

January 14, 2020

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, January 14, 2020**. 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 (December 10, 2019).....pg. 4
 - B. Approval of personnel actions-Human Resources.....pg. 9
 - B-1 Human Resources Report.....pg. 10
 - B-2 Adjunct/Outreach Contracts.....pg. 11
 - C. Financial Information.....pg. 13
 - C-1 Monthly Summary Published Funds Operating Revenues and Expenses...pg. 14
 - C-2 Checks Processed in excess of \$50,000.....pg. 15
 - C-3 Revenues.....pg. 16
 - C-4 Expenses.....pg. 18
 - C-5 Cash in Bank.....pg. 24
 - D. Digital Scoreboard Approval.....pg. 25
 - E. Construction Trades Program Approval.....pg. 26
 - F. Audit 2018-19 Approval.....pg. 27

 - IV. OTHER ACTION**

ORGANIZATION OF OFFICERS - BOARD OF TRUSTEES – 2019

Election of Officers	Incumbent
A. Chairman.....	Dr. Blake Wasinger
B. Vice Chairman	Teri Worf
C. Clerk	
D. KACCT Representative.....	Jeff Crist
E. Economic Development Corporation Representative...	Steve Martinez

Appointments

- A. Secretary to the Board.....Ryan J. Ruda
- B. Deputy Clerk.....Amy McVey
- C. College Treasurer.....Karla Armstrong
- D. Designated Agent for KPERS
- E. Alternate Designated Agents for KPERS.....Karla Armstrong
- F. Designated Endowment Representative

Depositor Designations

A. Primary Depositories for 2019

Commerce Bank

B. Other Depositories for 2019

- Western State Bank
- Valley State Bank
- First National Bank of Garden City
- Landmark National Bank
- American State Bank
- Garden City State Bank
- State of Kansas Municipal Investment Fund

C. Authorized Signatures:

- Dr. Ryan J. Ruda Garden City Community College, President
- Karla Armstrong Garden City Community College, Vice President for Administrative Services/CFO
- Amy McVey Garden City Community College, Executive Assistant to the President
- Debra S. Nicholson Garden City Community College, Comptroller

D. Professional Service Providers:

- College Attorney Randy Grisell
- College Architect Gibson Mancini Carmichael & Nelson P.A.

V. CONFIRMATION OF MONITORING REPORTS:

- A. Monitoring Reports and ENDS **Consensus Approval**
 - A-1 Bi-Annual, Executive Limitations, General Executive Constraints, #7.....pg. 28
 - A-2 Annual, Executive Limitations, Information and Advice, #2, #3, #5.....pg. 29
 - A-3 Annual, Executive Limitations Asset Protection, #1, #2, #3, #4, #6, #7.....pg. 31
- B. Review Monitoring Report
 - B-1 Essential Skills #4 and #5

VI. OTHER

A. 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.

- B. President’s Report
- C. Incidental Information
- D. Report from FCEDC
- E. Report from KACCT
- F. Report from SGA
- G. Report from Faculty Senate

VII. OWNERSHIP LINKAGE

Upcoming Calendar Dates:

January 6-31 GC High School Visual Arts Awards Exhibition, Mercer Gallery
January 10-11 Buster Meat's Team, Southwest Invitational, Lubbock, TX
January 11 Buster Women's Basketball vs. Butler CC, 2:00 p.m.
January 11 Buster Men's Basketball vs. Butler CC, 4:00 p.m.
January 15 Buster Women's Basketball vs. Hutchinson CC, 6:00 p.m.
January 15 Buster Men's Basketball vs. Hutchinson CC, 8:00 p.m.
January 19 Buster Meat's Team, National Western, Greeley, CO
January 25 Buster Women's Basketball vs. Dodge CC, 2:00 p.m.
January 25 Buster Men's Basketball vs. Dodge City CC, 4:00 p.m.

