Human Resources and business office.

<b>EXECUTIVE LIMITATIONS</b> <b>Compensation/Benefits</b> #2	<b>ANNUAL</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>Compensation/Benefits</b> #3	<b>ANNUAL</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.

## **Incidental Information**

### **June 2019**

#### **Marc Malone, Vice President for Instruction:**

##### Thomas F. Saffell Library and Mary Jo Williams Comprehensive Learning Center (CLC)

The CLC maintains its tutoring accreditation through the College Reading and Library Association (CRLA). The CLC logged approximately 1,000 hours of student tutoring in Fall 2018 and approximately 850 hours in the Spring 2018 semester.

The library tracked 107,672 visits during the 2018-2019 academic year. The library also houses the Out-of-Class Testing Center, which offers test proctoring services for students enrolled in classes. The center administered 3,096 tests during the Fall 2018 semester and 2,119 tests during the Spring 2019 semester for a total of 5,215 proctored tests last academic year.

##### Upgrades to Pauline Joyce Fine Arts Building

Faculty within the Pauline Joyce Fine Arts Building were awarded \$14,329.75 to purchase display cases, tables, stools and related furnishings to transform the lobby and adjoining classroom into multiple-use spaces for education, individual studying, art displays and an event center. As of last month, all of the items have been purchased. A request to assemble the furniture has been made with recommendation of waiting until the completion of the Summer Session 1 classes, as the class designated for flexible seating will be in use at that time. The project is on schedule to be completed before the beginning of the Fall 2019 term.

##### Career Connection Academy

- 519 students for the 18-19 academic year.
- 56 students passed GED exam during the 18-19 academic year.
- GED recipients enrolled in 62 college credits during academic year 18-19.
- 3 GED students are starting CAN program this summer.
- 4 ESL students will start Automotive Technology classes in fall 2019.
- Many students transitioning to college-credit courses are taking vocabulary classes throughout the summer.

##### Fine Arts

As reported in the April Board packet, the theatre program has entered into a collaborative relationship with the Garden City Recreational Commission to help establish a summer community theatre program that will focus on producing shows with age appropriate casting. 36 individuals auditioned for this summer's production of *Oliver*, a strong turnout. Rehearsals have begun for the event and set/costume construction will begin soon.

The art Department is busy putting together the finishing touches on "Red and Other Colors" an art show by (GCCC Faculty) Ron Carlson and Linda Adams, two prominent Garden City resident creatives. The show opens on Friday the 7<sup>th</sup> of June and runs through the 16<sup>th</sup> of July. Red is Ron's favorite color, a fact that he will gladly share with you over Jazz music and interesting conversation.

In addition: Copy Right! A pop-up show in the Portico gallery in the BTSC is open now through the 21<sup>st</sup> of June. This is the second nontraditional child art show featured at GCCC this year. Copy Right! Features images by 12-year-old Patricia Cruz who said, "I have been painting for over a year now and love it.

My favorite paint is Acrylic. I make abstract art about the way I feel at the time that I make the work. This is my first art show and I am happy that GCCC let me hang my work here. My show is called "Copy Right!" I hope you all enjoy."

## Technical Education:

- John Deere
  - The instructors are actively involved with moving the program to the Annex Bldg. This is a huge undertaking and the process is slowly progressing...
  - All returning students are currently on their summer internship at their sponsoring dealerships. The JDAT instructors will visit each location at some point this summer.
  - Recruitment efforts are continuing. There are still several spots available for Fall 2019.
- Agriculture/Animal Science/Rodeo
  - Several students in the Ag program are participating in internships this summer.
  - The Animal Science program stays active throughout the summer with the collection of carcass data at Tyson Foods, Inc plant in Holcomb.
- Cosmetology
  - The 2018-2019 Cosmetology Class had 100% completion. Students will be taking their state boards in the upcoming weeks. 100% of students have also scheduled these exams and should receive their licenses after testing.



