

October 8, 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, October 8, 2019**. The meeting will be held in the **Bill Kinney Room of the Beth Tedrow Student Center**, Garden City Community College Campus.

5:00 PM Dinner in the **Bronbuster Room** next to the Endowment Room, Beth Tedrow Student Center.

## AGENDA

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- I. CALL TO ORDER:**
  - A. Comments from the Chair
  - B. Introduction of new employees
  
- II. CONSENT AGENDA ..... Action**
  - A. Approval of minutes of previous meetings (September 10, 2019).....pg. 3
  - B. Approval of personnel actions-Human Resource.....pg. 9
    - B-1 Human Resources Report .....pg. 10
    - B-2 Adjunct/Outreach Contracts.....pg. 11
  - C. Financial Information.....pg. 17
    - C-1 Monthly Summary Published Funds Operating Revenues and Expenses.pg. 18
    - C-2 Checks Processed in excess of \$50,000.....pg. 19
    - C-3 Revenues.....pg. 20
    - C-4 Expenses.....pg. 22
    - C-5 Cash in Bank.....pg. 29
  - D. Program Approval.....pg. 30
  
- III. CONFIRMATION OF MONITORING REPORTS:**
  - A. Monitoring Reports and ENDS ..... **Consensus Approval**
    - A-1 – Annual, Ends – Work Preparedness .....pg. 31
  - B. Review Monitoring Report
    - B-1 Bi-Annual, Executive Limitations, Essential Skills
    - B-2 Annual, Ends, Workforce Development
  - C. Board Process and Policy Governance Review

**IV. OTHER**

A. Report from FCEDC-Lona DuVall

B. Open comments from the public

1. Public Comment: 30 minutes total, 5 minutes per individual. Comments should be relevant to matters over which the Board has authority. Speakers should respect the rights of all persons, and they should not engage in personal attacks or disruptive behavior. This time is not intended to be a question and answer time. The Board cannot take any binding action on matters not on the agenda. The Board has a right to conduct an orderly and efficient public meeting.
2. Comments directed to the Board should pertain to Ends; Mission, Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, and Workforce Development.

C. Incidental Information.....pg. 36

D. Report from Faculty Senate

E. President’s Report

F. Report from KACCT

G. Report on HLC

**V. OWNERSHIP LINKAGE**

**Upcoming Calendar Dates:**

October 9	Buster Women’s Soccer vs. Cloud, 3:30 p.m.
October 9	Buster Men’s Soccer vs. Cloud, 6:00 p.m.
October 10	GCCC Choir Fall Concert, 7:30 p.m.
October 12	Buster Women’s Soccer vs. Hesston, 4:30 p.m.
October 12	Buster Men’s Soccer vs. Hesston, 7:00 p.m.
October 16-19	ACCT Conference in San Francisco
October 17	GCCC Board of Trustees Candidate Forum-Chamber, 7:30 p.m.
October 19	Buster Volleyball vs. Hutchinson, 2:00 p.m.
October 26	Shoot for Scholarships, 9:00 a.m.
October 26	Buster Football vs. Coffeyville, 1:00 p.m.
October 30	Buster Volleyball vs. Colby, 6:30 p.m.

**I. EXECUTIVE SESSION**

**VII. ADJOURNMENT**

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Dr. Ryan J. Ruda  
President

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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  
September 10, 2019**

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

Others Present: Dr. Ryan Ruda, President  
Amy McVey, Deputy Clerk  
Karla Armstrong, Vice President for Administrative Services/CFO  
Marc Malone, Vice President for Instructional Services  
Colin Lamb, Vice President for Student Services  
Dr. Jacquelyn Messinger, Vice President for Institutional Effectiveness & Accountability  
Ashley Salazar, Director of Public Relations  
Nicole Dick, Math Instructor  
Greg McVey, Director of Athletics  
David Rupp, Community Member  
Toni Douglass, Community Member  
Mark Douglass, Community Member  
Chief Rodney Dozier, GCCC Chief of Police  
Aaron Kucharik, Community Member  
Colin Lamb, Vice President for Student Services/Assistant AD  
Jean Lamfers, Attorney  
Derek Ramos, Dean of Physical Planning  
Amber Friend  
Lon Pishny  
Andrew Knoll, GCCC IT  
Joseph Lowry, Student Activities Coord./Coordinator of Jazz

**CALL TO ORDER:**

Chair Wasinger called the regular board meeting to order at 6:01 p.m.

**COMMENTS FROM THE CHAIR:**

Chair Wasinger made the following comments:

Dr. Wasinger reviewed the draft regarding the Public Comments portion of the Board meeting.

1. Public Comment: 30 minutes total, 5 minutes per individual. Comments should be relevant to matters over which the Board has authority. Speakers should respect the rights of all persons, and they should not engage in personal attacks or disruptive behavior. This time is not intended to be a question and answer time. The Board cannot take any binding action on matters not on the agenda. The Board has a right to conduct an orderly and efficient public meeting.

2. Comments directed to the Board should pertain to Ends: Mission, Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, and Workforce Development.

**PUBLIC COMMENTS:**

Discussion ensued about the dialogue between the public, Board and Administration. Worf agreed that discussions with the public and the Board are important and valuable, just not during Public Comments. The Board also discussed that comments should be directed to the Board and not administration. The public should follow GCCC guidelines when they wish to speak with administration.

**Motion:**

*Crist moved, seconded by Martinez to approve the return of Public Comments to the monthly agenda.*

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

*Nays: Hitz*

*Motion carried: 5-1*

**AMEND AGENDA TO ADD PUBLIC COMMENTS:**

**Motion:**

*Martinez moved, seconded by Douglass to amend the agenda to add Public Comments to tonight's agenda.*

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

*Nays: None*

*Motion carried: 6-0*

Aaron Kucharik spoke and voiced his concern that the review and possible reinstatement of Public Comments was not on the agenda.

**INTRODUCTION OF NEW EMPLOYEES:**

Marc Malone, Vice President for Instructional Services introduced Jamie Durler, Director of Instructional Design/Canvas Administrator and Amy Kocher, Developmental Math Instructor.

Derek Ramos, Dean of Physical Planning introduced Mathias Stockemer, Web and Systems Administrator.

President Ruda welcomed GCCC employees and presented each with a GCCC Broncbuster lapel pin.

**EXECUTIVE SESSION:**

**Motion:**

*Douglass moved, seconded by Martinez to go into executive session for fifteen (15) minutes, for the purpose of confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorship, allowing five (5) minutes to clear the room. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in fifteen minutes (15) (6:37 p.m.). Included in the executive session will be Trustees; Karla Armstrong, Vice President for Administrative Services/CFO, and Ryan Ruda, President.*

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

*Nays: None*

*Motion carried: 6-0*

Board recessed into executive session at 6:22 p.m.

**Included in Executive Session:**

GCCC Board of Trustees

Karla Armstrong, Vice President for Administrative Services/CFO

Ryan Ruda, President

Board reconvened into open session at 6:37 p.m.

No action was taken.

**CONSENT AGENDA:**

Chair Wasinger asked if Trustees wished to remove any items from the consent agenda. Item III A, August 13 Minutes and III C-4, Expenses were removed for separate discussion.

Chair Wasinger then asked for a motion approving consent agenda items III B-1, and B-2, III C-1, C-2, C-3 and C-5. Holding III A, August 13 Minutes and III C-4, Expenses for separate discussion.

**Motion:**

*Douglass moved, seconded by Martinez to approve consent agenda III B-1, and B-2, III C-1, C-2, C-3 and C-5. Holding III A, August 13 Minutes and III C-4, Expenses for separate discussion.*

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

*Nays: None*

*Motion carried: 6-0*

Approved actions follow:

**(B) Approval of personnel actions-Human Resources**, as presented

B-1 Human Resources Report

B-2 Adjunct/Outreach Contracts

(Supporting documents filed with official minutes.)

**(C) Financial Information**, as presented

C-1 Monthly Summary Published Funds Operating Revenues and Expenses

C-2 Checks Processed in excess of \$50,000

C-3 Revenues

C-5 Cash in Bank

(Supporting documents filed with official minutes.)

**III A - AUGUST 13, 2019 MINUTES**

Trustee Wasinger discussed the possible rewording of Action Taken as Result of Executive Session for both executive sessions at the August 13, 2019 meeting to keep in line with proper Policy Governance wording.

**Motion:**

*Worf moved, seconded by Martinez to approve the change in wording for consent agenda item III A - Approval of Minutes from Previous Meetings.*

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

*Nays: None*

*Motion carried: 6-0*

(Supporting documents filed with official minutes.)

### **III- C-4 EXPENSES**

Trustee Hitz voiced questions regarding the presentation of the expenses for Fiscal Year 2020. Ms. Armstrong explained that Fiscal 2019 had not been finalized and they are waiting for the rollover of the budget. Current expenses include Fiscal 2019 until it is closed out. Trustee Hitz also stated his belief that the public is not getting enough information. Ms. Armstrong stated that anyone should feel free to reach out to her with questions at any time, and that more information is provided in the budget packets for budget comparison than in the past.

**Motion:**

*Worf moved, seconded by Martinez to approve consent agenda item III C-4 Expenses.*

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

*Nays: None*

*Motion carried: 6-0*

(Supporting documents filed with official minutes.)

### **MONITORING REPORTS and ENDS REPORTS:**

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

- Annual, End - Workforce Development
- Bi-Annual, Ends - Essential Skills

Trustees indicated that they accept Annual, End – Workforce Development report as presented.

