

September 10, 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, September 10, 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 **Bronbuster Room** next to the Endowment Room, Beth Tedrow Student Center.

AGENDA

- I. CALL TO ORDER:**
 - A. Comments from the Chair
 - B. Introduction of new employees

- II. EXECUTIVE SESSION**

- III. CONSENT AGENDA Action**
 - A. Approval of minutes of previous meetings (July 11, 2019; August 8, 2019 and August 13, 2019)
 - B. Approval of personnel actions-Human Resources
 - B-1 Human Resources Report
 - B-2 Adjunct/Outreach Contracts
 - C. Financial Information
 - C-1 Monthly Summary Published Funds Operating Revenues and Expenses
 - C-2 Checks Processed in excess of \$50,000
 - C-3 Revenues
 - C-4 Expenses
 - C-5 Cash in Bank

- IV. CONFIRMATION OF MONITORING REPORTS:**
 - A. Monitoring Reports and ENDS **Consensus Approval**
 - A-1 – Annual, Ends – Workforce Development
 - A-2 – Bi-Annual, Ends – Essential Skills
 - B. Review Monitoring Report
 - B-1 Annual, Executive Limitations – Asset Protection
 - C. Board Process and Policy Governance Review

V. OTHER

- A. President’s Report
- B. Incidental Information
- C. Report from Faculty Senate
- D. Report from FCEDC
- E. Report from KACCT
- F. Report on HLC

VI. OWNERSHIP LINKAGE

Upcoming Calendar Dates:

August 24	Bronbuster Football vs. Snow 1:00 p.m.
August 30	Bronbuster Women’s Soccer vs. Northeastern Jr. College, 7:00 p.m.
August 30	Last day to drop classes with 100% refund
August 31	Bronbuster Men’s Soccer vs. Otero, 1:00 pm.
September 2	Labor Day-No Classes
September 13-14	KACCT Quarterly Meeting Neosho County Community College
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.

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*

SPECIAL MEETING BOARD OF TRUSTEES

GARDEN CITY COMMUNITY COLLEGE

RETREAT

Thursday, July 11, 2019

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

Trustees Absent: Jeff Crist

Others Present: Dr. Ryan Ruda, President
Amy McVey, Deputy Clerk
Karla Armstrong, Vice President
Colin Lamb, Vice President
Marc Malone, Vice President

The Board of Trustees met in special session at 5:00 p.m. on July 11, 2019, in the Beth Tedrow Student Center Endowment Room.

CALL TO ORDER:

Chair Wasinger called the meeting to order at 5:15 p.m.

REVIEW/DISCUSSION:

Lon Pishny, Board member from 1989-1997 was the guest speaker. Lon discussed the Carver model of Policy Governance and how Policy Governance compares to Traditional governance.

Items discussed were: GCCC Board Governance History, Owners vs. Recipients, Policy Governance Principles and Board Meeting Agendas. The 11 Principles of Policy Governance were discussed in depth with one of the more important being Principle #3, Ends and Means. Ends are what the Board should focus on. This includes but not limited to Executive Limitations, setting the work plan and agenda for the year and meeting with and gathering wisdom from the ownership (taxpayers). Means are the incidentals such as staff, curricula and facilities. Several other policies addressed were Principle #2: The Board speaks with ONE voice or not at all; Principle #10: The Board's job description is its perpetual agenda; and Principle #11: A Board's major work is with Ends determination, linking with ownership and assuring CEO performance.

Also discussed was the differences between agendas composed by the CEO as compared to an agenda composed by the Board.

An additional meeting is necessary and will be decided at a later date.

No action was taken.

ADJOURNMENT:

Motion

Meeting adjourned at 8:10 p.m.

Amy R. McVey
Deputy Clerk

Dr. Ryan Ruda
Secretary

Dr. Blake Wasinger
Chair of the Board

SPECIAL MEETING BOARD OF TRUSTEES

GARDEN CITY COMMUNITY COLLEGE

RETREAT

Thursday, August 8, 2019

Trustees Present: Dr. Blake Wasinger, Leonard Hitz, Dr. Marilyn Douglass, Jeff Crist

Trustees Absent: Terri Worf, Steve Martinez

Others Present: Dr. Ryan Ruda, President
Amy McVey, Deputy Clerk
Karla Armstrong, Vice President
Colin Lamb, Vice President
Dr. Jacqueline Messinger
David Rupp
Nicole Dick
Toni Douglass
Aaron Kucharik

The Board of Trustees met in special session at 5:00 p.m. on August 8, 2019, in the Beth Tedrow Student Center Endowment Room.

CALL TO ORDER:

Chair Wasinger called the meeting to order at 5:25 p.m.

REVIEW/DISCUSSION:

Lon Pishny, Board member from 1989-1997 was the guest speaker. Lon discussed the Carver model of Policy Governance.

Mr. Pishny started the evening with a review of the July Policy Governance retreat. The discussion then moved to the On-Target Board Member and the eight Behaviors of Board Members. Other items discussed were: Board Governance Process, Board Committee Principles, Board Members', Code of Conduct, and Board/Staff Relationships. Mr. Pishny and the Board continued with several real-life exercises/rehearsals and finished the evening with critiques and review of various Board Policies.

No action was taken.

ADJOURNMENT:

Motion
Meeting adjourned at 7:50 p.m.

Amy R. McVey
Deputy Clerk

Dr. Ryan Ruda
Secretary

Dr. Blake Wasinger
Chair of the Board

**MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
August 13, 2019**

Trustees Present: Dr. Marilyn 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
Eugene Atkinson, Community Member
Maxine Atkinson, Community Member
Matt Allen, City Manager
Melissa Dougherty, Neighborhood and Development Services
Randy Grissell, Attorney

CALL TO ORDER:

Chair Wasinger called the Open Public Budget Hearing for 2019-2020 to order at 5:45 p.m.

COMMENTS FROM PUBLIC REGARDING BUDGET:

Chair Wasinger noted that only one person had signed up to comment. Jean Lamfers, attorney representing several community members approached the board and expressed her opinion regarding the 2019-2020 budget. Chair Wasinger then asked for comments or questions from the board regarding the 2019-2020 budget, which had been reviewed in depth at the June 27 Board of Trustee meeting and published in the Garden City Telegram July 24, 2019. After appropriate discussion the following motion was made.

Motion:

Crist moved, seconded by Martinez that the Board of Trustees certify that the budget hearing was held, that the budget was duly approved and adopted as the maximum expenditure for the various funds for the year 2019-2020, certify the 2019 tax to be levied at \$10,173,241(20.386 mills) General Fund and \$498,607 for Capital Outlay (0.999 mills).

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

Nays:

Motion carried: 6-0

REGULAR MEETING:

Chair Wasinger moved into the regular board meeting immediately following the budget hearing.

Motion:

Crist moved, seconded by Worf, to amend the current agenda to add an additional Executive Session.

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

Nays: None

Motion carried: 6-0

COMMENTS FROM THE CHAIR:

Chair Wasinger made the following comments:

- Thanks to all of our First Responders and the communities of Holcomb and Garden City for the support of Tyson during their recent fire.
- Dr. Wasinger mentioned that the Board has a rough draft in their packet for their review regarding the Public Comments portion of the Board meeting.
-

INTRODUCTION OF NEW EMPLOYEES:

Marc Malone, Vice President for Instructional Services introduced Amy Kocher, Developmental Math Instructor; Veronica Goosey, English Instructor; Sean Boller, Vocal Music Instructor/Choir Director; Renee Carmichael, Music Instructor; Cayla Thomlinson, Speech Instructor; Wanda Rodriguez, Chemistry Instructor, and Antoine “Joe” Bedard, Physics/Math Instructor.

Greg McVey, Director of Athletics introduced new employee Todd Perdas, Assistant Women’s Basketball Coach.

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 thirty (30) minutes, for the purpose of consultation with the body’s attorney to discuss pending 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 minutes (30) (6:40 p.m.). Included in the executive session will be Trustees; Attorney for Garden City Community College Board of Trustees, Randall Grisell; 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 6:10 p.m.

Included in Executive Session:

GCCC Board of Trustees

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

Karla Armstrong, Vice President for Administrative Services/CFO

Ryan Ruda, President

Board reconvened into open session at 6:40 p.m.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION:

Authorization to Increase Funds for External Investigation

The Board authorized up to \$100,000 of additional funding to cover anticipated costs for the external investigation into the death of Braeden Bradforth.