- Automotive
  - The program is planning to have the largest number of students in many years.
  - Auto plans to expand to the south shop in JCVT once JDAT vacates the building.
- Fire Science
  - Plans are continuing with the partnership between GCCC and Dodge City Comm Coll, Seward Co Comm Coll, and Colby Comm Coll. The summer will allow faculty to finalize the arrangements.
- EMT/Paramedic
  - A BIG kudos to Brad Sisk and Roman Simon for their work on a very successful accreditation site visit in May. The program was congratulated by the site visitors for its work and reputation in the region. There were ZERO violations/problems/issues in the program's reports and documentation. The site team will recommend full accreditation for another complete cycle in the on-going accreditation cycle.
- Nursing
  - The Nursing department received a grant award from the Kansas Board of Regents to support the hiring of a position that will assist Patsy Zeller in advising, counseling, and coordinating a variety of activities in the department. Congratulations on a successful grant application!
  - Lorilynn Landgraf recently achieved her certification for Certified Nurse Educator. This certification exemplifies strong educator skills in the nursing field to include curriculum development, classroom management, assessment skills with course work and students achievements. Lorilynn was eligible to set for this certification with her qualifications of RN Licensure, Masters of Science in Nursing and years of teaching experience. This certification is highly recognized by Kansas State Board of Nursing as well as Accreditation Commission for Education in Nursing. (ACEN)



- Allied Health
  - This summer will bring much needed planning and preparation for the upcoming fall semester. So many aspects of this field are growing and expanding.

#### Workforce Development:

- Tyson partnership
  - The first class will begin in June. Several changes at the Holcomb plant have caused delays in teaching this first class, but the summer months see us moving forward.
- Faculty hiring
  - The College has interviewed for a full-time instructor within Industrial Maintenance that will teach classes in a wide variety of disciplines, including electrical, hydraulics, pneumatics, and mechanics.
- Seaboard Foods
  - The management team from Seaboard Foods visited campus on Tuesday, June 4 to discuss partnerships in the area of industrial maintenance training. These conversations will continue in the future.
- Personal Enrichment
  - The College is working with Great Plains Makerspace on several classes/trainings that will be hosted jointly in the upcoming months.
  - The partnership with FCEDC is ramping up this summer. More details coming...

#### **Colin Lamb, Vice President for Student Services/Assistant Athletic Director:**

Per DOE regulations, Gainful Employment (GE) disclosures were updated/posted on GCCC website per federal regulations and disclosures will continue to be distributed to students when they are interested in or enroll in each program. The GE disclosures provide transparency and useful information for students to make decisions about enrolling in the following GCCC (GE): Agribusiness Specialist (livestock), Agribusiness Specialist (agronomy), Cosmetology, Food Science (meat production), Licensed Practical Nurse, and Welding Certificate C.

#### FAFSA Awareness Campaign

In an effort to raise awareness about federal aid opportunities, the Financial Aid Office sent out personalized letters and flyers at the end of May to nearly 600 students who are enrolled for summer

and fall but who currently do not have a FAFSA on file at our institution. While not all students apply for federal aid (roughly half of the GCCC student population applies on an annual basis), the extra communication was executed in an effort to boost FAFSA awareness and assist with ongoing enrollment/recruitment efforts. Annually, the GCCC Financial Aid office visits area high schools each fall and holds FAFSA workshops throughout the year for current students and the community at large.

#### Student Support Services:

We are happy to report that that 42% of SSS participants for this year are either on the Honorable Mention list, the Vice President's/Dean's Honor Roll, or President's Honor Roll for the spring semester. SSS is considering the use of Grammarly and Virtual Job Shadow to help our students with their needs.

#### **Karla Armstrong, Vice President for Administrative Services/CFO:**

##### Human Resources

##### New Employees:

Greg McVey- Athletic Director

Corey Bryant- Head Women's Soccer Coach Marc

Malone- VP for Instructional Services Nathan Zapata-

Skilled Maintenance

Kari Adams- Coordinator of Accommodations

Ryan Strohm- Second Assistant Men's Basketball Coach (Starting June 10)

#### Positions Filled:

Executive Assistant to the President- Amy McVey- Start date (TBD)  
Music Instructor- Renee Carmichael start date August 12, 2019  
Reading/Education- (Transfer) Courtney Morris August 12, 2019  
Speech Instructor- Stacey Carr start date August 12, 2019  
Speech instructor-Cayla Thomlinson start date August 12, 2019

#### Open Positions:

Currently, there are sixteen position postings, which includes four online adjunct positions