VIII. EXECUTIVE SESSION

VIII. ADJOURNMENT

Dr. Ryan J. Ruda
President

Dr. Blake Wasinger
Chairman

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

Five Ends: *Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment, Workforce Development.*

Purposes for Executive Sessions

- a. *Personnel matters of non-elected personnel*
- b. *Consultation with the body's attorney*
- c. *Employer-employee negotiation*
- d. *Confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorship*
- e. *Matters affecting a student, patient, or resident of public institutions*
- f. *Preliminary discussions relating to acquisition of real property*
- g. *Security, if open discussion would jeopardize security*

**MEETING OF TRUSTEES
GARDEN CITY COMMUNITY COLLEGE
November 12, 2019**

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

Trustees Absent: Dr. Marilyn Douglass

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
Shajia Donecker, PR & Marketing Coordinator
Nicole Dick, Math Instructor, Faculty Senate
Phil Terpstra, Dean of Academics
Lon Pishny, Community Member
David Rupp, Community Member
Mark Douglass, Community Member
Toni Douglass, Community Member
Aaron Kucharik, Community Member
Andrew Knoll, GCCC IT Director
Beth Tedrow, Community Member
Shanda Smith, Community Member

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:

Wasinger asked to amend Consent Agenda III A-1, Monitoring Reports, Essential Skills. Push to January when all 6 board members are present to discuss.

Motion:

Crist moved, seconded by Martinez to amend Consent Agenda III A-1, Essential Skills.

Ayes: Crist, Hitz, Wasinger, Worf, Martinez

Nays: none

Motion carried: 5-0

Trustee Wasinger stated we will be swearing in our new Board of Trustees this evening, effective January 13, 2020. The new trustees will not have any authority to make or participate in the decision-making process on any issue until they take office on January 13, 2020. They will not participate in any Executive Session until after they have taken office.

INTRODUCTION OF NEW EMPLOYEES:

No new employees in the month of November.

CONSENT AGENDA:

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

Trustee Crist asked for II C-2 to be removed for further verification, Wasinger asked for II D-1 and D-2 to be removed for further action.

Chair Wasinger then asked for a motion approving consent agenda items II A, II B-1 and B-2, II C-1, C-3, C-4 and C-5. Holding II C-2 for separate discussion and D-1 and D-2 for further action.

Motion:

Wasinger moved, seconded by Martinez to approve consent agenda items II A, II B-1 and B-2, II C-1, C-3, C-4 and C-5. Holding II C-2, Checks processed in excess of \$50,000 for separate discussion and II D-1 and D-2, Notice of Claims for further action.

Ayes: Crist, Hitz, Martinez, Wasinger, Worf

Nays: None

Motion carried: 5-0

Approved actions follow:

(A) Approval of minutes of previous meetings (November 12, 2019)

(Supporting documents filed with official minutes.)

(B) Approval of personnel actions-Human Resources

B-1 Human Resources Report

B-2 Adjunct/Outreach Contracts

(Supporting documents filed with official minutes.)

(C) Financial Information

C-1 Monthly Summary Published Funds Operating Revenues and Expenses

C-3 Revenues

C-4 Expenses

C-5 Cash in Bank

(Supporting documents filed with official minutes.)

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

Trustee Crist requested verification pertaining to the check to Lewis, Brisbois, Bisgaard & Smith for \$59,040.66. He asked if this was in addition to the initial \$100,000 in payments. Karla Armstrong, GCCC CFO explained that this check was part of the second \$100,000 that the Board approved earlier this year.

Motion:

Martinez moved, seconded by Crist to approve consent agenda item II C-2, Checks processed in excess of \$50,000.

Ayes: Crist, Martinez, Wasinger, Worf, Hitz

Nays: None

Motion carried: 5-0

(Supporting documents filed with official minutes.)

II D-1 and D-2, Notice of Claims

Chair Wasinger explained the process of accepting or denying the Notice of Claims from Braeden Bradforth's parents before it went to vote. The Board discussed their options.

Motion:

Hitz moved, seconded by Martinez to deny Consent Agenda items II D-1 and D-2, Notice of Claims.

Ayes: Crist, Martinez, Wasinger, Worf, Hitz

Nays: None

Motion carried: 5-0

(Supporting documents filed with official minutes.)

MONITORING REPORTS and ENDS REPORT

Essential Skills #4 and #5 amended for discussion at the January meeting.

REVIEW MONITORING REPORTS:

No reports for review.

PUBLIC COMMENTS:

No signatures for public comments this month.

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.

Good News

Esports Wins National Runner-Up Title

The Broncbuster Madden team finished as the National Runner-up, falling to Hinds Community College in the Championship Game on December 3.

In the semifinal round, Kristopher Henderson, playing as the as the Los Angeles Rams, rolled through Jarrod Dean from Snow College, who was playing as the Atlanta Falcons, 27-15. That setup a showdown with the top-team in the nation in the finals.

Unfortunately, Henderson's Rams lost to Joshua Brandon's Atlanta Falcons 42-14.