Blake mentioned that the Board might want to consider changing Essential Skills to an Annual. There is limited information in September until data is reported in February. Worf and Douglass agreed.

### **REVIEW MONITORING REPORTS:**

- Annual, Executive Limitations – Asset Protection

Dr. Douglass started a discussion about adding a yearly evaluation of the Broncbuster Athletic Association and Garden City Community College Endowment Association under General Executive Constraints. The Annual Review would monitor the conduct and outcomes of both groups. The question was asked if GCCC Board Trustees should have a seat at the table with both BAA and EA for proper monitoring or just visit with their Boards one per year. Mr. Hitz volunteered that he and President Ruda have a good working relationship with BAA and President Ruda also stated that he meets regularly with the EA. Lon Pishny, Policy Governance Consultant suggested the Board wait to vote on this until they could discuss further. Tabled until next Board meeting.

**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.

President Ruda presented a PowerPoint on the History of Garden City Community College ahead of the 100<sup>th</sup> Centennial Celebration.

**REPORT FROM FACULTY SENATE:**

Nicole Dick, Math Instructor /Faculty Senate, shared that Senate has met a few times and are discussing face to face classes and Senate goals for this year. Ms. Dick also reported that they are reviewing policies, meeting with administration and discussing ideas on how to improve professional development.

**REPORT FROM KACCT:**

The next KACCT meeting will be September 13-14, 2019.

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

No report was given.

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

The 3<sup>rd</sup> street retirement facility has been approved and the Board will have its first meeting September 10. Discussions have started for training and the creation of a handbook for the childcare center. FCEDC is also working with developers on housing with people moving into our community.

**REPORT FROM SGA:**

Joe Lowry, Student Activities Coord./Coordinator of Jazz, shared that they would be hosting a 911 Memorial Ceremony Wednesday morning, 10:00 a.m. at the flag pole in the Quad. He invited all Board members to attend. Mr. Lowry also stated that SGA is looking forward to more activities on campus such as Constitution Day, Homecoming, and Halloween.

**OWNERSHIP LINKAGE:**

Douglass questioned Dr. Ruda as to the status of the smoking debate on campus. Dr. Ruda is still in the process of talking with various group and collecting information on this topic.

Trustee Hitz stated that he is very appreciative of the senior passes we hand out for Fine Arts and Sporting events. He would like for the college to look at possibly changing the passes from yearly to lifetime passes. We will revisit this next year.

Martinez wanted to thank Coach Omega Tandy, Women's Basketball. She recently reached out to GC SWAT team and requested a teambuilding exercise. This was a great relationship building experience with both the SWAT and basketball team.

**EXECUTIVE SESSION:**

No executive session was held.

**CALENDAR DATES:**

Chair Wasinger reviewed calendar dates with Trustees.

He also wanted to personally thank Garden City Community College employees for their recent donations to the United Way.

Next Board meeting will be October 8, 2019

Meeting adjourned at 7:42 p.m. by Chair Wasinger.

**UPCOMING CALENDAR EVENTS:**

- |                 |   |
|-----------------|---|
| September 6-27  | “EGG Gravy/Ben is Fat," Gallery hours: MTW 9am-6pm, TH9am-10pm, F 9am-3pm |
| September 13-14 | KACCT Quarterly Meeting Neosho County Community College                   |
| September 14    | Bowhunter Education Course, 8:30 a.m. – 4:30 p.m.                         |
| September 14    | Broncbuster Football vs. Independence, 1:00 p.m.                          |
| September 17    | City Proclamation for “Garden City Community College Day”, 1:00 p.m.      |
| September 17    | Constitution Day, SGA, Noon in the Quad                                   |
| September 27    | Centennial Gala, Beth Tedrow Student Center, 6:00 p.m.                    |
| September 28    | Centennial Celebration, GCCC Campus, 10:00 a.m. – 5:00 p.m.               |

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Amy R McVey  
Deputy Clerk

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Dr. Ryan Ruda  
President

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Dr. Blake Wasinger  
Chairman of the Board



**Agenda No: II-B**

**Date: October 8, 2019**

**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:**



October 1, 2019

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

**New Hires:**

Andrew Cruz, Technical Admissions Representative, effective, September 5, 2019  
Erin Jankiewicz, Assistant Softball Coach, effective, September 9, 2019  
Carlos Leyva, Skilled Maintenance, effective, September 16, 2019  
Vanessa Rodriguez, Financial Aid Advisor, effective, September 16, 2019

**Transfers:**

Shirley Montez, temporary Custodian to full-time Custodian, effective, September 16, 2019

**Separations:**

James Peyton, Assistant Football Coach, effective, September 11, 2019  
Hayden Goudy, Campus Safety Officer, effective, September 20, 2019  
Lecia Sims, Director of Distance Learning/Canvas Administrator, effective, September 30, 2019  
Jacquelyn Messinger, Vice President of Institutional Effectiveness and Accountability, effective, September 30, 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 10/08/2019)

INSTRUCTOR	CLASS	AMOUNT
Breen, Michael	American Government POLS-105-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 9/3/2019 - 12/12/2019	\$1,500.00
Burgardt, Thomas	Kansas Conceal and Carry-Legal Instructor CRMJ-300-01 NON-CREDIT - 3 hours 3 contact hour(s) @ \$30.00 = \$90.00 9/7/2019	\$90.00
Davis, Troy	EVOC CRIM-142-31 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 9/7/2019 - 9/15/2019	\$500.00
Gigot, Jeremy	Business Law I BSAD-104-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019 11-00-0000-11010-5260	\$1,800.00
Glenn, Skyler	Animal Science & Industry Lab ANSI-103-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$520.00 = \$520.00 8/19/2019 - 12/12/2019	\$520.00
Glenn, Skyler	Animal Science & Industry Lab ANSI-103-02 - 1.00 credit hour(s) 1.00 credit hour(s) X \$520.00 = \$520.00 8/19/2019 - 12/12/2019	\$520.00
Glenn, Skyler	Principles of Animal Science ANSI-102-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019 12-00-0000-12211-5260	\$1,560.00
Hands, Casey	Applied Music: Instr IV-Percussion MUSC-2041-11 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Hands, Casey	Band I, III, IV-Master Slave MUSC-120-01, 210-01, 211-01 - 2.00 credit hour(s) 2.00 credit hour(s) X \$520.00 = \$1040.00 8/19/2019 - 12/12/2019	\$1,040.00
Hands, Casey	Brass Choir I, III-Master Slave MUSC-157-90, 207-90 - 1.00 credit hour(s) 6/8 of 1.00 credit hour(s) X \$520.00 = \$390.00 8/19/2019 - 12/12/2019 11-00-0000-11033-5260	\$390.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 10/08/2019)

Hands, Casey	Music History and Appreciation MUSC-108-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Hands, Casey	Percussion Ensemble I, II, III, IV-Master Slave MUSC-158-90, 163-90, 208-90, 227-90 - 1.00 credit hour(s) 1.00 credit hour(s) X \$520.00 = \$520.00 8/19/2019 - 12/12/2019	\$520.00
Hands, Casey	Woodwind Choir I, III, IV-Master Slave MUSC-159-90, 209-90, 228-90 - 1.00 credit hour(s) 1.00 credit hour(s) X \$520.00 = \$520.00 8/19/2019 - 12/12/2019	\$520.00
Hornbeck, Debra	Strategic Team Building I CRIM-165-04 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 9/21/2019 - 11/1/2019	\$500.00
Irsik, Sherry	Reading Improvement I *** READ-092-01 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
Irsik, Sherry	Reading Improvement I *** READ-092-03 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
Johnson, Christopher	App Music: Instr III-Trombone MUSC-2031-08 - 1.00 credit hour(s) \$200/student X 2 Students = \$400.00 8/19/2019 - 12/12/2019	\$400.00
Johnson, Christopher	Appl Music: Instr I-Euphonium MUSC-1021-09 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Johnson, Christopher	Appl Music: Instr I-Trombone MUSC-1021-08 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Johnson, Christopher	Appl Music: Instr IV-Trumpet MUSC-2041-06 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Johnson, Christopher	Applied Music: Instr IV-Tuba MUSC-2041-10 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 10/08/2019)

Johnson, Christopher	Theory of Music I MUSC-150-01 - 3.00 credit hour(s) 4/8 of 3.00 credit hour(s) X \$520.00 = \$780.00 8/19/2019 - 12/12/2019	\$780.00
Johnson, Christopher	Theory of Music III MUSC-250-01 - 3.00 credit hour(s) 5/8 of 3.00 credit hour(s) X \$520.00 = \$975.00 8/19/2019 - 12/12/2019	\$975.00
Johnson, Christopher	Theory of Music IV MUSC-251-01 - 3.00 credit hour(s) 4/8 of 3.00 credit hour(s) X \$520.00 = \$780.00 8/19/2019 - 12/12/2019	\$780.00
Johnson, Makenzi	Appl Music: Instr I-Clarinet MUSC-1021-03 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Johnson, Makenzi	Appl Music: Instr I-Saxophone MUSC-1021-04 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Johnson, Makenzi	Applied Music: Instr III MUSC-203-04 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Johnson, Makenzi	Applied Music: Instr III MUSC-203-06 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Johnson, Makenzi	Applied Music: Instr I-Trumpet MUSC-1021-06 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Johnson, Makenzi	Applied Music: Instrumental I MUSC-102-10 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Kasriel, Matthew	Fire Officer I FIRE-220-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 9/03/2019 - 12/12/2019	\$1,500.00
Komm, Adam	Marketing BSAD-123-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 9/03/2019 - 12/12/2019	\$1,620.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 10/08/2019)