EXECUTIVE SESSION:

Motion:

Douglass moved, seconded by Worf to go into executive session for twenty (20) 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 twenty minutes (20) (7:25 p.m.). Included in the executive session will be Trustees; Attorney for Garden City Community College Board of Trustees, Randall Grisell; 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 6:45 p.m.

Included in Executive Session:

GCCC Board of Trustees

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

Karla Armstrong, Vice President for Administrative Services/CFO

Ryan Ruda, President

Board reconvened into open session at 7:05 p.m.

No action was taken.

CONSENT AGENDA:

Chair Wasinger asked if Trustees wished to remove any items from the consent agenda.

No items were removed.

Motion:

Crist moved, seconded by Martinez to approve consent agenda items III A-D.

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

Nays: None

Motion carried: 6-0

RHID PRESENTATION:

Matt Allen, City Manager and Melissa Dougherty, Neighborhood and Development Services presented the 2019 Update of Rural Housing Incentive Districts.

MONITORING REPORTS and ENDS REPORTS:

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

- Annual, Executive Limitations - Asset Protection

Trustees indicated that they accept the monitoring report as presented.

REVIEW MONITORING REPORTS:

- Annual, Mission
- Annual, Budgeting/Financial Planning/Forecasting
- Annual, Financial Condition
- Bi-Annual, General Executive Constraints

The Board took time to review and discuss all monitoring reports. A lengthy discussion ensued on whether or not to add back oversight of the BAA and EA. The Board asked to add this to the agenda for the September meeting. Also discussed was the possibility of dropping our reserves from 20% to 18% after the Board voted to use reserves to balance the budget. It was decided to leave all reports as is.

OPEN COMMENTS:

Dr. Wasinger presented a rough draft of new parameters for “Public Comments”.

1. Limit comments to 5 minutes per individual
2. Limit comments to 30 minutes overall
3. No dialogue between the individual and the Board/CEO
4. Any CEO comments need to be directed to the CEO not the BOT
5. No grievances in this forum, individuals must follow the proper procedures for grievances
6. Only direct comments to the Board regarding Ends: Mission, Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, and Workforce Development

Dr. Douglass welcomes comments to the Board, but agrees only regarding Ends. All other Board members are also in favor of open comments, dialogue is helpful in dispelling misinformation. This discussion will continue at next month’s 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.

Summer Wrap-Up

New Website Launched August 1, 2019

The college released the long-awaited new website on August 1st, thanks to the diligent work of many people on campus over the past several months. The new website features a more modern design, user-friendly navigation, and most importantly representation of all academic and technical programs provided by GCCC. The IT and Marketing team have also instituted a new work order process for requesting updates and reporting concerns regarding the website. Additional updates, including individualized pages for campus groups is expected with the hire of a web master.

Summer Kid’s Soccer Camp—July 29-31

The Bronbuster Men’s Soccer team announced a free kids’ camp late in July. We had an overwhelmingly positive response, with over 50 kids joining the Busters for skills work and interaction with the GCCC Soccer team and coach.

Employees Appreciation—WAMS Tropical Sno @ GCCC Quad

Employees enjoyed some shaved ice on the last Friday of summer hours, Friday, August 2nd, as an act of appreciation by the President’s Office, WAMS Tropical Sno was invited to campus to serve the employees and wind down the summer.

GCCC and Finney County CVB Sponsor KSN Summer Road Trip—July 24

The college and the Finney County Convention and Visitor’s Bureau sponsored the KSN Summer Road Trip this past July. KSN spent an entire week broadcasting their morning and evening news casts from towns all around Southwest Kansas. Garden City was the mid-trip stop, and GCCC and the CVB joined them for their broadcast at Steven’s park on the evening of the 24th. GCCC received digital and television spots as well as the opportunity to

set up a booth and distribute some giveaway item to community member who came to watch the live broadcasts. Staff also connected with local and state personalities and supporters during the event.

Enrollment Efforts

Final Fall Enrollment Efforts

In addition to the evening-hour admissions calling nights that all employees have had the opportunity to help with, the admissions department has also encouraged new enrollments with two ongoing summer promotions. The “4 Fantastic Reasons to Attend GCCC” and “Make Your Comeback” efforts have seen positive responses. Prospects have received this information, including the call to return to GCCC for a chance at a one of 5 \$500 scholarships, throughout the summer. Last minute enrollees who meet the Finney County Resident, 6-credit hour, and returner qualifications will be eligible for the opportunity through August 17.

Final Fall Preparations

In-Service and New Faculty Orientation—August 12

The college faculty, administration, and staff joined together for the Fall In-Service on August 12. The HR Department hosted a Dr. Seuss-themed breakfast and lunch, and the morning’s presentations centered on a message to “Value the Past, Embrace the Present, and Influence the Future.” The employees of GCCC valued and learned about the past by taking a look at the history of GCCC, Embraced the present by discussing current projects, planning processes, and training opportunities, and prepared for influencing the future by first reflecting on the Mission, Vision, Values, and Strategic Pillars guiding our institution.

The afternoon was set aside for new faculty orientation, hosted by the HR department, where eight new faculty members heard from various department leaders about what to expect at GCCC, where to find answers to their questions, and to meet the individuals with whom they can speak when they need support and/or resources. All faculty are back on campus as of August 12, and have spent the first two days back preparing for students to arrive for new student orientation later in the week as well as in division and faculty meetings to prepare for the arrival of our students on the first day of classes.

Upcoming Events

Centennial Celebration Schedule Released—Events to Take Place September 27 & 28

The Centennial Committee released a schedule of events for the 100th Anniversary of GCCC. The events will take place on Friday, September 27 and Saturday, September 28. Be on the lookout for TV and radio advertisements for the event as well. An online registration for the parade as well as additional information about the events can be found under the “About” tab on the college’s new website.

Broncbuster Coffee Shop Ribbon Cutting—August 15

A unique and exciting partnership has started between GCCC and USD-457 Special Education. The Broncbuster Coffee Shop is run and operated by the students and staff of the special education program at GCHS. Look for coffee carts on the college campus beginning this week, which will operate on the GCHS schedule and provide coffee to GCCC students and employees. A ribbon cutting hosted by the Chamber of Commerce is scheduled for Thursday, August 15th at 1:45pm in the café next to the Broncbuster Bookstore.

REPORT FROM FACULTY SENATE:

Nicole Dick, Math Instructor /Faculty Senate, shared that Senate did not have a meeting in July and that their first meeting will be held August 14. Ms. Dick also reported that Faculty returned to campus on Monday, August 12 and have been in meetings and working on assessment plans.

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):

Mr. Martinez started with a big Thank You to all the First Responders and the communities of Holcomb and Garden City for all that they have done to help Tyson over this past week. The FCEDC is working closely with Tyson supporting any needs that arise. The 3rd street retirement home is under contract and will soon house Finney County Childcare and Finney County Makerspace.

OWNERSHIP LINKAGE:

No report was given.

EXECUTIVE SESSION:

Motion:

Worf moved, seconded by Martinez to go into executive session for ten (10) minutes, for the purpose of consultation on personnel matters of non-elected personnel which if discussed in open meeting might violate their right to privacy, specifically Contract Responsibilities, allowing five (5) minutes to clear the room. The open meeting will resume in the Endowment Room of the Beth Tedrow Student Center in ten minutes (10) (8:20 p.m.). Included in the executive session will be Trustees.

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

Nays: None

Motion carried: 6-0

Board recessed into executive session at 6:10 p.m.

Included in Executive Session:

GCCC Board of Trustees

Board reconvened into open session at 8:20 p.m.

ACTION TAKEN AS A RESULT OF EXECUTIVE SESSION:

Authorization of Benefit Awards for Dr. Ruda, GCCC President

The Board of Trustees at GCCC is responsible for authorization and approval of any contractual or employee benefits for Dr. Ruda. During the Executive Session, the Board acted to approve a \$735 *annual* premium for a 15-year, \$500,000 life insurance policy for Dr. Ruda. The Board also approved a one-time award of \$7,500 to Dr. Ruda for attainment of his doctoral degree, which is consistent with the award schedule for eligible GCCC employees who advance their level of education for the benefit of the college.

CALENDAR DATES:

Chair Wasinger reviewed calendar dates with Trustees.

Meeting adjourned at 8:21 p.m. by Chair Wasinger.

UPCOMING CALENDAR EVENTS:

August 15-16	New Student Orientation
August 16	Employee Diversity Training, 9:00 a.m.-12:00 p.m. and 1:00 p.m. to 4:00 p.m.
August 17	Broncbuster Men's Soccer Vs. Oklahoma Panhandle State, 7:00 p.m.
August 24	Broncbuster Football Vs. Snow 1:00 p.m.
August 30	Broncbuster Women's Soccer Vs. Northeastern Jr. College, 7:00 p.m.