Garden City finished the year 6-2.

John Deere Program to Receive the John Deere College of Tomorrow Gold Award for Recent Advancements

GCCC hosts one of 16 John Deere Ag Tech programs in the nation, and one of only 21 in the world. This year, the program earned the "College of Tomorrow" Gold level award for excellence and the new advancements made to the program over the past year and over the summer.

Recent Events

Legislative Luncheon Held at GCCC

Dr. Ruda and GCCC Administration hosted Kansas Legislators and a representative from the KACCT for a legislative luncheon to discuss legislation and topics that would have an impact on community colleges in Kansas.

Dr. Ruda presented about recent advancements and programs at GCCC, the KACCT led a presentation about funding and questions were asked of those legislators in attendance.

College Players Present Santa's Got the Flu

The College Players presented Santa's Got the Flu: Now What's an Elf to Do? From Nov. 21 through Nov. 24. Ben Stark, Technical Director from KSU and Nick Albrecht from Cowley college responded to the production. They were highly supportive of the student work and promotion of original material. The show was not held for consideration. Monica Hernandez, Stephanie Marinez, and Rheann Rodenbur were named as Irene Ryan Candidates. Rheann's set design will be placed in national competition during Design Expo for this year's KCACTF and both Steven Wade Freeman and A. B. Licon will be up for national competition with the play. The region festival will be held in Sioux Falls, South Dakota, January 19-25, 2020.

Fall Concerts Held in Pauline Joyce

The Music Department hosted a Band Concert on Dec. 5, the Choral Vespers Concert on Dec. 8, and the Guitar and Rock Ensemble Concert on Dec. 9. Each show was a success and a testament to the hard work of both instructors and students this fall semester.

Holiday Giving in Full Swing

The Broncbusters give in many ways. This year, Both Block and Bridle and the Track and Field teams held toy drives this month, and the College Council adopted nine students from the CASA Spirt of the Plains program and delivered presents on Dec. 6. Quiz Bowl sponsored students this Christmas for the "Adopt-a-Buster" campaign. GCCC was also represented in the 2019 Christmas parade. This year's theme was classic Christmas movies, and GCCC brought the Polar Express for community viewing.

Upcoming Events

December 12, Santa's Flight School at Flat Mountain Brewhouse
Dec. 23 through Jan. 3, Campus Closed for Winter Break

REPORT FROM FACULTY SENATE:

Nicole Dick, Math Instructor /Faculty Senate, shared that faculty have been wrapping up end of the semester and have been working on Student Learning Assessment.

REPORT FROM FINNEY COUNTY ECONOMIC DEVELOPMENT CORPORATION (FCEDC):

Trustee Martinez reported that they are currently securing permits for childcare and makerspace FCEDC is also partnering with a professional retail recruiter to secure more businesses for Garden City.

REPORT FROM KACCT:

Dr. Ruda reported that the Kansas Department of Revenue discussed state projections and the Senate Education Committee reported that the Legislative Session on education stalled because of Medicaid and Senate Bill 155.

REPORT FROM SGA:

SGA President stated that the tobacco survey results were just in and he would review them and report back at the next Board meeting. SGA is in the process of electing new board members, recruiting clubs to get more involved and discussing Earth Day 2020.

SWEARING IN OF NEW TRUSTEES:

Dr. Ruda swore in the three new trustees; Ms. Beth Tedrow, Ms. Shanda Smith, and Mr. David Rupp. They will take office on January 13, 2020.

OWNERSHIP LINKAGE:

Trustee Wasinger thanked Trustees Worf, Martinez, and Crist for their combined 27 years of service and leadership.

EXECUTIVE SESSION:

No executive session was held.

CALENDAR DATES:

Chair Wasinger reviewed calendar dates with Trustees.

Next Board meeting will be January 14, 2020

Meeting adjourned at 6:58 p.m. by Chair Wasinger.

UPCOMING CALENDAR EVENTS:

- December 11 Southwest District Creed/Parlaw/Ritual Contest
- December 11 Buster Women's Basketball vs. Coffeyville CC, 6:00 p.m.
- December 11 Buster Men's Basketball vs. Coffeyville CC, 8:00 p.m.
- December 12 GCCC Employee Open House, 3:30 p.m., President's Reception Area
- December 13 President's Holiday Open House, 5:30 p.m., Beth Tedrow Student Center
- January 6-31 GC High School Visual Arts Awards Exhibition, Mercer Gallery
- January 10-11 Buster Meat's Team, Southwest Invitational, Lubbock, TX
- January 11 Buster Women's Basketball vs. Butler CC, 2:00 p.m.
- January 11 Buster Men's Basketball vs. Butler CC, 4:00 p.m.
- January 15 Buster Women's Basketball vs. Hutchinson CC, 6:00 p.m.
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- January 19 Buster Meat's Team, National Western, Greeley, CO
- January 25 Buster Women's Basketball vs. Dodge CC, 2:00 p.m.
- January 25 Buster Men's Basketball vs. Dodge City CC, 4:00 p.m.