Kuentler, Gary	Kansas Conceal and Carry-Range Assistant CRMJ-300-01 NON-CREDIT - 4 hours 4 contact hour(s) @ \$20.00 = \$80.00 9/7/2019	\$80.00
Lemmons, Sarah	Athletic Training Practicum HPER-212-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 12/12/2019	\$500.00
Lowry, Joseph	App Musc-Keybd Instr II Piano MUSC-1051-01 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Lowry, Joseph	App Music-Keybd Instr I: Piano MUSC-1041-01 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Lowry, Joseph	Appl Music-Keybd Instr II MUSC-105-01 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Lowry, Joseph	Applied Music-Keybd Instr I MUSC-104-01 - 1.00 credit hour(s) \$200/student X 1 Student = \$200.00 8/19/2019 - 12/12/2019	\$200.00
Lowry, Joseph	Jazz Ensemble I, II, III-Master Slave MUSC-124-01, 125-01, 218-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$520.00 = \$520.00 8/19/2019 - 12/12/2019	\$520.00
Lowry, Joseph	Rock Ensemble I, III-Master Slave MUSC-139-90, 239-90 - 1.00 credit hour(s) 4/8 of 1.00 credit hour(s) X \$520.00 = \$260.00 8/19/2019 - 12/12/2019	\$260.00
Lucas, Darlene	Human Resource Management BSAD-221-90 - 3.00 credit hour(s) 6/8 of 3.00 credit hour(s) X \$500.00 = \$1125.00 8/19/2019 - 12/12/2019	\$1,125.00
Morgan, Linda	Sex Crimes CRIM-219-50 - 3.00 credit hour(s) 3/6 of 3.00 credit hour(s) X \$600.00 = \$900.00 9/03/2019 - 12/12/2019	\$900.00
Neri, Elise	Beginning Algebra *** MATH-006-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 10/08/2019)

Pardo, Carlos	Kansas Conceal and Carry-Lead Range CRMJ-300-01 NON-CREDIT - 4 hours 4 contact hour(s) @ \$20.00 = \$80.00 9/7/2019	\$80.00
Pauley, Katherine	Strategic Team Building I CRIM-165-02 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 9/21/2019 - 11/1/2019	\$500.00
Pauley, Paul	Strategic Team Building I CRIM-165-01 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 9/21/2019 - 11/1/2019	\$500.00
Pfeifer, Patrick	Career Success PCDE-109-02 - 1.00 credit hour(s) 6/8 of 1.00 credit hour(s) X \$500.00 = \$375.00 8/19/2019 - 12/12/2019	\$375.00
Reisch, Angie	Principles of Biology BIOL-105-90 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 8/19/2019 - 12/12/2019	\$2,500.00
Ronn, Mark	Kansas Conceal and Carry-Lead Instructor CRMJ-300-01 NON-CREDIT - 10 hours 10 contact hour(s) @ \$30.00 = \$300.00 9/7/2019	\$300.00
Schneider, Jane	Strategic Team Building I CRIM-165-05 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 9/21/2019 - 11/1/2019	\$500.00
Smith, Roberta	Reading Improvement I *** READ-092-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
Spero, Susan	General Psychology PSYC-101-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 9/3/2019 - 12/12/2019	\$1,800.00
Terpstra, Philip	Beginning Algebra *** MATH-006-02 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Terpstra, Philip	Beginning Algebra *** MATH-006-03 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00

**GARDEN CITY COMMUNITY COLLEGE**  
**ADJUNCT/OUTREACH FACULTY CONTRACTS**  
(Presented to Board of Trustees for Approval 10/08/2019)

Weeks, Ben	Strategic Team Building I CRIM-165-03 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 9/21/2019 - 11/1/2019	\$500.00
Whitehill, Judy	Sociology of Families SOCL-113-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 9/3/2019 - 12/12/2019	\$1,560.00
Wilk, Michelle	Intermediate English *** ENGL-091-90 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
<b>Total:</b>		<u><u>\$42,755.00</u></u>



**Agenda No: II-C**

**Date: October 8, 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**

**9/30/2019 - 25% of Year**

**Published Funds Operating Revenues and Expenses**

	Budget FY20			Difference from prior year	FY19		
	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	\$ 15,538,563	\$ 3,209,641	20.66%	-2.55%	\$ 15,962,157	\$ 3,704,821	23.21%
Fund 12 - PTE	\$ 2,908,180	\$ 727,179	25.00%	-0.75%	\$ 2,685,684	\$ 691,720	25.76%
Fund 16 - Auxillary	\$ 3,824,396	\$ 1,667,830	43.61%	0.00%	\$ 3,602,424	\$ 1,571,105	43.61%
Fund 61 - Capital Outlay	\$ 1,087,799	\$ 26,156	2.40%	-4.72%	\$ 531,401	\$ 37,836	7.12%
<b>TOTAL</b>	<b>\$ 23,358,938</b>	<b>\$ 5,630,806</b>	<b>24.11%</b>	<b>-2.26%</b>	<b>\$ 22,781,666</b>	<b>\$ 6,005,482</b>	<b>26.36%</b>
<b>Expenses</b>							
Fund 11 - General Fund	\$ 15,538,563	\$ 3,812,459	24.54%	0.92%	\$ 15,962,157	\$ 3,768,744	23.61%
Fund 12 - PTE	\$ 2,908,180	\$ 467,729	16.08%	-0.77%	\$ 2,685,684	\$ 452,723	16.86%
Fund 16 - Auxillary	\$ 3,824,396	\$ 640,903	16.76%	-1.53%	\$ 3,602,424	\$ 658,738	18.29%
Fund 61 - Capital Outlay	\$ 1,087,799	\$ 2,600	0.24%	-1.36%	\$ 1,000,000	\$ 15,965	1.60%
<b>TOTAL</b>	<b>\$ 23,358,938</b>	<b>\$ 4,923,691</b>	<b>21.08%</b>	<b>0.02%</b>	<b>\$ 23,250,265</b>	<b>\$ 4,896,170</b>	<b>21.06%</b>

kja  
10.2.19 - REVISED

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

September 2019

### Purchases over \$50,000 requiring Board Approval

- \$148,799.99 wire sent to Clayton Holdings for interest payment on Lease Purchase payment for the Broncbuster Suites #1 (payment due 10/1/19, wire sent 9/24/19). The Board of Trustees approved the purchase on March 30, 2016.
- Check #270866 for \$86,000 to DV Douglas Roofing for final payment on roof replacement for John Collins Vocational Building. Board of Trustees approved on April 9, 2019
- Check #270979 to Lewis Brisbois Bisgaard & Smith LLP for \$102,355.98 for legal services. Board of Trustees authorized on May 14, 2019 and additional authorization on August 13, 2019

### Payments over \$50,000 not requiring Board Approval

- Check #270947 to City of Garden City for \$81,212.22 for utilities
- Check #270950 to Commerce Bank for \$82,298.47 for various purchase card purchases.
- Check #271062 to Great Western Dining for \$119,930.83 for various food service invoices
- Check #271115 to Blue Cross Blue Shield for \$108,672.52 for October 2019 employee health insurance

**REVENUES**  
10/02/19

Garden City Community College  
Annual Budget Report Ending 09/30/19  
Options - All Statuses

Fiscal Year: 2020

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	9,028.00-	820,633.00-	1,672,568.00-	851,935.00-	50.94
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	6,720.00	163,760.00-	231,952.00-	68,192.00-	29.40
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	325.00-	54,711.00-	94,136.00-	39,425.00-	41.88
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	2,399.43-	312,421.56-	542,351.00-	229,929.44-	42.39
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	532.73-	4,653.51-	100,000.00	104,653.51	104.65
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	2,940.00-	60,956.00-	115,615.00-	54,659.00-	47.28
11-00-0000-00000-4014 TUITION BORDER STA	0.00	750.00	109,725.00-	177,056.00-	67,331.00-	38.03
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	1,164.00	112,692.00-	273,804.00-	161,112.00-	58.84
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	3,900.00-	5,450.00-	10,000.00-	4,550.00-	45.50
11-00-0000-00000-4018 RESOURCE CHARGE :	0.00	0.00	2,304.00-	0.00	2,304.00	0.00
11-00-0000-00000-4020 INTERNATIONAL FEE	87.34	92.89-	906.89-	2,274.00-	1,454.45-	63.96
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	2,257.00-	239,120.00-	513,147.00-	274,027.00-	53.40
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	650.00-	9,425.00-	30,000.00-	20,575.00-	68.58
11-00-0000-00000-4512 VENDING MACHINES :	0.00	125.58-	125.58-	5,000.00-	4,874.42-	97.49
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	876,692.00-	1,753,383.00-	876,691.00-	50.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	60,182.73-	60,182.73-	10,173,241.00-	10,113,058.27-	99.41
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	357,580.92-	357,580.92-	703,863.00-	346,282.08-	49.20
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	4,960.57-	4,960.57-	9,302.00-	4,341.43-	46.67
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	26,986.67-	26,986.67-	204,724.00-	177,737.33-	86.82
11-00-0000-00000-4810 PAYMENTS IN LIEU O	0.00	7,448.13-	7,448.13-	134,000.00-	126,551.87-	94.44
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	6,977.09-	6,977.09-	13,160.00-	6,182.91-	46.98
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	272.54-	272.54-	14,727.00-	14,454.46-	98.15
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	0.00	79,695.00-	79,695.00-	100.00
11-00-0000-00000-4816 WATERCRAFT CURRENT	0.00	0.00	0.00	20,096.00-	20,096.00-	100.00
11-00-0000-00000-4816 TIF TAX : GENERAL	0.00	469.87-	469.87-	340,000.00	340,469.87	100.14
11-00-0000-00000-4817 NEIGH REV : GENER	0.00	25,344.79	25,344.79	35,000.00	9,655.21	27.59
11-00-0000-00000-4902 INTEREST INCOME :	0.00	4,693.15-	14,036.34	150,000.00-	164,036.34-	109.36
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	1,599.00-	2,749.50-	40,000.00-	37,250.50-	93.13
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	0.00	75,000.00-	75,000.00-	100.00
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	893.59-	5,289.47-	130,000.00-	124,710.53-	95.93
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	1,016.86-	2,528.72-	10,000.00-	7,506.28-	75.06
00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,165,531.00	1,165,531.00	100.00
Totals for FUND: 11 - GENERAL	122.34	461,352.96-	3,209,640.62-	15,538,563.00-	12,329,044.72-	79.34
00-0000-00000-4005 ACAD COURSE FEE :	0.00	5,931.67	187,326.33-	595,482.00-	408,155.67-	68.54
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	1,881.00-	32,661.00-	72,783.00-	40,122.00-	55.13
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	507,192.00-	1,014,384.00-	507,192.00-	50.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	0.00	60,000.00-	60,000.00-	100.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,165,531.00-	1,165,531.00-	100.00
Totals for FUND: 12 - PTE FUND	0.00	4,050.67	727,179.33-	2,908,180.00-	2,181,000.67-	75.00