Amy R McVey
Deputy Clerk

Dr. Ryan Ruda
President

Dr. Blake Wasinger
Chairman of the Board

Agenda No: III-B

Date: September 10, 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:



September 3, 2019

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

New Hires:

Mathias Stockemer, Web and Systems Administrator, effective, August 19, 2019
Auston Waetzig, Groundskeeper, effective, August 19, 2019

Separations:

Scott Westbrook, Head Men's Soccer Coach, effective, August 19, 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 FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 9/10/2019)

INSTRUCTOR	CLASS	AMOUNT
Acevedo, Naysha	General Psychology PSYC-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Albert, Kathleen	Anatomy & Physiology I BIOL-211-50 - 4.00 credit hour(s) 4.00 credit hour(s) X \$600.00 = \$2400.00 8/19/2019 - 12/12/2019	\$2,400.00
Albert, Kathleen	Anatomy & Physiology II BIOL-212-50 - 4.00 credit hour(s) 4.00 credit hour(s) X \$600.00 = \$2400.00 8/19/2019 - 12/12/2019	\$2,400.00
Albert, Kathleen	Interpersonal Communications I SPCH-113-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00
Arandia, Mark	Introduction to Philosophy PHIL-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00
Avalos, Lizette	College Success PCDE-101-40A - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/9/2019	\$500.00
Avalos, Lizette	College Success PCDE-101-41A - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
Bergan, Nicholas	Principles of Econ: Macro ECON-111-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Breen, Michael	Survey of Civilization I HIST-101-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Burrus, Cynthia	Intro Computer Concepts & Appl CSCI-110-50 - 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 FACULTY CONTRACTS**

(Presented to Board of Trustees for Approval 9/10/2019)

Burrus, Cynthia	Intro Computer Concepts & Appl CSCI-110-53 - 3.00 credit hour(s) 3/6 of 3.00 credit hour(s) X \$520.00 = \$780.00 8/19/2019 - 12/12/2019	\$780.00
Cord, Christine	Food Safety ANSI-212-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00
Cord, Christine	Introduction to Food Science ANSI-131-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00
Cord, Christine	Principles of Meat Science ANSI-207-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00
Estes, Brittany	English II ENGL-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Estes, Brittany	English II ENGL-102-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Glenn, Skyler	Principles of Animal Science ANSI-102-55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Gonzalez, Johana	College Success PCDE-101-44A - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
Gundy, Rebecca	College Success PCDE-101-43 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
Gundy, Rebecca	College Success PCDE-101-45 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 9/10/2019)

Harding, Wesley	College Success PCDE-101-40 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
Harding, Wesley	College Success PCDE-101-41 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
Hays, David	College Algebra MATH-108-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Hays, David	Fundamentals of Statistics MATH-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Hays, David	Intermediate Algebra MATH-107-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Heaton, Tyrell	World Geography GEOG-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$620.00 = \$1860.00 8/19/2019 - 12/12/2019	\$1,860.00
Kaster, Kent	American History to 1877 HIST-103-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Komm, Adam	Introduction to Business BSAD-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Marquez, Queenetta	Elementary Spanish I LANG-1322-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$500.00 = \$2500.00 8/19/2019 - 12/12/2019	\$2,500.00
Meier, Shelley	Foundations of Education EDUC-105-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00

**GARDEN CITY COMMUNITY COLLEGE
ADJUNCT FACULTY CONTRACTS**
(Presented to Board of Trustees for Approval 9/10/2019)

Meier, Shelley	Music for Elementary Teachers EDUC-201-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
Neri, Elise	Beginning Algebra *** MATH-006-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Owens, Glenda	College Success PCDE-101-42 - 1.00 credit hour(s) 1.00 credit hour(s) X \$520.00 = \$520.00 8/19/2019 - 10/10/2019	\$520.00
Owens, Glenda	College Success PCDE-101-46A - 1.00 credit hour(s) 1.00 credit hour(s) X \$520.00 = \$520.00 8/19/2019 - 10/10/2019	\$520.00
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 8/19/2019 - 12/12/2019	\$500.00
Pringle, Nisaphan	Accounting I ACCT-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
Reyes, Vicky	College Success PCDE-101-48 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
Reyes, Vicky	College Success PCDE-101-47A - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
Simmons, John	Microbiology BIOL-213-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$600.00 = \$3000.00 8/19/2019 - 12/12/2019	\$3,000.00
Simmons, John	Principles of Biology BIOL-105-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$600.00 = \$3000.00 8/19/2019 - 12/12/2019	\$3,000.00

**GARDEN CITY COMMUNITY COLLEGE
ADJUNCT FACULTY CONTRACTS**
(Presented to Board of Trustees for Approval 9/10/2019)

Spero, Susan	Introduction to Sociology SOC1-102-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00
Stevenor, Jane	English I ENGL-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Stevenor, Jane	English I ENGL-101-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Stevenor, Jane	English I ENGL-101-52 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Stevenor, Jane	Understanding New Testament LITR-231-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Tangumonkem, Eric	Physical Geology PHSC-205-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00
Terrell, Amanda	Art Appreciation ARTS-120-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
Terrell, Amanda	Art History I: Prehis Medieval ARTS-121-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
Vadapally, Praveen	Astronomy, Descriptive PHSC-106-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00
Vadapally, Praveen	General Chemistry CHEM-105-50 - 5.00 credit hour(s) 5.00 credit hour(s) X \$600.00 = \$3000.00 8/19/2019 - 12/12/2019	\$3,000.00

**GARDEN CITY COMMUNITY COLLEGE
ADJUNCT FACULTY CONTRACTS**
(Presented to Board of Trustees for Approval 9/10/2019)

Weaver, Melissa	Public Speaking SPCH-111-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
Weaver, Melissa	Public Speaking SPCH-111-55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 12/12/2019	\$1,500.00
Wenzel, Leslie	College Algebra MATH-108-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Wenzel, Leslie	College Math *** MATH-005-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$540.00 = \$1620.00 8/19/2019 - 12/12/2019	\$1,620.00
Wenzel, Leslie	College Success PCDE-101-50 - 1.00 credit hour(s) 1.00 credit hour(s) X \$540.00 = \$540.00 8/19/2019 - 12/12/2019	\$540.00
West, Virga	College Success PCDE-101-44 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
West, Virga	College Success PCDE-101-47 - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
West, Virga	College Success PCDE-101-42A - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
West, Virga	College Success PCDE-101-45A - 1.00 credit hour(s) 1.00 credit hour(s) X \$500.00 = \$500.00 8/19/2019 - 10/10/2019	\$500.00
Whitehill, Judy	Basic Nutrition HPER-115-50 - 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 FACULTY CONTRACTS**

(Presented to Board of Trustees for Approval 9/10/2019)

Whitehill, Judy	Developmental Psychology EDUC-110-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 8/19/2019 - 12/12/2019	\$1,560.00
Woolever, Sharon	Basic Nutrition HPER-115-55 - 3.00 credit hour(s) 3.00 credit hour(s) X \$500.00 = \$1500.00 8/19/2019 - 10/11/2019	\$1,500.00
Yeater, Michael	Basic Food Chemistry ANSI-208-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00
Yeater, Michael	Food Sanitation ANSI-209-50 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 8/19/2019 - 12/12/2019	\$1,800.00

Total: \$90,880.00

Agenda No: III-C

Date: September 10, 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

8/30/2019 - 16% 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
Revenues							
Fund 11 - General Fund	\$ 15,538,563	\$ 2,812,022	18.10%	0.18%	\$ 15,962,157	\$ 2,860,049	17.92%
Fund 12 - PTE	\$ 2,908,180	\$ 731,230	25.14%	-0.52%	\$ 2,685,684	\$ 689,285	25.67%
Fund 16 - Auxillary	\$ 3,824,396	\$ 1,647,709	43.08%	-4.70%	\$ 3,202,489	\$ 1,530,338	47.79%
Fund 61 - Capital Outlay	\$ 1,087,799	\$ -	0.00%	0.00%	\$ 531,401	\$ -	0.00%
TOTAL	\$ 23,358,938	\$ 5,190,961	22.22%	-0.47%	\$ 22,381,731	\$ 5,079,672	22.70%
Expenses							
Fund 11 - General Fund	\$ 15,538,563	\$ 2,746,748	17.68%	2.97%	\$ 15,962,157	\$ 2,348,344	14.71%
Fund 12 - PTE	\$ 2,908,180	\$ 239,524	8.24%	0.76%	\$ 2,685,684	\$ 200,749	7.47%
Fund 16 - Auxillary	\$ 3,824,396	\$ 483,016	12.63%	4.47%	\$ 3,602,424	\$ 294,096	8.16%
Fund 61 - Capital Outlay	\$ 1,087,799	\$ 128,516	11.81%	10.22%	\$ 1,000,000	\$ 15,965	1.60%
TOTAL	\$ 23,358,938	\$ 3,597,804	15.40%	3.10%	\$ 23,250,265	\$ 2,859,154	12.30%