Amy R McVey
Deputy Clerk

Dr. Ryan Ruda
President

Dr. Blake Wasinger
Chairman of the Board

Agenda No: III-B

Date: January 14, 2020

**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:



January 8, 2020

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

New Hires:

Kimberlyn “Kimmy” Basinger, Penka Building Secretary, effective, January 6, 2020
Alexis “Lexi” Clark, Assistant Soccer Coach, effective, January 6, 2020
Amy Water, Nursing Instructor, effective, January 8, 2020

Transfers:

No transfers to report.

Separations:

Sarah Lemmons, Assistant Athletic Trainer, effective, December 13, 2019
Omega Tandy, Head Women’s Basketball Coach, effective, December 19, 2019
Londaryl Perry, Assistant Women’s Basketball Coach, effective, January 7, 2020
Ashley Salazar, Director of Public Relations/Marketing, effective, January 9, 2020

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 1/14/2020)

INSTRUCTOR	CLASS	AMOUNT
Adams, Karen	Basic Nutrition HPER-115-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 12/16/2019 - 1/3/2020	\$1,800.00
Breen, Michael	Survey of Civilization I HIST-101-52 - 3.00 credit hour(s) 3.00 credit hour(s) X \$520.00 = \$1560.00 12/16/2019 - 1/3/2020	\$1,560.00
Greathouse, Lachele	Intro Computer Concepts & Appl CSCI-110-52 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 12/16/2019 - 1/3/2020	\$1,800.00
Hutcheson, Tammy	General Psychology PSYC-101-52 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 12/16/2019 - 1/3/2020	\$1,800.00
Knutson, Michael	Art Appreciation ARTS-120-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 12/16/2019 - 1/3/2020	\$1,800.00
Knutson, Michael	Art Appreciation ARTS-120-52 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 12/16/2019 - 1/3/2020	\$1,800.00
Lamb, Winsom	Introduction to Sociology SOC1-102-53 - 3.00 credit hour(s) 3.00 credit hour(s) X \$600.00 = \$1800.00 12/16/2019 - 1/3/2020	\$1,800.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Board of Trustees for Approval 1/14/2020)

Salazar, Nicholas	Lifetime Fitness HPER-121-52 - 2.00 credit hour(s) 2.00 credit hour(s) X \$600.00 = \$1200.00 12/16/2019 - 1/3/2020	\$1,200.00
Salazar, Nicholas	Lifetime Fitness HPER-121-53 - 2.00 credit hour(s) 2.00 credit hour(s) X \$600.00 = \$1200.00 12/16/2019 - 1/3/2020	\$1,200.00
Wenzel, Leslie	College Success PCDE-101-52 - 1.00 credit hour(s) 1.00 credit hour(s) X \$560.00 = \$560.00 12/16/2019 - 1/3/2020	\$560.00
Wenzel, Leslie	Health Education HPER-106-51 - 3.00 credit hour(s) 3.00 credit hour(s) X \$560.00 = \$1680.00 12/16/2019 - 1/3/2020	\$1,680.00
Wenzel, Leslie	Health Education HPER-106-52 - 3.00 credit hour(s) 3.00 credit hour(s) X \$560.00 = \$1680.00 12/16/2019 - 1/3/2020	\$1,680.00