61-00-0000-00000-4803	AD VALOREM PROP	0.00	6,984.43-	6,984.43-	498,607.00-	491,622.57-	98.60
61-00-0000-00000-4805	MOTOR VEHICLE PROP	0.00	17,608.44-	17,608.44-	39,360.00-	21,751.56-	55.26
61-00-0000-00000-4806	RECREATIONAL VEHIC	0.00	250.70-	250.70-	447.00-	196.30-	43.91
61-00-0000-00000-4807	DELINQUENT TAX : G	0.00	1,365.79-	1,365.79-	7,689.00-	6,323.21-	82.24
61-00-0000-00000-4808	PAYMENTS IN LIEU O	0.00	376.32-	376.32-	6,425.00-	6,048.68-	94.14
61-00-0000-00000-4809	RENTAL EXCISE TAX	0.00	352.56-	352.56-	0.00	352.56	0.00
61-00-0000-00000-4810	16/20 M TAX : GENE	0.00	13.79-	13.79-	0.00	13.79	0.00
61-00-0000-00000-4811	TAX IN PROCESS : G	0.00	0.00	0.00	5,695.00-	5,695.00-	100.00
61-00-0000-00000-4814	COMMERCIAL VEHICLE	0.00	461.09-	461.09-	0.00	461.09	0.00
61-00-0000-00000-4816	TIF TAX : GENERAL	0.00	23.74-	23.74-	0.00	23.74	0.00
61-00-0000-00000-4817	NEIGH REVT : GENER	0.00	1,280.64	1,280.64	0.00	1,280.64-	0.00
61-00-0000-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	0.00	529,576.00-	529,576.00-	100.00
=====							
Totals for FUND: 61 - CAPITAL OUTLAY		0.00	26,156.22-	26,156.22-	1,087,799.00-	1,061,642.78-	97.60
=====							
Totals for BUDGET.OFFICER: Unassigned		122.34	483,458.51-	3,962,976.17-	19,534,542.00-	15,571,688.17-	79.71
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Garden City Community College

**EXPENSES**

10/02/19

Annual Budget Report Ending 09/30/19

Page: 1

Options - All Statuses

Fiscal Year: 2020

FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 0000 - GENERAL	0.00	0.00	0.00	689,917.00-	689,917.00-	100.00
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	2,139.27	5,366.34	0.00	5,366.34-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	18,302.49	40,749.80	217,378.00	176,628.20	81.25
DEPARTMENT: 11020 - HUMANITIES	0.00	7,193.75	14,521.17	65,514.00	50,992.83	77.84
DEPARTMENT: 11021 - ENGLISH	0.00	36,407.45	77,812.48	412,418.00	334,605.52	81.13
DEPARTMENT: 11022 - SPEECH	0.00	11,208.19	25,986.75	94,549.00	68,562.25	72.52
DEPARTMENT: 11023 - PHILOSOPHY	0.00	484.43	484.43	0.00	484.43-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	3,993.64	3,993.64	30,825.00	26,831.36	87.04
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	465.00	465.00	100.00
DEPARTMENT: 11030 - ART	962.59-	35,714.63	45,595.65	145,991.00	101,357.94	69.43
DEPARTMENT: 11031 - DRAMA	0.00	10,018.28	15,507.19	77,334.00	61,826.81	79.95
DEPARTMENT: 11032 - VOCAL MUSIC	13.03	12,177.39	17,781.56	60,188.00	42,393.41	70.43
DEPARTMENT: 11033 - INST MUSIC	7,681.25	45,999.47	60,786.68	150,624.00	82,156.07	54.54
DEPARTMENT: 11040 - SCIENCE	2,860.91	42,435.37	80,712.46	455,092.00	371,518.63	81.64
DEPARTMENT: 11050 - MATH	0.00	27,703.82	58,819.84	287,365.00	228,545.16	79.53
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	29,774.97	62,138.23	313,904.00	251,765.77	80.20
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	7,574.80	19,416.55	63,198.00	43,781.45	69.28
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	6,257.27	17,965.96	81,682.00	63,716.04	78.00
DEPARTMENT: 11081 - READING	0.00	11,495.13	21,504.29	120,758.00	99,253.71	82.19
DEPARTMENT: 11082 - ESL	0.00	6,138.23	12,275.76	76,169.00	63,893.24	83.88
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	4,519.82	6,665.43	2,000.00	4,665.43-	233.26-
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	537.66	537.66	2,000.00	1,462.34	73.12
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	64,950.00-	0.00	0.00	0.00	64,950.00	0.00
DEPARTMENT: 41000 - LIBRARY	79.56-	19,410.67	44,646.01	179,157.00	134,590.55	75.12
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	351.10	7,592.00	19,754.58	99,824.00	79,718.32	79.86
DEPARTMENT: 41100 - TECHNOLOGY-INSTRUC	11,748.97	19,138.52	119,666.01	579,063.00	447,648.02	77.31
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	17,016.07	45,462.21	883,558.00	838,095.79	94.85
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	16,131.62	36,342.72	133,629.00	97,286.28	72.80
DEPARTMENT: 42002 - OUTREACH	0.00	2,615.76	6,290.31	92,193.00	85,902.69	93.18
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	20,728.09	42,320.15	144,624.00	102,303.85	70.74
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	5,876.41	17,553.34	72,065.00	54,511.66	75.64
DEPARTMENT: 50000 - DEAN OF STUDENT SE	574.77-	29,726.78	86,671.83	341,305.00	255,207.94	74.77
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	0.00	0.00	14,000.00	14,000.00	100.00
DEPARTMENT: 50010 - COUNSELING & GUIDA	215.53-	12,517.08	37,938.09	165,203.00	127,480.44	77.17
DEPARTMENT: 50011 - ASSESSMENT/TESTING	4,116.25-	4,406.68	12,111.79	57,593.00	49,597.46	86.12
DEPARTMENT: 50020 - FINANCIAL AID OFFI	1,500.00-	18,850.30	59,430.08	351,518.00	293,587.92	83.52
DEPARTMENT: 50030 - ADMISSIONS	0.00	12,004.84	34,085.26	160,448.00	126,362.74	78.76
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	150.00-	13,700.01	40,455.96	182,061.00	141,755.04	77.86
DEPARTMENT: 50050 - STUDENT HEALTH SER	1,905.88	6,335.54	16,415.79	70,472.00	52,150.33	74.00
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	582.33-	52,334.52	326,078.89	583,246.19	257,749.63	44.19
DEPARTMENT: 55001 - MEN'S BASKETBALL	2,490.00	23,444.71	45,612.90	166,216.00	118,113.10	71.06

DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	21,748.35	45,066.61	163,051.00	117,984.39	72.36
DEPARTMENT: 55003 - MEN'S TRACK	5,902.00	5,021.27	9,214.73	52,724.95	37,608.22	71.33
DEPARTMENT: 55004 - WOMEN'S TRACK	5,902.00	3,344.38	7,477.80	51,633.00	38,253.20	74.09
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	1,686.00-	17,789.75	33,417.63	134,314.00	102,582.37	76.38
DEPARTMENT: 55006 - FOOTBALL	177.20	88,706.92	188,625.30	516,690.00	327,887.50	63.46
DEPARTMENT: 55007 - BASEBALL	7,064.00	16,350.66	37,317.55	169,062.00	124,680.45	73.75
DEPARTMENT: 55008 - VOLLEYBALL	0.00	15,645.80	39,131.70	123,099.97	83,968.27	68.21
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	27,358.56	41,039.20	79,031.85	37,992.65	48.07
DEPARTMENT: 55010 - MEN'S SOCCER	2,175.04	15,561.58	29,366.32	32,278.20	736.84	2.28
DEPARTMENT: 55012 - CHEERLEADING	315.00	22,932.67	31,489.67	67,823.84	36,019.17	53.11
DEPARTMENT: 55014 - RODEO TEAM	9,876.95	20,421.06	39,162.82	166,084.00	117,044.23	70.47
DEPARTMENT: 55015 - MEN'S GOLF	0.00	5,205.49	5,579.58	40,044.00	34,464.42	86.07
DEPARTMENT: 55019 - ATHLETIC TRAINING	7,177.33	37,730.99	66,256.49	193,945.00	120,511.18	62.14
D DEPARTMENT: 55020 - PEP BAND	0.00	9,330.20	17,937.35	65,672.00	47,734.65	72.69
DEPARTMENT: 61000 - PRESIDENT	230.60	36,948.21	112,428.18	550,423.00	437,764.22	79.53
DEPARTMENT: 61001 - BOARD OF TRUSTEES	123.30-	317.29	1,691.94	30,025.00	28,456.36	94.78
DEPARTMENT: 61005 - ATTORNEY	5,785.98-	105,396.48	33,503.48	150,000.00	122,282.50	81.52
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	12,275.87	62,495.48	265,081.16	1,307,252.00	1,029,894.97	78.78
DEPARTMENT: 62010 - HUMAN RESOURCES	1,035.00	16,215.56	37,322.74	194,281.00	155,923.26	80.26
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	8,244.16	17,736.48	61,098.00	43,361.52	70.97
DEPARTMENT: 62050 - ONE-TIME PURCHASES	138,109.66-	28,525.93	4,021.05-	100,000.00	242,130.71	242.13
DEPARTMENT: 63000 - MARKETING/PR	923.35	25,117.30	43,545.21	229,854.00	185,385.44	80.65
DEPARTMENT: 64000 - INFORMATION TECHNO	45,563.94	58,641.54	126,175.73	686,834.00	515,094.33	75.00
DEPARTMENT: 65000 - CENTRAL SERVICES	4,120.37	13,029.83	37,582.21	141,220.00	99,517.42	70.47
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	25,830.09	57,362.82	189,572.00	132,209.18	69.74
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	17,553.45-	18,920.82	39,985.08	185,932.00	163,500.37	87.94
DEPARTMENT: 71000 - BUILDINGS	45,717.16	54,138.77	132,192.09	517,673.00	339,763.75	65.63
DEPARTMENT: 72000 - CUSTODIAL SERVICES	5,589.10	54,540.68	148,022.38	605,951.00	452,339.52	74.65
DEPARTMENT: 73000 - GROUNDS	2,682.19	25,167.32	68,746.89	305,147.00	233,717.92	76.59
DEPARTMENT: 73001 - ATHLETIC FIELDS	100.00	9,656.83	9,606.83	28,950.00	19,243.17	66.47
DEPARTMENT: 74000 - VEHICLES	54,599.18-	31,922.93	81,920.42	494,490.00	467,168.76	94.47
DEPARTMENT: 75000 - CAMPUS SECURITY	268.51	13,405.44	35,641.97	227,268.00	191,357.52	84.20
DEPARTMENT: 76000 - INSURANCE	0.00	4,619.95	212,575.35	259,856.00	47,280.65	18.19
DEPARTMENT: 77000 - UTILITIES	52,465.88-	80,284.31	168,417.76	831,500.00	715,548.12	86.06
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	14,371.38-	14,371.38-	0.00	14,371.38	0.00
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	61.00	549.00	100.00	449.00-	448.99-
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	15,494.00	16,592.00	30,000.00	13,408.00	44.69
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	4,286.00	5,384.00	11,000.00	5,616.00	51.05
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	3,275.00	3,275.00	151,000.00	147,725.00	97.83
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	0.00	106,000.00	106,000.00	100.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,668.23	4,972.40	43,971.00	38,998.60	88.69
=====						
FUND: 11 - GENERAL	159,307.73-	1,592,885.11	3,812,459.23	15,538,563.00	11,885,411.50	76.49
=====						

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	5,463.81	10,522.97	61,449.00	50,926.03 82.88
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	0.00	241.00	241.00 100.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	4,330.20	13,198.11	46,882.00	33,683.89 71.85
DEPARTMENT: 12200 - ADN PROGRAM	6,262.37-	25,954.07	49,530.62	336,883.00	293,614.75 87.16
DEPARTMENT: 12201 - LPN PROGRAM	7,072.58-	27,725.45	55,084.04	337,302.00	289,290.54 85.77
DEPARTMENT: 12202 - EMT	308.06	17,494.94	34,998.85	194,760.00	159,453.09 81.87
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	15,523.07	35,459.97	201,799.00	166,339.03 82.43
DEPARTMENT: 12210 - AGRICULTURE	0.00	4,208.92	8,646.88	62,288.00	53,641.12 86.12
DEPARTMENT: 12211 - ANIMAL SCIENCE	462.04	20,366.37	26,522.60	115,309.00	88,324.36 76.60
DEPARTMENT: 12220 - JOHN DEERE AG TECH	4,191.70	30,108.84	44,253.26	192,374.00	143,929.04 74.82
DEPARTMENT: 12230 - AUTO MECHANICS	38,100.00	19,339.44	28,245.26	136,730.00	70,384.74 51.48
DEPARTMENT: 12240 - CRIMINAL JUSTICE	1,081.19-	10,266.50	20,268.47	146,598.00	127,410.72 86.91
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	6,401.02	12,570.98	82,365.00	69,794.02 84.74
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,622.54	21,244.10	127,957.00	106,712.90 83.40
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	33.69	0.00	33.69-
DEPARTMENT: 12273 - WELDING	7,202.15-	46,741.53	52,112.05	293,099.00	248,189.10 84.68
DEPARTMENT: 42005 - DEAN OF TECHNICAL	578.62	13,395.93	38,787.04	572,144.00	532,778.34 93.12
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	16,250.00	16,250.00	0.00	16,250.00-
FUND: 12 - PTE FUND	22,022.13	274,192.63	467,728.89	2,908,180.00	2,418,428.98 83.16

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	10,064.20	29,750.00	19,685.80 66.17
DEPARTMENT: 5006 - FOOTBALL	0.00	0.00	0.00	3,637.00	3,637.00 100.00
DEPARTMENT: 5002 - WOMEN'S BASKETBALL	0.00	0.00	0.00	41.72	41.72 100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,037.14	2,765.89	21,168.76	18,402.87 86.93
DEPARTMENT: 5000 - DIRECTOR OF ATHLET	0.00	0.00	0.00	156,381.28	156,381.28 100.00
DEPARTMENT: 5012 - CHEERLEADING	0.00	0.00	808.34	1,488.47	680.13 45.69
DEPARTMENT: 5008 - VOLLEYBALL	0.00	918.08	1,149.08	4,708.01	3,558.93 75.59
DEPARTMENT: 5005 - WOMEN'S SOFTBALL	888.00	0.00	0.00	17,583.20	16,695.20 94.95
DEPARTMENT: 31000 - COMMUNITY SERVICE	77.14	0.00	511.34	14,500.00	13,911.52 95.94
DEPARTMENT: 5007 - BASEBALL	0.00	650.62	1,415.62	9,305.28	7,889.66 84.79
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	0.00	89.57	89.57 100.00



DEPARTMENT: 55015 - MEN'S GOLF	0.00	212.75	0.00	2,000.00	2,000.00	100.00
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	0.00	81.53	81.53	100.00
DEPARTMENT: 55003 - MEN'S TRACK	0.00	240.56	240.56	1,300.00	1,059.44	81.50
=====						
FUND: 14 - ADULT SUPPLEMENTARY ED	965.14	3,059.15	16,955.03	262,034.82	244,114.65	93.16

10/02/19 Annual Budget Report Ending 09/30/19 Page: 4  
Options - All Statuses

FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	3,209.99	8,388.28	17,000.00	8,611.72 50.66
DEPARTMENT: 94000 - STUDENT CENTER	86,525.46-	13,411.97	15,426.01	284,435.00	355,534.45 125.00
DEPARTMENT: 95000 - STUDENT HOUSING	39,945.21-	272,025.39	508,077.49	2,906,702.00	2,438,569.72 83.89
DEPARTMENT: 98000 - COSMETOLOGY	19,881.04-	49,370.50	51,823.30	152,758.75	120,816.49 79.09
DEPARTMENT: 97000 - BOOKSTORE	189,683.27	22,348.33	57,188.41	594,091.00	347,219.32 58.45
=====					
FUND: 16 - AUXILIARY ENTITIES	43,331.56	360,366.18	640,903.49	3,954,986.75	3,270,751.70 82.70

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Options - All Statuses

FUND: 22 - RESTRICTED GRANTS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	9,926.20	0.00	0.00	13,000.00	3,073.80 23.64
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	0.00	16,824.00	16,824.00 100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	19,428.12	19,428.12	0.00	19,428.12-
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	5,783.92	12,612.13	78,794.10	66,181.97 83.99
DEPARTMENT: 42005 - DEAN OF TECHNICAL	194.44	0.00	0.00	5,000.00	4,805.56 96.11
DEPARTMENT: 11040 - SCIENCE	0.00	6,000.00	6,000.00	42,623.00	36,623.00 85.92
DEPARTMENT: 42005 - DEAN OF TECHNICAL	28,934.77	10,762.62	21,032.12	107,765.00	57,798.11 53.63
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	35.27	35.27 100.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	16,216.26-	0.00	0.00	0.00	16,216.26 0.00
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	247.06	62,021.39	61,774.33 99.60
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	13,225.00-	13,225.00- 100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	2,748.17	7,226.78	75,073.73	433,876.93	356,055.03 82.06
DEPARTMENT: 11040 - SCIENCE	0.00	13,934.95	13,934.95	66,608.40	52,673.45 79.08
=====					
FUND: 22 - RESTRICTED GRANTS	25,587.32	63,136.39	148,328.11	813,323.09	639,407.66 78.62