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CHECKS PROCESSED IN EXCESS OF \$50,000

August 2019

Purchases over \$50,000 requiring bid sheets

- Check #270540 to CDW Government for \$104,527.96 for classroom projectors approved by the Board of Trustees on June 11, 2019 for \$64,950. Also paid on this check \$14,738.76 for VMWare software renewal, \$15,186 for 30 laptops for the mobile lab, and various additional smaller invoices.
- Check #270631 to Central Consolidated Inc for \$51,925.00 for Phase III of the Hydronic Pipe approved by the Board of Trustees on June 11, 2019.
- Check #270633 to Lee Construction Inc for \$108,768.10. Check included final payment of \$75,168.10 for the South Tunnel Cap (Phase II) approved by the Board of Trustees on February 12, 2019 and \$33,600 for the DPAC south tunnel cap (Phase III)
- Check #270650 to Dissinger Reed LLC for \$207,746.00 for athletic insurance approved by the Board of Trustees on July 16, 2019
- Check #270659 to IMA of Kansas Inc for \$93,841 for property insurance approved by the Board of Trustees on July 16, 2019

Payments over \$50,000 not requiring bid sheets

- Check #270602 to Commerce Bank for \$69,156.17 for various purchase card purchases.
- Check #270647 to City of Garden City for \$72,242.79 for utilities
- Check #270739 to Blue Cross Blue Shield for \$103,245.44 for September 2019 employee health insurance

REVENUES

09/06/19

Garden City Community College
 Annual Budget Report Ending 08/31/19
 Options - All Statuses

Page: 1

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	812,520.00-	811,605.00-	1,672,568.00-	860,963.00-	51.48
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	155,360.00-	170,480.00-	231,952.00-	61,472.00-	26.50
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	52,820.00-	54,386.00-	94,136.00-	39,750.00-	42.23
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	306,048.23-	310,022.13-	542,351.00-	232,328.87-	42.84
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	2,472.71-	4,120.78-	100,000.00	104,120.78	104.12
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	57,722.00-	58,016.00-	115,615.00-	57,599.00-	49.82
11-00-0000-00000-4014 TUITION BORDER STA	0.00	108,450.00-	110,475.00-	177,056.00-	66,581.00-	37.60
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	113,856.00-	113,856.00-	273,804.00-	159,948.00-	58.42
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	1,400.00-	1,550.00-	10,000.00-	8,450.00-	84.50
11-00-0000-00000-4018 RESOURCE CHARGE :	0.00	144.00	2,304.00-	0.00	2,304.00	0.00
11-00-0000-00000-4020 INTERNATIONAL FEE	57.11-	25.50-	756.89-	2,274.00-	1,460.00-	64.20
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	230,641.00-	236,863.00-	513,147.00-	276,284.00-	53.84
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	6,600.00-	8,775.00-	30,000.00-	21,225.00-	70.75
11-00-0000-00000-4512 VENDING MACHINES :	0.00	0.00	0.00	5,000.00-	5,000.00-	100.00
11-00-0000-00000-4601 STATE OPERATING GR	0.00	876,692.00-	876,692.00-	1,753,383.00-	876,691.00-	50.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	0.00	10,173,241.00-	10,173,241.00-	100.00
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	0.00	703,863.00-	703,863.00-	100.00
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	0.00	9,302.00-	9,302.00-	100.00
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	0.00	204,724.00-	204,724.00-	100.00
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	134,000.00-	134,000.00-	100.00
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	0.00	13,160.00-	13,160.00-	100.00
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	0.00	14,727.00-	14,727.00-	100.00
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	0.00	79,695.00-	79,695.00-	100.00
11-00-0000-00000-4815 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	0.00	0.00	340,000.00	340,000.00	100.00
11-00-0000-00000-4817 NEIGH REV T : GENER	0.00	0.00	0.00	35,000.00	35,000.00	100.00
11-00-0000-00000-4902 INTEREST INCOME :	0.00	18,270.86-	25,062.15-	150,000.00-	124,937.85-	83.29
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	1,150.50-	40,000.00-	38,849.50-	97.12
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	825.03-	24,395.88-	130,000.00-	105,604.12-	81.23
11-00-0000-00000-4912 TRANSCRIPTS : GENE	35.00	844.11-	1,511.86-	10,000.00-	8,523.14-	85.23
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	22.11-	2,744,403.44-	2,812,022.19-	15,538,563.00-	12,726,518.70-	81.90
=====						
00-0000-00000-4005 ACAD COURSE FEE :	0.00	193,258.00-	193,258.00-	595,482.00-	402,224.00-	67.55
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	26,496.00-	30,780.00-	72,783.00-	42,003.00-	57.71
12-00-0000-00000-4601 STATE OPERATING GR	0.00	507,192.00-	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	726,946.00-	731,230.00-	2,908,180.00-	2,176,950.00-	74.86

61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	0.00	498,607.00-	498,607.00-	100.00
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	0.00	39,360.00-	39,360.00-	100.00
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	0.00	447.00-	447.00-	100.00
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	0.00	7,689.00-	7,689.00-	100.00
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	0.00	6,425.00-	6,425.00-	100.00
61-00-0000-00000-4811 TAX IN PROCESS : G	0.00	0.00	0.00	5,695.00-	5,695.00-	100.00
61-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	529,576.00-	529,576.00-	100.00
=====						
Totals for FUND: 61 - CAPITAL OUTLAY	0.00	0.00	0.00	1,087,799.00-	1,087,799.00-	100.00
=====						
Totals for BUDGET.OFFICER: Unassigned	22.11-	3,471,349.44-	3,543,252.19-	19,534,542.00-	15,991,267.70-	81.86

EXPENSES

09/06/19

Garden City Community College
 Annual Budget Report Ending 08/31/19
 Options - All Statuses