Chemistry Instructor- Interviews in process  
English Adjunct- Candidate selected, but wanting to see if there are other candidates interested  
Industrial Maintenance Instructor- Interviews in process  
Assistant Volleyball Coach  
Head Athletic Trainer- Interviews in process  
Assistant Athletic Trainer- Interviews in process  
Head Women's Basketball Coach- Interviews in process  
Spirit Squad Coach (part-time) English  
Instructor  
PR and Marketing Coordinator  
Head Cross Country/ Track Coach  
1<sup>st</sup> Assistant Men's Basketball

#### Online Positions:

Early Childhood Education Online Adjunct Instructor

English Online Adjunct Instructor Math  
Online Adjunct Instructor Music Online  
Adjunct

#### Projects for the Human Resources Department include:

- Working with the team on interviewing and selecting candidates for positions
- Continuing with procedural review
- Working on the development of employee and faculty handbooks
- Working on obtaining bids for HRIS platforms
- Department Assessment Review Process

#### Print Shop and Creative Services

- Analyzed and completed new billing templates for internal and external billing
- Orchestrated several photo shoots with staff and students for design needs
- Completed 128 total print and design requests including:
  - o Printed Business cards for new employees
  - o Printed Certificates for ALC
  - o Designed and Printed GED backdrop for graduates
  - o Printed Presidential Reception program
  - o Mercer gallery posters
  - o Posters for Women's Bike Rally
  - o Designed KU M.S.W @ GCCC Brochure
  - o Designed multiple items for BAA 2019 Membership drive (brochure, sign-up sheet, parking passes, membership cards, t-shirt, logo refresh)
  - o Designed new Auto Tech shirts

- o Designed Economic Impact Graphics for newspaper and social media (7 total)
- o Designed new Convention and Visitor's Bureau Map Advertisement
- o Designed new movie theatre ad
- o Designed and printed various other posters, flyers, social media posts, newspaper ads, and fillable forms for multiple departments

#### Public Relations

- Submitted Monthly KACCT newsletter articles
- Attended Rotary Meetings
- Met with Athletics to discuss Homecoming Football, Sports Information, and Centennial Hall of Fame Induction
- Hosted a full Centennial Committee Meeting
- Planned with Student Success Department for Student Orientation
- Supported CASA Rodeo Olympics in the Form of a sponsorship
- Completed annual sponsorship in Telegram for "Student Spotlight"
- Began "Your Money Makes Sense at GCCC" Economic Impact Mini Awareness Campaign on social media and in Telegram
- Promoted the following 6 events with radio ads, social posts, and press releases and/or campus wide emails
  - o June 1 Kansas Concealed Carry Course by DPS
  - o GCCC Soccer Camp
  - o Oliver! Musical Auditions by GCCC Drama Department and GC Rec
  - o GED summer session classes
  - o Summer Online and on campus classes
  - o Reception for President Ruda
  - o NISOD Awards
  - o New Buster on Campus Biography and photos
- Attended and took photos of the following events, adding social media albums and distributing photos where necessary:
  - o Welding Awards Ceremony
  - o GCCC End of Year Bash
  - o Dr. Ruda's Presidential Reception

#### Marketing

- GED Graduation
- Submitted new ads for the local movie theater featuring on campus and online options
- Submitted new ads for the CVB Finney County Map
- Met with local radio to present needs for upcoming fiscal year contract
- Worked with HR to post a new "Coordinator of Marketing and PR" position
- Signed on to serve as one of two KSN Summer Road Tour Sponsors
- Attended Digital Marketing Bootcamp for Social Media, Digital, and Web marketing development
- Developed an "Umbrella Hashtag" to be sent out to all campus for updating social media posts: #GCCC #GardenCityCommunityCollege

#### Business Office/Payroll

- Met with Lewis, Hooper, & Dick staff on May 23 for pre-audit work on FY19, visit went well
- Full audit scheduled for July 22 through August 2
- Participated on the budget committee – preparing for the FY20 budget
- Submitted invoices for KANCO, LSAMP & Bridges grants
- Investment bids sent out for maturing CD's
- Set up account with Missouri department of revenue for out of state employee

- Submitted invoices to Endowment for Mary Jo Williams' grants
- Processed payroll for 402 employees
- Paid out faculty contracts for faculty members requesting lump sum
- Collected and sent data for KPERS 2016-2018 audit
- Met with BCBS on renewal information and process