Garden City Community College

10/02/19 Annual Budget Report Ending 09/30/19  
Options - All Statuses

Fiscal Year: 2020

FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	11,433.00	0.00	0.00	16,797.94	5,364.94 31.94
DEPARTMENT: 50000 - DIRECTOR OF ATHLET	0.00	1,563.72	1,563.72	0.00	1,563.72- 0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	7,806.08	7,806.08	0.00	7,806.08- 0.00
=====					
FUND: 23 - OTHER RESTRICTED FUNDS	11,433.00	9,369.80	9,369.80	16,797.94	4,004.86- 23.83-

10/02/19 Annual Budget Report Ending 09/30/19  
Options - All Statuses

Fiscal Year: 2020

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 13301 - ADULT ED - INSTRUC	57.57	14,632.32	26,993.09	174,984.00	147,933.34 84.54
DEPARTMENT: 13305 - ADULT ED - STAFF D	145.11	2,111.73	2,111.73	5,249.00	2,992.16 57.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	5,015.77	9,189.20	25,954.89	171,918.00	140,947.34 81.99
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	50,000.00-	50,000.00- 100.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	3,464.61	8,653.46	50,000.00	41,346.54 82.69
=====					
FUND: 24 - ADULT EDUCATION	5,218.45	29,397.86	63,713.17	352,151.00	283,219.38 80.43

10/02/19 Annual Budget Report Ending 09/30/19  
Options - All Statuses

Fiscal Year: 2020

FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 71000 - BUILDINGS	216,914.00-	90,998.00	2,600.00	1,087,799.00	1,302,113.00 119.70
=====					
FUND: 61 - CAPITAL OUTLAY	216,914.00-	90,998.00	2,600.00	1,087,799.00	1,302,113.00 119.70

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	44,352.91	80,210.01	227,117.56	676,196.36	404,725.89 59.85
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	0.00	3,444.97	16,200.00	12,755.03 78.73
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	2,508.14	2,508.14	0.00	2,508.14- 0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	127.96	874.96	15,575.25	14,700.29 94.38
=====					
FUND: 71 - ACTIVITY/ORGANIZATION FD	44,352.91	82,846.11	233,945.63	707,971.61	429,673.07 60.69

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	35,118.00	35,118.00	44,000.00	8,882.00 20.19
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	37,029.00	37,029.00	44,000.00	6,971.00 15.84
DEPARTMENT: 55003 - MEN'S TRACK	0.00	14,500.00	14,500.00	25,000.00	10,500.00 42.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	9,500.00	9,500.00	25,000.00	15,500.00 62.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	14,386.00	14,386.00	35,000.00	20,614.00 58.90
DEPARTMENT: 55006 - FOOTBALL	0.00	70,864.33	71,417.13	165,000.00	93,582.87 56.72
DEPARTMENT: 55007 - BASEBALL	0.00	14,703.00	14,703.00	40,000.00	25,297.00 63.24
DEPARTMENT: 55008 - VOLLEYBALL	0.00	15,950.00	17,004.92	42,000.00	24,995.08 59.51
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	12,500.00	12,500.00	30,000.00	17,500.00 58.33
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	19,115.00	19,115.00	30,000.00	10,885.00 36.28
DEPARTMENT: 55012 - CHEERLEADING	0.00	13,335.00	13,335.00	15,000.00	1,665.00 11.10
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	0.00	5,000.00	5,000.00 100.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	15,500.00	15,500.00	32,000.00	16,500.00 51.56
DEPARTMENT: 55015 - MEN'S GOLF	0.00	7,250.00	7,250.00	11,000.00	3,750.00 34.09
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	15,189.00	15,189.00	32,000.00	16,811.00 52.53
DEPARTMENT: 11025 - JOURNALISM	0.00	1,750.00	1,750.00	11,000.00	9,250.00 84.09
DEPARTMENT: 11030 - ART	0.00	2,400.00	2,400.00	11,000.00	8,600.00 78.18
DEPARTMENT: 11031 - DRAMA	0.00	900.00	900.00	10,000.00	9,100.00 91.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	6,050.00	6,050.00	15,000.00	8,950.00 59.67
DEPARTMENT: 11033 - INST MUSIC	0.00	31,600.00	31,600.00	75,000.00	43,400.00 57.87
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	0.00	0.00	6,000.00	6,000.00 100.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	13,150.00	13,150.00	20,000.00	6,850.00 34.25
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	18,050.00	18,050.00	20,000.00	1,950.00 9.75
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	10,251.00	10,251.00	31,000.00	20,749.00 66.93

DEPARTMENT: 81007 - ACADEMIC SCHOLARSH		Garden City Community College			
	0.00	5,518.00	5,518.00	0.00	5,518.00-
	0.00	384,608.33	386,216.05	774,000.00	387,783.95
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS					50.10

Garden City Community College  
9/30/2019

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 564,349.34	0.0000%
State Municipal Invest. Pool	\$ 159,348.95	1.6375%
First National Bank	\$ 268.15	2.3800%
Landmark National Bank	\$ 1,770,352.35	2.1200%
	<u>\$ 2,494,318.79</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
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
Western State Bank	CD	\$ 1,000,000.00	2.2600%	6/27/2019	12/27/2019
Landmark Natl Bank	CD	\$ 2,000,000.00	2.5500%	2/9/2019	2/9/2020
Western State Bank	CD	\$ 1,000,000.00	2.3100%	6/27/2019	3/27/2020
First National Bank	CDARS	\$ 1,000,000.00	2.4500%	5/16/2019	5/14/2020
		<u>\$ 6,500,000.00</u>			
 Total		<u><u>\$ 8,994,318.79</u></u>			

## **Agenda No: II-D**

**Topic:**           **Approval of the Paramedic Cert C Program Option**

**Presenter:**     Dr. Ryan Ruda

### **Background Information:**

The College currently offers a Paramedic Program whose sole exit point is a two-year AAS degree. This program is accredited by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). This is the currently the only Paramedic program offered by a two-year college in the western half of the state, and we currently have graduates who work in Finney, Ford, and Seward counties.

This proposed Cert C option creates an additional access point for students. State requirements require Paramedics to have an Associate's Degree in a subject area. Adding a Cert C as an exit point allows students who have Associate's degree in a different subject to take the necessary Paramedic coursework without repeating general education courses. For this particular population of students, the Cert C option decreases total student credit hour requirements while maintaining program integrity.

The Cert C option requires 53 credit hours and is designed to be stackable with the existing AAS degree option. The option is proposed to be available to students starting January 2020.

The College's Curriculum and Instruction Committee approved the Paramedic Cert C option at their August 30, 2019 meeting. Board approval will result in the College submitting a formal application for program approval to the Kansas Board of Regents.

### **Recommended Board Action:**

Approve the Paramedic Cert C program option.

## OCTOBER 2019 MONITORING REPORT

ENDS

SEMI-ANNUAL

Work Preparedness

#1

Page 5

- 1. Students will have the skills and knowledge required for successful entry into the workplace.**
- 2. Students will have the work ethics, discipline and collaborative skills necessary to be successful in the workplace.**
- 3. Students will have the skills and knowledge necessary to maintain, advance or change their employment or occupation.**

### **CEO's Interpretation**

GCCC faculty and staff work to ensure its curriculum is designed to meet the needs of Business and Industry. Each year the National Association of Colleges and Employers (NACE) ranks essential skills and knowledge required for entry in to the workforce based on the results of its annual Job Outlook survey. It's 2019 results indicate that critical thinking/problem solving, teamwork/collaboration, professionalism/work ethic, and oral/written communications are the most sought-after professional skills.

GCCC is working to build these professional skills via two broad pathways:

- A) through specific, hands-on technical training designed for students entering the workforce directly after their time at GCCC. This training connects students with industry-specific skills in fields such as Nursing, Fire Science, and Animal Science
- B) through general education required of students completing Associate's degrees in Arts, Science, and Applied Science. These general education requirements more often target essential skills such as written and verbal communication, interpersonal communication, collaboration, persuasion, and critical thinking.
  - a. For students completing transfer degree requirements, these general skills are foundational, contributing to degree requirements at the Bachelor's level and eventual success in a career.
  - b. For students pursuing a technical degree, these general skills contribute to their industry-specific skills by increasing their ability to work in teams, communicate effectively, think critically, and develop dynamic and innovative solutions.

- 1. Students will have the skills and knowledge required for successful entry into the workforce.**

In order for students to successfully enter the workforce, they must have experience applying their classroom knowledge to real-world applications. Faculty designing GCCC programs focus on connecting theory and application, ensuring students have this real-world application. \

### Technical Education

Examples of hands-on, real-world experiences in technical programs include:

- Clinical rotations at various regional hospitals
- Internships at Emergency Medical Services located in the region
- State-of-the-art nursing simulation lab on campus
- Internships at John Deere dealerships throughout the Midwest
- Fully-functioning meats processing lab on campus
- Real-life cosmetology services area
- On-campus cadaver lab
- On-campus live burn tower

In addition, each technical education program is required to hold an advisory committee meeting each semester. Advisory Committees consist of local and regional industry professionals along with college instructors, high school instructors, college administration, and others. The purpose of the meetings is to provide feedback to the programs on new trends in industry, student successes or concerns, and recommend ways to improve the program to better meet the needs of the community. GCCC continues to focus efforts on these advisory committee meetings to ensure the proper level of feedback is gathered from local and regional stakeholders.