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Fiscal Year: 2020

BUDGET.OFFICER: Unassigned

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	689,917.00-	689,917.00-	100.00
DEPARTMENT: 11005 - INSTRUCTION SALARY	0.00	1,074.07	3,227.07	0.00	3,227.07-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	23,461.01	25,614.01	217,378.00	191,763.99	88.22
DEPARTMENT: 11020 - HUMANITIES	371.34	9,390.71	9,390.71	65,514.00	55,751.95	85.10
DEPARTMENT: 11021 - ENGLISH	0.00	43,827.16	43,827.16	412,418.00	368,590.84	89.37
DEPARTMENT: 11022 - SPEECH	0.00	15,585.94	15,585.94	94,549.00	78,963.06	83.52
DEPARTMENT: 11023 - PHILOSOPHY	0.00	807.38	807.38	0.00	807.38-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	0.00	30,825.00	30,825.00	100.00
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	465.00	465.00	100.00
DEPARTMENT: 11030 - ART	1,295.97	12,996.67	12,996.67	145,991.00	131,698.36	90.21
DEPARTMENT: 11031 - DRAMA	480.00	5,488.91	5,488.91	77,334.00	71,365.09	92.28
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	5,065.92	5,604.17	60,188.00	54,583.83	90.69
DEPARTMENT: 11033 - INST MUSIC	10,069.25	9,961.48	14,787.21	150,624.00	125,767.54	83.50
DEPARTMENT: 11040 - SCIENCE	227.51	43,750.50	42,975.93	455,092.00	411,888.56	90.51
DEPARTMENT: 11050 - MATH	13.99	34,614.65	34,614.65	287,365.00	252,736.36	87.95
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	36,507.80	36,507.80	313,904.00	277,396.20	88.37
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	10,549.95	11,841.75	63,198.00	51,356.25	81.26
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	6,317.91	11,708.69	81,682.00	69,973.31	85.67
DEPARTMENT: 11081 - READING	0.00	10,009.16	10,009.16	120,758.00	110,748.84	91.71
DEPARTMENT: 11082 - ESL	0.00	6,137.53	6,137.53	76,169.00	70,031.47	91.94
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	2,325.02	2,325.02	2,000.00	325.02-	16.24-
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	0.00	0.00	2,000.00	2,000.00	100.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	64,950.00-	64,950.00	64,950.00	0.00	0.00	0.00
DEPARTMENT: 41000 - LIBRARY	6,379.47	13,944.32	25,959.04	179,157.00	146,818.49	81.95
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	8,755.58	12,162.58	99,824.00	87,661.42	87.82
DEPARTMENT: 41100 - TECHNOLOGY-INSTRUC	5,219.55	18,542.75	100,527.49	579,063.00	473,315.96	81.74
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	16,766.50	28,446.14	883,558.00	855,111.86	96.78
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	10,263.33	20,211.10	133,629.00	113,417.90	84.88
DEPARTMENT: 42002 - OUTREACH	0.00	1,853.14	3,674.55	92,193.00	88,518.45	96.01
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	12,296.40	21,592.06	144,624.00	123,031.94	85.07
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	0.00	5,897.87	11,676.93	72,065.00	60,388.07	83.80
DEPARTMENT: 50000 - DEAN OF STUDENT SE	608.84-	27,784.32	57,553.89	341,305.00	284,359.95	83.32
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-	12,772.88	25,636.54	165,203.00	139,781.99	84.61
DEPARTMENT: 50011 - ASSESSMENT/TESTING	4,116.25-	8,768.25	11,821.36	57,593.00	49,887.89	86.62
DEPARTMENT: 50020 - FINANCIAL AID OFFI	1,500.00-	29,794.62	42,079.78	351,518.00	310,938.22	88.46
DEPARTMENT: 50030 - ADMISSIONS	0.00	8,369.59	22,080.42	160,448.00	138,367.58	86.24
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	150.00-	13,433.06	26,905.95	182,061.00	155,305.05	85.30
DEPARTMENT: 50050 - STUDENT HEALTH SER	2,377.40	5,530.05	10,524.57	70,472.00	57,570.03	81.69
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	1,935.50	261,104.94	278,703.17	671,719.00	391,080.33	58.22
DEPARTMENT: 55001 - MEN'S BASKETBALL	2,898.00	13,793.69	22,168.19	157,913.00	132,846.81	84.13
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	13,409.35	23,318.26	153,307.00	129,988.74	84.79
DEPARTMENT: 55003 - MEN'S TRACK	5,902.00	2,377.25	4,193.46	47,979.00	37,883.54	78.96
DEPARTMENT: 55004 - WOMEN'S TRACK	6,319.08	2,317.23	4,133.42	47,229.00	36,776.50	77.87
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	2,082.00-	6,990.18	17,709.88	135,314.00	119,686.12	88.45

DEPARTMENT: 55006 - FOOTBALL	11,251.34	46,586.62	99,918.38	504,810.00	393,640.28	77.98
DEPARTMENT: 55007 - BASEBALL	7,064.00	10,947.56	20,966.89	169,062.00	141,031.11	83.42
DEPARTMENT: 55008 - VOLLEYBALL	3,370.52	13,147.49	23,485.90	112,890.00	86,033.58	76.21
DEPARTMENT: 55009 - WOMEN'S SOCCER	3,881.00	4,584.30	13,680.64	66,695.00	49,133.36	73.67
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	5,962.94	13,804.74	21,554.00	7,749.26	35.95
DEPARTMENT: 55012 - CHEERLEADING	0.00	8,557.00	8,557.00	50,699.00	42,142.00	83.12
DEPARTMENT: 55014 - RODEO TEAM	3,223.95	9,654.60	18,741.76	166,084.00	144,118.29	86.77
DEPARTMENT: 55015 - MEN'S GOLF	0.00	54.00-	374.09	40,044.00	39,669.91	99.07
DEPARTMENT: 55019 - ATHLETIC TRAINING	12,030.39	16,350.69	28,525.50	193,945.00	153,389.11	79.09
D DEPARTMENT: 55020 - PEP BAND	0.00	4,564.63	8,607.15	65,672.00	57,064.85	86.89
DEPARTMENT: 61000 - PRESIDENT	412.99	42,732.30	75,619.37	550,423.00	474,390.64	86.19
DEPARTMENT: 61001 - BOARD OF TRUSTEES	319.10-	806.75	1,693.75	30,025.00	28,650.35	95.42
DEPARTMENT: 61005 - ATTORNEY	96,570.00	3,107.00	6,537.00	150,000.00	46,893.00	31.26
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	16,746.39	119,959.78	205,224.33	1,307,252.00	1,085,281.28	83.02
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	11,283.35	21,107.18	194,281.00	173,173.82	89.14
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	4,010.40	9,492.32	61,098.00	51,605.68	84.46
DEPARTMENT: 62050 - ONE-TIME PURCHASES	123,639.33-	114,585.40	127,575.40	100,000.00	96,063.93	96.06
DEPARTMENT: 63000 - MARKETING/PR	5,087.37	10,645.47	20,489.56	229,854.00	204,277.07	88.87
DEPARTMENT: 64000 - INFORMATION TECHNO	497.36-	34,577.68	85,360.75	686,834.00	601,970.61	87.64
DEPARTMENT: 65000 - CENTRAL SERVICES	2,021.73	13,541.24	24,552.38	141,220.00	114,645.89	81.18
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	17,657.40	31,532.73	189,572.00	158,039.27	83.37
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	10,510.94-	10,795.68	40,235.76	185,932.00	156,207.18	84.01
DEPARTMENT: 71000 - BUILDINGS	56,774.42	36,769.52	85,587.00	517,673.00	375,311.58	72.50
DEPARTMENT: 72000 - CUSTODIAL SERVICES	5,759.15	51,562.23	95,270.60	605,951.00	504,921.25	83.33
DEPARTMENT: 73000 - GROUNDS	2,824.86	28,944.96	47,864.71	305,147.00	254,457.43	83.39
DEPARTMENT: 73001 - ATHLETIC FIELDS	9,570.09	0.00	0.00	28,950.00	19,379.91	66.94
DEPARTMENT: 74000 - VEHICLES	58,763.93-	78,740.24	125,584.94	494,490.00	427,668.99	86.49
DEPARTMENT: 75000 - CAMPUS SECURITY	100.00-	13,261.28	22,336.53	227,268.00	205,031.47	90.22
DEPARTMENT: 76000 - INSURANCE	0.00	157,905.99	207,955.40	259,856.00	51,900.60	19.97
DEPARTMENT: 77000 - UTILITIES	52,465.88-	74,064.44	140,599.33	831,500.00	743,366.55	89.40
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	488.00	488.00	100.00	388.00-	387.99-
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	488.00	1,098.00	30,000.00	28,902.00	96.34
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	1,098.00	11,000.00	9,902.00	90.02
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	0.00	0.00	151,000.00	151,000.00	100.00
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	3,304.17	43,971.00	40,666.83	92.49
DEPARTMENT: 12010 - ACCOUNTING	0.00	6,135.66	6,135.66	61,449.00	55,313.34	90.02
DEPARTMENT: 12011 - MID-MANAGEMENT & B	0.00	0.00	0.00	241.00	241.00	100.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	8,867.91	8,867.91	46,882.00	38,014.09	81.08
DEPARTMENT: 12200 - ADN PROGRAM	6,262.37-	24,488.29	29,838.92	336,883.00	313,306.45	93.00
DEPARTMENT: 12201 - LPN PROGRAM	7,015.02-	29,898.60	34,431.17	337,302.00	309,885.85	91.87
DEPARTMENT: 12202 - EMT	897.11-	22,188.22	24,438.22	194,760.00	171,218.89	87.91
DEPARTMENT: 12203 - ALLIED HEALTH	504.00	15,412.45	19,936.90	201,799.00	181,358.10	89.87
DEPARTMENT: 12210 - AGRICULTURE	0.00	6,160.36	6,160.36	62,288.00	56,127.64	90.11
DEPARTMENT: 12211 - ANIMAL SCIENCE	462.04	9,588.09	8,891.09	115,309.00	105,955.87	91.89
DEPARTMENT: 12220 - JOHN DEERE AG TECH	1,426.99	14,135.56	14,135.56	192,374.00	176,811.45	91.91
DEPARTMENT: 12230 - AUTO MECHANICS	42,470.00	8,905.82	8,905.82	126,730.00	75,354.18	59.46
DEPARTMENT: 12240 - CRIMINAL JUSTICE	1,647.73-	10,611.98	12,259.71	146,598.00	135,986.02	92.76
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	7,318.23	7,318.23	82,365.00	75,046.77	91.11
DEPARTMENT: 12250 - COSMETOLOGY	0.00	10,621.56	10,621.56	127,957.00	117,335.44	91.70
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	33.69	33.69	0.00	33.69-	0.00
DEPARTMENT: 12273 - WELDING	10,080.80	18,066.22	22,158.46	293,099.00	260,859.74	89.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	12,983.42	25,391.11	582,144.00	556,752.89	95.64