#### Operations:

- Released RFP and Specs for North Hydronic Pipe replacement
  - Received two bids back from Central Consolidated and TATRO.
- Met with GMCN for approved architectural drawings for concrete pad removal in Annex
- Solicited bids from Dick Construction, Lee Construction and JAC Construction on tunnel cap replacement for phase 3, main campus light pole installation and concrete pad removal in the Annex.
- Coordinating summer projects: Phase 2- South Tunnel Cap Replacement & Hydronic Hot Water Pipe replacement has begun. Lee Construction has removed 100ft of tunnel cap and TATRO has completed installation of Hydronic piping. They will insulate after Lee finishes tunnel cap project.
- Coordinating summer roofing projects with DV Douglass. DV Douglass has begun work on JCVT and Fine Arts gravel work.
- Requesting quotes for crack sealers from the City for campus roads.
- Continuous meetings with Ellucian to discuss Colleague Managed Cloud services and help with getting the portal up and running.
- Discussing options with Allegiant to determine phases of IP phone installation for summer 2019.
- Received quotes from CDW and B&H Photo for classroom projector replacement.

#### Maintenance:

- Summer remodels have begun. Remodel of VP of Student Services office is almost completed. We will remodel the Nursing offices in the middle of June.
- Dorm repairs have begun. This process takes the entire summer for maintenance to complete repairs in each and every dorm room and commons area.
- PENKA ceiling tile and grid demo has begun. Cosmo ceiling grid will be replaced as well.
- Leak repair from area rainstorms
- Maintenance continues to work on daily operations work orders. Plumbing, lock repair, electrical, door repair, Garbage disposals, HVAC, etc. Continuing to stay on top of the work orders for now.

#### Information Technology:

- Lance Miller, Network Administrator, attended Extreme Connect 2019 in Nashville where he received Extreme Networks wireless training and also attended the general conference to further the departments network knowledge.
- Computer Technician William Howell completed a 14-classroom desktop replacement in ACAD and is currently working on replacements in JOYC.
- The department began planning and mapping out a design for a complete surveillance camera refresh to be completed by the end of the year.
- Daily operation work orders are continually being completed.

#### Grounds:

- Mow, Weed eat, Edge
- Plant flowers

- Irrigation repairs
- Spray (vessel) chemical on Main Campus and East Campus.
- Graduation Set Up
- Work Orders
- Asist Maintenance with Moving furniture

Transportation:

- MCI Coach Buses #1 & #8 will be receiving annual service during June & July at the MCI service center Dallas.

The 2019 Ford Transit van is still being built and should be delivered this month.

In the table below, you can see that seven of our everyday fleet vehicles have over 200,000 miles. While these vehicles are well maintained and roadworthy, the cost of ownership continues to increase as they accumulate miles. We also have need for a 30-40 passenger bus with good seating to use instead of our big coach buses for our medium sized groups

	Label	Year Make Model	Distance Traveled (mi)	Ending Odometer
#50	2012 FORD FUSION		2,933.	256,170.
#51	2012 FORD FUSION		2,207.	2

#52	2012 FORD FUSION		5,012.	230,020.
#55	2017 CHEVROLET IMPALA		1,111.	4
#60	2011 DODGE GRAND CARAVAN		1,261.	37,997.
#61	2011 DODGE GRAND CARAVAN		1,014.	8
#62	2016 DODGE GRAND CARAVAN		3,795.	198,787.
#63	2016 DODGE GRAND CARAVAN		1,858.	0
#74	2005 CHEVROLET EXPRESS		0.1	117,356.
#75	2005 CHEVROLET EXPRESS		0.1	3
#76	2004 GMC SAVANA		0.1	81,079.
#77	2013 FORD E-SERIES WAGON		288.	8
#85	2009 DODGE GRAND CARAVAN		273.	78,968.
#87	2009 DODGE GRAND CARAVAN		274.	5
#88	2009 DODGE GRAND CARAVAN		537.	168,576.
#89	2010 DODGE CARAVAN		424.	2
BUS#1	2012 MCI J 4500		223.	186,807.
BUS#2	1998 INTERNATIONAL MINI BUS		0	1
BUS#4	1998 MCI 102E SERIES		490.	186,526.
BUS#5	2013 FORD F550 BUS CONV.		464.	2
BUS#8	2011 MCI J4500		2000	113,701.
				0
				378,632.