### General Education

The general education curriculum, taken by all students pursuing a two-year degree, is organized around written communication, oral communication, critical thinking, diversity, and social responsibility, major skills groupings that align closely with the professional skills identified by the National Association of Colleges and Employers (NACE).

The college provides evidence that students are developing these essential skills in a separate monitoring report to the Board of Trustees.

## **2. Students will have the work ethic, discipline, and collaborative skills necessary to be successful in the workplace.**

Attendance guidelines for all College courses can be found in the current 2018-2020 College Catalog:

- Consistent attendance at Garden City Community College is strongly recommended.



- The student is responsible for contacting each of his or her instructors regarding an absence.
- GCCC supports the right of instructors to recommend withdrawal prior to the published withdrawal date or to fail any student whose absences are excessive in the opinion of that instructor.

Based on these guidelines, and within the parameters of the College Attendance Policy, many faculty choose to set their own attendance guidelines in their course syllabi.

There are multiple technical programs which have decided to emphasize attendance and professionalism in their programs by implementing additional consequences for absenteeism and lack of professionalism. For example, the Paramedic program is required by the State of Kansas to require students to attend a minimum of 90% of all class sessions. If a student falls below that mark, they are placed on a student contract outlining a plan to ensure attendance in all classes sessions. If they fail to fulfill these obligations, they are removed from the program. Students are also issued uniforms at the onset of the program, and they are required to wear appropriate attire to all clinical rotations, field internships, as well as during class sessions on campus. Students arriving in unapproved attire may be sent home to change their clothing.

Cosmetology has a minimum number of hours that are required by the Kansas Board of Cosmetology for all students. Instructors in the Cosmetology department use a time clock, which allows students to clock in and clock out to track student attendance and tardiness. Attendance is a portion of each student's grade. If a student has not completed a minimum of 1,500 clock hours, they are required to continue in the program in a seminar setting until they have attained the required number of hours. Students are also required to abide by a strict dress code at all times and are sent home if they come to class out of uniform.

Welding has also implemented a time clock system by which students clock in and out each day just as they would in a work setting. Their timecards are used to track attendance and tardiness as well as included as part of their course grade. Students who arrive late to class receive a zero for the day on their attendance and participation.

Finally, in response to local industry needs, GCCC's curriculum also includes a course called Career Success, which focuses on providing students with the skills they need to enter the workforce confidently and competently. The course highlights skills in the areas of attendance, ambition, appearance, and acceptance. There were approximately 15 sections of this course taught in the past year, and the sections enrolled students from both transfer education and technical education programs.

- 3. Students will have the skills and knowledge necessary to maintain, advance, or change their employment or occupation.**

Technical program performance is measured annually based on six core indicators as identified in the Carl Perkins Grant Fund (statistics from Kansas Board of Regents and Kansas Department of Labor). All data presented represent **FY 2018**.

- 1) Technical Skill Attainment:** Student attainment of career and technical skill proficiencies, including student achievement on technical assessments, which are aligned with industry-recognized standards, if available and appropriate. Measures any student identified as a concentrator who attempted a technical skill assessment. f

	Passed Technical Assessment	Attempted Technical Assessment	%
2018	147	157	94%

- 2) Credential, Certificate or Degree:** Student attainment of an industry-recognized credential, a certificate, or a degree. Measures concentrators who earned an award and are NO LONGER enrolled in postsecondary education.

	Awarded a credential certification or degree	Students no longer enrolled in post-secondary education	%
2018	93	111	84%

- 3) Student Retention and Transfer:** Student retention in postsecondary education or transfer to a baccalaureate degree program. Measures concentrators who were enrolled during the reporting year and remained in postsecondary education the following fall. All students who earned an award or credential are REMOVED from the analysis.

	Enrolled at GCCC or transferred to 4-year	Enrolled in program the previous fall	%
2018	14	25	56%

- 4) Student Placement:** Student placement in military service or apprenticeship programs or placement or retention in employment, including placement in high skill, high wage, or high demand occupations or professions. Measures placement of all concentrators who are NO LONGER enrolled in postsecondary education. Only students who have completed, earned an industry recognized credential or have dropped out of postsecondary education are included in the analysis.

	Students placed or retained in employment in 2 <sup>nd</sup> quarter following exit	Students no longer in post-secondary education	%
2018	98	111	88%

5) **Nontraditional Participation:** Student participation in career and technical education programs that lead to employment in nontraditional fields. Measures all participants and concentrators enrolled in gender underrepresented programs.

*This would include the following:*

- ***Females in John Deere, Agriculture, Criminal Justice, Firefighting, Automotive, and Welding***
- ***Males in Nursing and Cosmetology***

	Students from underrepresented gender groups	Total participants in programs	%
2018	335	629	53%

6) **Nontraditional Completion:** Student completion of career and technical education programs that lead to employment in nontraditional fields. Measures all nontraditional concentrators who earned an award in a gender underrepresented program.

	Underrepresented gender completing program	Total students completing program	%
2018	8	115	7%

## **Incidental Information October 2019**

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

#### **Maintenance:**

- Daily work orders
- Plumbing emergencies (clogged drains at dorms, broken showers, etc.)
- Stage for 9/11 ceremony
- Tailgate for three games (tents, tables, chairs, help foodservice, etc.)
- Centennial celebration
- Hung lights for Gala
- Installed new cameras on building exteriors
- Installed new heat exchanger for the boiler at west hall boiler room
- Replaced multiple sections of hot water line in the cafeteria
- Repaired washers and dryers in west hall and east laundry
- Installed appliances at dorms (fridges, dishwashers, washers and dryers, garbage disposals, etc.)
- Repaired and adjusted handicapped accessible doors on campus
- Installed multiple projectors and screens at AOC and SCSC

#### **Information Technology:**

- Working on implementing esports at GCCC.
- Finished 27 out of 32 camera installs at the BroncBuster Houses.
- With the help from the maintenance department we have started a campus wide external security camera replacement.
- We estimate the project will be complete by middle October.
- We have started a new digital signage project that will be placed at the entrance of every building to better inform students of campus activities.
- Work Orders

#### **Grounds:**

- Cut up old baseball light poll and scraped the pieces
- Cut and saved back one piece of the light poll to save for fire program to
- Mowed, edged, and trimmed all of campus
- Pulled weeds all over campus
- Met with the city water department about water usage at Tangeman
- Made irrigation repairs at the Tangeman complex
- Made irrigation repairs on main campus

- Aeriated and over seeded east of the science and math building
- Redesigned land scaping in center circle
- Cleaned up the stadium and prepped for football games
- Leveled stadium parking lot
- Removed old worn out banners at football stadium
- Hung up all of the new banners at football stadium
- Removed tree from in front of William stadium sign
- Removed dead tree from the front island
- Trimmed dead hazard limbs from trees in the quads and side walk by dorms lobby
- Trimmed tree in north west quad to help light spread through for more coverage
- Helped bore power lined going to one of the new light polls
- Filled in some of the low spots in center campus
- Purchased mums for center campus
- Purchased brown mulch for center circle
- Had the clutch replaced on rear discharge mower
- Made repairs on the hydraulic system on the 104" mower
- Helped fill and drain dunk tank for centennial
- Helped set up and tear down tents for centennial
- Set up bon fire for home coming
- Cleaned up brick areas around the endowment room and book store
- Painting practice field for marching band
- Painted fool lines for baseball and soft ball
- Repainted church parking lot
- Painted no parking zone for dumpster by the welding building

**Custodial:**

Set-ups:

- BAA luncheon
- Monthly board meetings
- Tyson classes
- Upcoming Phone-a-thon
- Gala
- Centennial set -up quad area
- Hispanic Day held in DPAC practice gym 300 students

Coverage:

- Football home games
- Centennial clean-up tear down 1500 people
- Completed helpdesk

**Transportation:**

- The new Ford 350 HD Transit vans are in and are being used often. They are a great asset for transporting our smaller groups and teams.

- We presently only have five bus drivers and many times we have more trips requested than drivers available. The weekend of 10/4-6 there are eight teams on the road and only four available drivers. Three of our drivers are on three-day trips, (Football x2, Men's Soccer) one driver is taking 3 one-day trips (Volleyball, Women's Soccer, Softball), Men's basketball is taking vans to Ft. Worth and Women's Basketball is taking vans to Denver. Rodeo is also on the road with an eleven-passenger van.

September Fleet use

Vehicle	Type	Ending Odometer(mi)	Distance Traveled (mi)
• #50	2012 FORD FUSION	263,785	2,712.20
• #51	2012 FORD FUSION	249,665	2,271.40
• #52	2012 FORD FUSION	239,350	1,619.70
• #55	2017 CHEVROLET IMPALA	447802	2,788.20
• #60	2011 DODGE GRAND CARAVAN	200,566	404.6
• #61	2011 DODGE GRAND CARAVAN	120,602	825.2
• #62	2016 DODGE GRAND CARAVAN	89,965	1,205.40
• #63	2016 DODGE GRAND CARAVAN	82,363	934.9
• #70	2019 FORD TRANSIT PASSENGER	1,663	1,181.40
• #71	2019 FORD TRANSIT PASSENGER	2,186	1,405.50
• #74	2005 CHEVROLET EXPRESS	169,201	2.2
• #75	2005 CHEVROLET EXPRESS	193,463	0.1
• #76	2004 GMC SAVANA	187,091	341
• #77	2013 FORD E-SERIES WAGON	115,749	1,355.90
• #85	2009 DODGE GRAND CARAVAN	268,488	22.2
• #87	2009 DODGE GRAND CARAVAN	284,946	468.5
• #88	2009 DODGE GRAND CARAVAN	203143	76.7
• #89	2010 DODGE CARAVAN	240,671	709.9
• BUS#1	2012 MCI J 4500	352,132	3,877.60
• BUS#4	1998 MCI 102E SERIES	550,087	961
• BUS#5	2013 FORD F550 BUS CONV.	128,644	4.8
• BUS#8	2011 MCI J4500	340,465	3,639.50

**Payroll Department:**

During the month of September:

- Processed 5 new full-time employees
- Processed separation paperwork for 4 full time employees
- Sent out over 530 Children's Health Insurance Program Reauthorization Act notices

- Sent invoices to retirees for BCBS Premium and notice of rate change and processed their Health Declarations
- Recalculated new health benefit deductions rates and inputted in the payroll system
- Inputted 35 changes to health insurance premiums
- Reviewed Fall overloads for faculty.
- Processed garnishments and income withholding orders
- Trained new employees and supervisors on Time Clock Plus
- Changed grant years on SSS employees.