DEPARTMENT: 62050 - ONE-TIME PURCHASES	16,250.00	0.00	0.00	0.00	16,250.00-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	3,498.63	10,064.20	29,750.00	19,685.80	66.17
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	3,637.00	3,637.00	100.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	0.00	41.72	41.72	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,728.75	1,728.75	21,168.76	19,440.01	91.83
DEPARTMENT: 55012 - CHEERLEADING	0.00	808.34	808.34	1,488.47	680.13	45.69
DEPARTMENT: 55008 - VOLLEYBALL	0.00	231.00	231.00	4,708.01	4,477.01	95.09
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	0.00	17,583.20	17,583.20	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	511.34	511.34	0.00	511.34-	0.00
DEPARTMENT: 55007 - BASEBALL	0.00	765.00	765.00	9,305.28	8,540.28	91.78
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-	212.75-	2,000.00	2,212.75	110.64
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	0.00	81.53	81.53	100.00
DEPARTMENT: 55003 - MEN'S TRACK	399.00	0.00	0.00	1,300.00	901.00	69.31
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	4,884.71	5,178.29	17,000.00	11,821.71	69.54
DEPARTMENT: 94000 - STUDENT CENTER	85,520.12-	91,294.33	91,976.86	284,435.00	277,978.26	97.73
DEPARTMENT: 95000 - STUDENT HOUSING	38,476.98-	131,794.27	298,472.61	2,776,111.00	2,516,115.37	90.63
DEPARTMENT: 98000 - COSMETOLOGY	27,414.64	17,352.80	26,849.55	152,758.75	98,494.56	64.48
D DEPARTMENT: 97000 - BOOKSTORE	198,417.27	41,439.00	60,538.90	594,091.00	335,134.83	56.41
DEPARTMENT: 50000 - DEAN OF STUDENT SE	8,745.00	0.00	0.00	13,000.00	4,255.00	32.73
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	0.00	16,824.00	16,824.00	100.00
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	6,828.21	6,828.21	78,794.10	71,965.89	91.33
DEPARTMENT: 42005 - DEAN OF TECHNICAL	21,101.55	9,744.50	10,269.50	107,765.00	76,393.95	70.89
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	35.27	35.27	100.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	16,216.26-	16,216.26	16,216.26	0.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	130.79	247.06	62,021.39	61,774.33	99.60
DEPARTMENT: 50000 - DEAN OF STUDENT SE	6,050.62	42,589.71	67,846.95	104,036.93	30,139.36	28.97
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	0.00	24,108.40	24,108.40	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	16,797.94	16,797.94	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRU	0.00	8,642.65	12,360.77	174,984.00	162,623.23	92.94
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	0.00	5,249.00	5,249.00	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRU	0.00	9,058.57	16,765.69	171,918.00	155,152.31	90.25
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	50,000.00-	50,000.00-	100.00
DEPARTMENT: 13301 - ADULT ED - INSTRU	0.00	5,735.12	8,302.56	50,000.00	41,697.44	83.39
DEPARTMENT: 71000 - BUILDINGS	128,516.00-	66,950.00	128,516.00	1,087,799.00	1,087,799.00	100.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	3,997.88-	92,411.55	152,082.50	644,500.00	496,415.38	77.02
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	3,444.97	3,444.97	16,200.00	12,755.03	78.73
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	225.00	747.00	15,575.25	14,828.25	95.20
DEPARTMENT: 55006 - FOOTBALL	0.00	552.80	552.80	0.00	552.80-	0.00
DEPARTMENT: 55008 - VOLLEYBALL	0.00	1,054.92	1,054.92	0.00	1,054.92-	0.00
=====						
BUDGET.OFFICER: Unassigned	4,930.54	2,548,580.77	3,908,419.45	24,901,900.57	20,988,550.58	84.28

Garden City Community College
8/31/2019

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 376,888.47	0.0000%
State Municipal Invest. Pool	\$ 118,644.57	1.7500%
First National Bank	\$ 268.15	2.3800%
Landmark National Bank	\$ 2,849,013.60	2.2200%
	<u>\$ 3,344,814.79</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>\$ 9,844,814.79</u></u>			

SEPTEMBER 2019 MONITORING REPORT

Workforce Development

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Workforce Development will be responsive to community economic development and employer needs.

CEO's Interpretation:

To address critical needs of local and regional workforce development, Garden City Community College provides training for both the non-credit and credit programs of the College. The College faculty and staff collaborate with local industry leaders via advisory committees, internships, partnerships, and close working relationships to determine the latest workforce needs. Course evaluations and student evaluations provide feedback as to the relevance of training and the enhancement of workplace skills and knowledge. College faculty and staff then conduct environmental scanning, workforce surveys, and on-site visits to continually assess the needs of business and industry and determine which programs and classes to offer in future semesters in order to meet both local and regional employer needs.

Data supporting GCCC involvement:

Garden City Community College Technical Education and Workforce Development works each year to offer programs, trainings, and courses that meet the needs of local employers and regional economic development. The College actively engages local industries on a regular basis through a variety of means to maintain meaningful relationships for the purpose of supporting growth in the workforce. The College regularly holds advisory committee meetings for each academic program in the Technical Education division that promotes collaboration and cooperation. Above all else, these meetings are a way for College faculty to listen and respond to industry needs. These meetings occur at least once per semester and also allow local stakeholders to give input and feedback on program curricula, policies and procedures, standards of practice, and methods of communication. Finally, these meetings also allow the faculty and students within each program to build a network of industry professionals that is useful for internships, apprenticeships, or future employment opportunities.

Just this past year, the College faculty and administrators have spent more time meeting with local school leaders to discuss dual-credit program offerings that meet the needs of local high school students as well as industry leaders. These meetings have resulted in new ideas in the area of tiered classes that help prepare students for careers in welding, automotive, allied health, and other disciplines. A great deal of time has been spent recently in training for the new Perkins V federal program. This collaboration between the College and several local high schools will soon culminate in the submission of a regional needs assessment that will eventually drive funding from the state in the area of technical education and workforce development.

In response to local needs, the College has been focusing recruiting efforts to grow and expand the automotive program, cosmetology program, John Deere program, and Nursing program. In fact, the College committed to hiring a full-time Tech Ed recruiter that works with the Admissions office on campus to attract students to those specific programs. This position will work with faculty and staff to host and attend all types of recruiting events both on campus and off campus.

The Continuing Education (CE) department continues to adapt to the needs of the community. The College has offered contract trainings for businesses in the area consisting of topics such as:

- Welding techniques
- Welding safety
- Forklift training
- QuickBooks

This department also offers courses that are open enrollment allowing citizens to gain continuing education or personal enrichment. Some of those courses include:

- Woodworking
- Plumbing
- Insurance CEUs
- HVAC CEUs
- Electrical CEUs

The mission of GCCC drives the activities of the entire Career and Tech Ed Division which is demonstrated by actively seeking to grow our programs in Automotive Technology, Nursing and Paramedic. These are all areas that the community has indicated a need and GCCC is striving to fulfill that need by offering education to students to enter the workforce trained in a manner that allows them to be successful throughout their careers.

SEPTEMBER 2019 MONITORING REPORT

Essential Skills Ends Report

Policy Title: Essential Skills

Students will possess essential skills:

1. Students will illustrate written communication skills.
2. Students will demonstrate oral communication skills.
3. Students will exhibit critical thinking skills.

Social Responsibility:

1. Students will understand their individual responsibility for the economic and social well-being of society through participating in social, educational, and personal experiences in the local, regional and global community.

Diversity:

1. Students will develop awareness of self and others through scholarly study, research, and personal interaction in hopes of them becoming a more positive contributor to the social and economic well-being of their community.

Essential Skills Assessment: 2018-19 & beyond

Essential Skills assessment was one of three assessment program outcomes from efforts begun in the fall of 2017 with the objective to:

- document course and program outcomes
- develop action plans in response to data collected
- implement those plans to improve student performance

Starting in the fall of 2017, GCCC organized a General Education committee that defined a series of assessment objectives and steps to take to implement them. As a result of the assessment needs, the original General Education committee was reorganized into Student Learning Assessment Team (SLAT) with a more narrowly defined Gen Ed committee tasked with only developing, assessing, and analyzing the essential skills assessment program.