### **Human Resources Board Report**

#### **New Employees:**

Andrew Cruz, Technical Admissions Representative, effective September 5, 2019

Erin Jankiewicz, Assistant Softball Coach, effective, September 9, 2019

Carlos Leyva, Skilled Maintenance, effective September 16, 2019

Vanessa Rodriguez, Financial Aid Advisor, effective September 24, 2019

#### **Transfers:**

Shirley Montez, transferred from part-time to full-time custodian, effective September 16, 2019

#### **Open Positions:**

##### **Currently, there are eight on-campus position postings:**

Nursing Student Success Coordinator

Dean of Institutional Effectiveness and Accountability

Industrial Maintenance Instructor

Campus Police Officer

Campus Safety Officer

GCCCA Receptionist (part-time)

Math Adjunct Instructor

English Adjunct Instructor

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

- Implementation of the training platform Safe Colleges
- HRIS platform set-up and Implementation
- Continuing with procedural review
- Working on the development of employee and faculty handbooks
- Department Assessment Review Process

#### **Business office**

- Completed the renewal of the Department of Defense MOU for our VA students
- Training bookkeeper for Endowment
- September 30, 2019 was the first day of Fall disbursement of financial aid

Posted to student accounts was:  
\$56,265 in FSEOG funds  
\$1,263,271 in Pell funds  
\$299,356 in Loans  
\$564,683 in Scholarships  
\$87,496 in Endowment scholarships  
\$88,253 in Designated Endowment scholarships  
416 refund checks were written to students for a total of \$582,068

### **Print Shop and Creative Services**

- 335 total print/design requests including:
  - Centennial Celebration posters, fliers, cards
  - Admission's Recruiting Magazine
  - Football Magazine/programs
  - Brochures for Admissions
  - Broncbuster Coffee Shop punch cards
  - Hispanic Student Day program, posters, and registration forms

### **Public Relations**

- Participated in the Community Mexican Fiesta Parade
- Dr. Ruda letter to community in Telegram
- Distributed the Centennial Magazine
- Hosted the United2Gether Campaign (increased campus donations from 8 participants to 50)
- Designed, printed, and distributed Centennial Scavenger Hunt cards for USD457 and USD363
- Hosted the Centennial Celebration on campus (about 2,000 community members in attendance)
- Sent Press Releases for:
  - Hispanic Student Day
  - Nursing Named #1 LPN Program in Kansas
  - Revised Theater Schedule
  - Fire Science MOUs
  - September 11 Memorial Service
- Provided photography for:
  - Endowment Board photos for Website
  - CLC Tutor photos for website
  - Faculty Concert
  - Endowment Gala
  - Centennial/Homecoming

### **Marketing**

- Promoted Centennial Celebration on social, radio, and TV
- Met with Cox to plan for upcoming digital campaign
- Met with Rocking M Media to plan for annual contracts live/remote on Spanish "La Mexicana" station
- Brought three radio stations to campus for the Centennial, each of which promoted GCCC with additional content



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

### Kansas Core Outcomes Group

As part of the College's ongoing efforts to ensure students have robust transfer options to four-year universities in Kansas, numerous faculty will be participating in the Kansas Core Outcomes Group conference in Kansas City on October 18<sup>th</sup>. The goal of the Core Outcomes Group is to create a robust list of classes that are guaranteed to transfer between two-year and four-year public institutions. For a complete list of all currently-articulated transfer courses, please visit:

[https://www.kansasregents.org/academic\\_affairs/transfer-articulation](https://www.kansasregents.org/academic_affairs/transfer-articulation)

### Faculty Professional Development—NISOD Regional Workshop

As part of the College's ongoing commitment to robust professional development opportunities, we will be hosting a NISOD Regional Workshop on October 18<sup>th</sup>. The workshop is aimed at faculty professional development and is called "Teaching with Your Mouth Shut: Keeping Students Active, Attentive, and Engaged!" and will be facilitated by Dr. Ericka Landry, Director of Faculty Development at Lone Star College in Houston. Dr. Landry is a NISOD Master Presenter.

### GC3 Student Media

As part of exploring workplace preparedness, GC3 Student Media has launched its student news website, which provides students opportunities to practice workplace skills by covering campus news and also builds a sense of awareness and community campus-wide. Keep up with student news by visiting <https://gc3media.net/>.

### Department of Public Safety

The Department of Public Safety is holding a "Shoot for Scholarships" fundraising event on Saturday, October 26<sup>th</sup> at 9:00. The event will be located at the Sand & Sage Gun Range. Proceeds benefit Department of Public Safety student scholarships.

### Band and Vocal Music

Upcoming Events:

- October 10<sup>th</sup>, 7:30: Fall Vocal Concert
- November 15<sup>th</sup>, 1:30: Student Recital
- December 3<sup>rd</sup>, 7:30: Band Concert
- December 5<sup>th</sup>, 7:30: Band Concert
- December 8<sup>th</sup>, 3:00: Vespers Concert
- December 9<sup>th</sup>, 7:00: Guitar/Rock Concert

**Colin Lamb, Vice President for Student Services:**

**College Health Nurse**

**September Events**

“Home Sweet Home”	homesickness/ introduce student health services	109 attendees
Vision Screening	GC Vision Source/ GCCC Student Health	23 attendees
“Keep It Safe” attendees	FCHD, Family Crisis, GCCC PD, GCCC Student Health	130

Family Crisis Campus Advocate Nikki Herrman started @ GCCC, Monday, September 30<sup>th</sup>

GCCC on Campus Clinic launched September 11<sup>th</sup> , every Wednesday 4:30pm-6:30pm. Dr. Rosin

Employee Blood Borne Pathogen Training launched 9/10/2019

**Upcoming events**

“Free Flu Shots for Students” (first 200 students with ID. Parental consent if under 18) October 16<sup>th</sup> 8am-11am sponsored by LiveWell Finney Co/ St Catherine Hospital/WKCF/GCCC Student Health Services

Kurt Peterson Student Support Services

has 179 out of the 200 students that we need to serve for the grant year that ends August 31, 2020. We will have a FAFSA completion workshop on Wednesday, October 9, so participants can complete either their current year, upcoming year FAFSA, or both. There will also be a Tutor.com webinar for participants to get information about how the online tutoring service works. On November 8, there will be a scholarship workshop as well. We are also planning visits to the University of Nebraska at Kearney and Fort Hays State University on Thursday, October 24, and Friday, October 25, respectively.

**Registrar’s Office**

Diplomas for degree and certificate credentials for our Summer 2019 graduates have been finalized and were mailed on September 26. A total of 66 students received 66 awarded credentials for the Summer 2019 semester. Please see total breakdown shown below.

- **DEGREES: Total = 65**
  - Associate in Arts (AA): 4
  - Associate in Applied Science (AAS): 1
  - Associate in General Studies (AGS): 17
  - Associate in Science (AS): 43

- **CERTIFICATES: Total = 1**

- Criminal Justice: 1

On September 25, one of the Public Service Administrators, Joel Gillaspie, from the Kansas Commission on Veterans Affairs office in Topeka, met with our VA Rep, (Donna Boese, Assistant Registrar). Mr. Gillaspie is new in the Topeka office and has been traveling the state to meet many School Certifying Officials (SCOs). He also completed a short review of three (3) VA files. His feedback was very positive and he offered a few suggestions. A full audit will be scheduled during the upcoming spring semester.

Our office has received a total of 98 Applications for Graduation for the Fall 2019 semester. We are in the process of completing preliminary degree audits and will notify students and advisors of any discrepancies.

The Registrar is currently working with the National Student Clearinghouse to implement an additional option for our Human Resources Office to be able to request degree verifications on prospective employees. Since we already use their services, this option would be at no cost for the College.

### **Student Support Services**

Has 179 out of the 200 students that we need to serve for the grant year that ends August 31, 2020. We will have a FAFSA completion workshop on Wednesday, October 9, so participants can complete either their current year, upcoming year FAFSA, or both. There will also be a Tutor.com webinar for participants to get information about how the online tutoring service works. On November 8, there will be a scholarship workshop as well. We are also planning visits to the University of Nebraska at Kearney and Fort Hays State University on Thursday, October 24, and Friday, October 25, respectively.

### **CAMP Program**

Has reached its goal of 20 migrant participants for the Fall 2019.

Recruitment is taking place by attending a couple of college fairs with Admissions and migrant education meetings in the region.

New brochure is also available with information on the scholarship program – up to \$3,000 for freshman students.