By the close of the 2017/18 school year, the Gen Ed committee had mapped out where the five essential skills are presented/embedded by program and course. From this initial map, a pilot assessment program was developed in which a sampling of programs (and courses within a program) would sample sophomore program majors performance on the essential skills. Each course identified an artifact/assignment/assessment that addressed an essential skill and evaluated it against the value rubrics developed for this purpose. Data was collected in the spring of 2019 (most of which is now just being analyzed) from these courses.

Board of Trustees Agenda September 10, 2019

Data was collected in the following manner:

2018-19 General Education Assessment					
	Oral Communication	Written Communication	Critical Thinking	Diversity	Social Responsibility
Total programs identified for assessment	6	8	10	5	5
Total programs with data available for Spring '19 ¹	3	5	7	3	4

The execution of this pilot program revealed issues that will require an extensive re-examination in preparation for '19/20 data collection and analysis. Primary among these were:

- The implementation of Annual (semester) Course Assessment, Annual Program Assessment and Gen Ed Assessment (a program to itself) generated significant enough confusion as faculty worked their way up the learning curve from ground zero; in which assessment tasks were not always clearly understood or delineated.

¹ This number includes only those programs that had majors enrolled in the class and were able to provide an assessment that provided valid data.

² This value at less than 100% **should not be interpreted** to mean that assessments were not performed when they should have been

- The number of sophomores enrolled in the classes that are assessed for essential skills results in “n” values that do not yield statistically significant conclusions (though it does produce the kernel of a baseline with which to proceed).
- The first assessment run-through revealing where improvements and substitutions for valid assessments must be made to generate meaningful data

In summary, as with a pilot program much was learned and opportunities for continuous improvement identified. Among these include:

- Strategic: SLAT in conjunction with the office of Institutional Effectiveness and office of Instruction needs to define the appropriate mission and scope of the General Education committee (reporting to SLAT) going forward.
- Tactical: Clearly delineating the difference between Gen Ed Assessment and the similar annual course and program assessments.
- Tactical: Re-mapping the core curriculum to Essential Skills to ensure students have appropriate opportunities for introduction and reinforcement of the skills prior to mastery/assessment within their programs.
- Tactical: Fine tuning assessments utilized within the essential skills assessment process

These action items above have been identified and documented by SLAT as necessary steps to implement improvements to the essential skill assessment process at GCCC for the 2019-20 school year.

Incidental Information September 2019

Marc Malone, Vice President for Instruction:

GC3 Student Media

As a part of exploring workplace preparedness, GC3 media is partnering with the Garden City Telegram to have a featured spot on Saturdays and will also be working with High Plains Public Radio.

Creative Writing

Seth Kristalyn is looking at creating a writing contest to build the English program and increase interest in creative writing. This contest also gives students a campus-based platform to showcase their work, increasing their real-world experience. Creative writing can be a valuable tool for developing and promoting self-awareness and awareness of the world around us.

Cross Listing Courses to Increase Communication Skills

As a way to increase student understandings of the importance of communication skills and their application throughout the curriculum, several departments are exploring opportunities to cross-list courses. These departments include Communications, Business, Art, and Technology Programs.

Band and Vocal Music

The Marching Band continues its work on community outreach, awareness, and recruiting. The Southwestern Heights Band visited and played with GCCC's band at the football game on August 24th. Five more High school bands are scheduled to perform with the band this coming season.

Sean Boller in the music department has increased recruitment to the choir program. Choir participation has grown from 22 members last year to 31 members this year.

Upcoming Events

- September 19th, 7:30: Faculty Recital *A performance by GCCC Music Faculty*
- October 10th, 7:30: Fall Vocal Concert
- November 15th, 1:30: Student Recital
- December 3rd, 7:30: Band Concert
- December 5th, 7:30: Band Concert
- December 8th, 3:00: Vespers Concert
- December 9th, 7:00: Guitar/Rock Concert

Board of Trustees Agenda September 10, 2019

Drama

The college players continue their work on community outreach, awareness, and recruiting. This fall's production of Arthur Millers Death of a Salesman brings together students and community members to enhance personal enrichment opportunities for the community and for students. Performances will be October 3, 4, 5, and 6.

Visual Arts

The visual arts remain an important opportunity for college recruiting, student communication, real-world student experience, and personal enrichment for the community. The visual arts department hosted several such events over the past months, and has plans for additional opportunities:

Portico Gallery – Over the Summer we hosted an art exhibition featuring the artwork of employee's children. Two more have been scheduled for the fall semester. These have proved to be very popular.

Tumbleweed Festival—Michael Knutson provide live painting and drawing demonstrations at the festival. Mercer Gallery—Will host a Fort Hays State University student sculptures during the month of September with a live Blacksmithing Demonstration September 6th from 1-4pm.

Student Orientation

There were 419 students who attended Buster Orientation, the largest group we have had since we started the day-and-a-half orientation 4 years ago. Students attended sessions on Campus Safety, Library Use, CLC Use, Financial Aid, Scholarships, Online Course Success, Community Involvement, Student Support Services, Health and Wellness, Student Success Strategies, Efficient Study Strategies, International Student Success, CAMP, and Billing and Business office information. In addition, Sex Signals did a presentation on sexual harassment. The students had a chance to meet with their advisors as well. The parents were presented information from Dr. Ruda, Karla Armstrong, Kim Harrison, Phil Terpstra, Leslie Wenzel, Melinda Harrington and Ashley Salazar.

The students also enjoyed social activities to help them acclimate to campus. 87 students enjoyed GCCC night at Parrot Cove water park, and a large group of students attended a Tailgate party on Friday night where the students painted t-shirts and captured memories in the photo booth.

Welding

The Welding Department has a full cohort of 24 students and has awarded 24 forklift certifications. The students will continue to test for certifications throughout their time in the program. These certifications are industry-standard and are directly-connected to student skills and their preparedness for the workplace. Students earn their certifications incrementally, and the department hopes to award between 50 and 75 certifications this year.

The welding department also continues to support its new dual-credit partnerships with high schools in Holcomb, Leoti, Dighton, Lakin, and Garden City High School. This partnership is designed to help expand workforce opportunities to graduating high school students.

Comprehensive Learning Center

The college's tutoring service works annually with student tutors to help them earn certification through the College Reading and Learning Association. Many GCCC student tutors leave the institution with a Master Tutor certification. These credentials are portable and will help student tutors with future workforce prospects if they transfer to four-year universities. Student tutoring also helps tutors develop written and oral communication skills as well as critical thinking skills.

So far this semester, the tutoring service has logged 132.5 hours of one-on-one tutoring to 54 separate students and is, for the first time, tutoring Garden City High School students taking College Algebra courses. The center has a goal of exceeding 1,000 tutoring hours during the Fall 2019 semester.

Colin Lamb, Vice President for Student Services:

CAMP Program

The College Assistance Migrant Program – a federal funded grant through U.S. Dept. of Education via Kansas State University – College of Education - was rewarded the last of July. The program will be serving up to 20 participants a year with scholarships of up to \$3,000.

Financial Aid

GCCC Financial Aid applied for and was approved for the “recertification process” for the Program and Participation Agreement, which determines that Garden City Community College satisfies the definition of an eligible institution under the Higher Education Act of 1965, as amended (HEA). This recertification process allows GCCC to continue to award/disburse title IV aid for the next 6 years.

GCCC Financial Aid staff presented at 6 new student orientation sessions wherein an interactive “Financial Aid 101” KAHOOT! app game was played- students truly were engaged and seemed to enjoy learning about financial aid through this fun event!

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The GCCC Financial Aid office was super busy on August 19th- “first day of school”- beginning at 7am until closing around 6pm we visited with and gave out work study referrals to 124

students (maybe more than that -who didn’t actually sign-in)!!! By the end of the day, many students had secured work study jobs on campus which pays \$9/hour and students can work up to 15 hours/week maximum. This is an amazing opportunity for ALL GCCC students- thanks to the GCCC institutional work study program-wherein every student qualifies and the federal work study program wherein jobs are reserved for “need-based” students. The benefits of working on campus are tremendous- students feel more connected and involved, no experience is usually required (on the job training occurs), students cannot work during class schedule time and students can build a great resume’ and work references while attending GCCC!

We continue to counsel/serve students during this busy time of year in hopes of a smooth “financial aid disbursement” beginning on September 30th!

Several important reports will be completed/submitted to Dept of Ed and KBOR within this month.

Moving into the month of October... FA staff will begin promoting the new 2020-2021 FAFSA year with KASFAA high school/support staff trainings and workshops, scheduling local high school FAFSA labs and planning events for our “on campus FAFSA and financial aid awareness” campaign.

College Health Nurse

9/11/19 Start Wednesday Centura Clinic on Campus 4:30-6:30 (Rosin MD)

9/11/19 Home Sweet Home Event (homesickness/introduce student health service)

Student Support Services

SSS is preparing for a college fair that will be open to all GCCC students next Tuesday, September 10, from 11:00 AM to 1:00 PM in the Endowment Room. The HALO club is graciously inviting SSS participants and parents to their Parent Workshop this Saturday morning, September 7, from 9:00 AM to 12:00 PM. Also, the program is getting a running start at recruiting. We have 164 students out of the 200 that we need to recruit between now and August 31, 2020.

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Student Success

There were 419 students who attended Buster Orientation. This is the largest group we have had since we started the day and a half orientation 4 years ago. Students attended sessions on Campus Safety, Library Use, CLC Use, Financial Aid, Scholarships, Online Course Success, Community Involvement, Student Support Services, Health and Wellness, Student Success Strategies, Efficient Study Strategies, International Student Success, CAMP, and Billing and Business office information. In addition, Sex Signals did a presentation on sexual harassment. The students had a chance to meet with their advisors as well. The parents were presented information from Dr. Ruda, Karla Armstrong, Kim Harrison, Phil Terpstra, Leslie Wenzel, Melinda Harrington and Ashley Salazar.

Each student was given a padfolio, t-shirt, refill tablet, student planner, highlighter, pen, keychain, and several coupons. There were many other giveaways during the day and a half including a computer at the conclusion of Buster Orientation and a computer at the Tailgate party at the end of welcome week.

87 students enjoyed GCCC night at Parrot cove during the first week of classes.

We also had a big group of students at the Tailgate party on Friday night. Weston Wilkerson played a set and then DJ Smooth took over. The students painted t-shirts and rocks and enjoyed the photo booth. Great Western Dining prepared a nice spread of snacks for the students to enjoy.

Karla Armstrong, Vice President for Administrative Services/CFO:

Maintenance:

- Appliances at suites: installed washers, dryers, and dishwashers in multiple suites. (12,22,44, etc.)
- Repaired 5 kicked in doors\frames at dorms. (suites and east units)
- Inspected and repaired\adjusted all handicap accessible doors on campus.
- Moved offices\desks in admin. Building.
- Replaced ceiling grid and tiles in cafeteria serving line.
- Installed new steel door at men's restroom at football stadium.
- Installed all vents, registers, lights, fire alarms at JCVT.
- Installed all new wiring in tunnels for new light poles in quad.
- Installed new lighting and wiring in the south section of tunnel (from facilities shop to academic)
- Installed new wiring for auto lift in auto shop.
- Installed new ADA smoke alarms in Apt. 2
- Completed cosmetology remodel.
- Plumbing emergencies (water line in dpac, multiple toilet issues, faucets in kitchen.)
- Daily dorm repairs and work orders. (plumbing, electrical, etc.)

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Information Technology:

- Projector installation complete.
- Telephone system upgrade project complete
- New Website launch
- Working on self-service
- Work orders

Grounds:

- Mowing, weed-eat, edging.
- Irrigation, replaced sprinkler heads and repair valves.
- Spray for weeds.
- Pulled weeds in flower beds.
- Trim trees Main campus.
- Trim bushes at suits and sprayed for weeds.
- Prepared east campus maintenance building for upcoming football season.
- Painted John Deere maintenance shop.

Custodial:

- Monthly board meetings.
- Custodial summer deep cleaning on campus buildings.
- Broncbuster housing cleaning completed.
- Carpet extracting in buildings.
- Classroom labs scrubbed, waxed, hallways (in process)
- July project cafeteria floor scrubbed, waxed
- Continue to work on helpdesk issues
- Cleaning remodels after maintenance finishes

Transportation:

- The new Ford 350 HD Transit vans are in and are being used. One of these vans are used primarily by or meats team to travel to practice in Dodge of Liberal.
- This weekend, 9/14 the Transit with the towing package will be used by Automotive technologies to take their project car to a car show.
- Our buses still have their geriatric issues, the compressed air system on bus #4 has failed and is under repair so it is out of service. Bus #1 needed the bearings replaced in the alternator idler pulley system.

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- Bus #8 has front end issues, most likely kingpins. #8 was scheduled to go to MCI in Dallas this past summer but the repairs on Bus # 1 took longer and cost more than budgeted so this service has been delayed until December.
- Bus #5 the driver's air conditioner compressor needs replaced so it is just being used for shorter local trips. On our Meats truck the refrigeration unit alternator bearing failed and damage the system. This has been repaired.

•	Vehicle Ending Odometer(mi)	Distance Traveled (mi)
•	#50 260,777.50	1,267.10
•	#51 247,369.90	1,475.90
•	#52 237,729.90	164
•	#55 41,632.00	1,365.80
•	#60 200,161.70	700.2
•	#61 119,776.30	874.2
•	#62 87,540.20	796.7
•	#63 81,427.70	59.1
•	#70 377.2	263.9
•	#74 169,091.30	141.4
•	#75 186,928.70	151.8
•	#76 186,749.90	223.7
•	#77 114,227.00	160.9
•	#85 268,466.10	225.9
•	#87 284,477.30	160.1
•	#88 100,821.40	105.9
•	#89 239,961.30	272.5
•	BUS#1 348,142.80	4,142.70
•	BUS#4 632,182.10	261.3
•	BUS#5 136,284.10	34.1
•	BUS#8 336,646.20	2,353.5

Payroll Department:

- Processed 10 new full-time employees
- Created rate sheet for BCBS Premium's for Open Enrollment
- Prepared GCCC Financial Aid Res Life Payroll report for KBOR
- Worked on GASB 75 Census Report
- Paid all state and federal taxes
- Processed garnishments and income withholding orders
- Trained new employees on Time Clock Plus

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Human Resources:

New Employees:

- Auston Waetzig, Groundskeeper, effective, August 9, 2019
- Mathias Stockemer, Web/Systems Administrator, effective, August 19, 2019
- Jamie Durler, Director of Instructional Design/Canvas Administrator, effective, August 26, 2019

Positions Filled:

- Carlos Leyva, Skilled Maintenance, starting September 16, 2019

Open Positions:

- Financial Aid Advisor- **Process is in review**
- Technical Admissions Representative- **In process**
- Nursing Student Success Coordinator
- Math Adjunct Instructor
- English Adjunct Instructor
- Industrial Maintenance Instructor

Projects for the Human Resources Department include:

- Diversity Training 170 participants
- Implementation of the training platform Safe Colleges
- HRIS platform review
- Continuing with procedural review
- Working on the development of employee and faculty handbooks
- Department Assessment Review Process
- Processed 10 new full-time employees

Bookstore:

The bookstore has been busy helping students get settled into the semester. We have been doing student ID's, helping them figure out canvas and how to find their books through Cengage Unlimited. We have helped many parents find their Buster gear on check-in weekends also. The bookstore has also had a number of sales through the online bookstore. We are hoping this trend continues to grow!!

We are still working on the new merchandise that is coming in, seems like something new every couple of days. Some gear for now and a lot of fall/winter merchandise flowing in.

We have sold merchandise at the first football game already and are gearing up for selling at the second game. We now have access to an iPad so we are able to take debit and credit card sales at the games. It seems to be a hit, we had about the same card sales as cash at the first game.

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Print Shop/Creative Services Team has designed and printed 263 job, notable items below:

- Football/Basketball tickets
- Centennial Magazine Design
- Centennial Posters
- Endowment Invites
- BAA Advertisements
- Summer Diplomas
- Color Run Posters
- Emergency Operations Plan/Emergency Response Plan

PR and Marketing Team has worked on the following notable items:

- Centennial Magazine Content
- Edge Newsletter Preparation
- Letters for outreach
- Centennial Commercial Shoot
- Rotary Presentation
- Centennial Radio Commercial Recording
- Inservice Presentation Preparation
- Press Releases for various start-of-semester events
- New student orientation coverage and slideshow

Business Office:

- Trained 11 employees our purchase card procedures over the summer
- Reviewed several KBOR reports
- Worked on the renewal of the Department of Defense MOU for our VA students
- worked on Perkins Audit review – gathering additional information
- gathered travel information for the Clery Act report
- worked with various grant directors and club sponsors to set up FY20 budgets
- reviewed and helped with the FY19 Perkins annual report
- set up Ipads for Athletics to use on game days
- issued book vouchers for students