Total: \$18,680.00

Agenda No: III-C

Date: January 14, 2020

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

12/31/2019 - 50% 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	\$ 3,440,793	22.14%	-2.33%	\$ 15,962,157	\$ 3,906,205	24.47%
Fund 12 - PTE	\$ 2,908,180	\$ 726,719	24.99%	-0.67%	\$ 2,685,684	\$ 689,009	25.65%
Fund 16 - Auxillary	\$ 3,824,396	\$ 1,748,366	45.72%	1.57%	\$ 3,602,424	\$ 1,590,347	44.15%
Fund 61 - Capital Outlay	\$ 1,087,799	\$ 32,179	2.96%	-5.03%	\$ 531,401	\$ 42,457	7.99%
TOTAL	\$ 23,358,938	\$ 5,948,057	25.46%	-1.87%	\$ 22,781,666	\$ 6,228,018	27.34%
Expenses							
Fund 11 - General Fund	\$ 15,538,563	\$ 7,785,793	50.11%	4.86%	\$ 15,962,157	\$ 7,221,684	45.24%
Fund 12 - PTE	\$ 2,908,180	\$ 1,184,198	40.72%	0.47%	\$ 2,685,684	\$ 1,080,911	40.25%
Fund 16 - Auxillary	\$ 3,824,396	\$ 1,722,945	45.05%	-0.32%	\$ 3,602,424	\$ 1,634,307	45.37%
Fund 61 - Capital Outlay	\$ 1,087,799	\$ 9,855	0.91%	-1.77%	\$ 1,000,000	\$ 26,802	2.68%
TOTAL	\$ 23,358,938	\$ 10,702,791	45.82%	2.96%	\$ 23,250,265	\$ 9,963,704	42.85%

kja
1.08.2020

CHECKS PROCESSED IN EXCESS OF \$50,000

December 2019

Purchases over \$50,000 requiring Board Approval

- Check #272929 to Ellucian in the amount of \$319,357 for annual software maintenance. Board of Trustees approved on November 12, 2019

Payments over \$50,000 not requiring bid sheets

- Check #272755 to City of Garden City for \$57,339.10 for monthly utilities.
- Check #272758 to Commerce Bank for \$65,458.86 for various purchase card purchases.
- Check #272865 to Blue Cross-Blue Shield of Kansas for \$106,999.32 for January 2020 health insurance premiums for employees.
- Check #272936 to Great Western Dining for \$77,711.78 for various invoices.

REVENUES
01/08/20

Garden City Community College
Annual Budget Report Ending 12/31/19
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	793.00	814,228.00-	1,672,568.00-	858,340.00-	51.32
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	0.00	163,520.00-	231,952.00-	68,432.00-	29.50
11-00-0000-00000-4005 ACAD COURSE FEE :	0.00	108.00	55,174.00-	94,136.00-	38,962.00-	41.39
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	254.96-	315,736.49-	542,351.00-	226,614.51-	41.78
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	2,052.68	2,630.74-	100,000.00	102,630.74	102.63
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	60,956.00-	115,615.00-	54,659.00-	47.28
11-00-0000-00000-4014 TUITION BORDER STA	0.00	0.00	111,075.00-	177,056.00-	65,981.00-	37.27
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	882.00-	123,951.00-	273,804.00-	149,853.00-	54.73
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	800.00-	7,150.00-	10,000.00-	2,850.00-	28.50
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	53.08	393.30-	1,256.39-	2,274.00-	1,070.69-	47.08
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	1,830.00-	258,152.00-	513,147.00-	254,995.00-	49.69
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	8,780.00-	19,425.00-	30,000.00-	10,575.00-	35.25
11-00-0000-00000-4512 VENDING MACHINES :	0.00	517.57-	1,594.91-	5,000.00-	3,405.09-	68.10
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 PROPRT	0.00	0.00	60,182.73-	10,173,241.00-	10,113,058.27-	99.41
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	449,774.69-	703,863.00-	254,088.31-	36.10
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	6,143.35-	9,302.00-	3,158.65-	33.96
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	45,129.18-	204,724.00-	159,594.82-	77.96
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	7,448.13-	134,000.00-	126,551.87-	94.44
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	6,977.09-	13,160.00-	6,182.91-	46.98
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	288.07-	14,727.00-	14,438.93-	98.04
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	7,644.20-	79,695.00-	72,050.80-	90.41
11-00-0000-00000-4816 WATERCRAFT CURRENT	0.00	0.00	469.87-	20,096.00-	20,096.00-	100.00
11-00-0000-00000-4817 NEIGH REV : GENER	0.00	0.00	25,344.79	35,000.00	9,655.21	27.59
11-00-0000-00000-4902 INTEREST INCOME :	0.00	12,422.60-	28,159.96-	150,000.00-	121,840.04-	81.23
11-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	3,594.50-	40,000.00-	36,405.50-	91.01
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	0.00	24,238.00-	75,000.00-	50,762.00-	67.68
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	745.77-	8,100.66-	130,000.00-	121,899.34-	93.77
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	492.50-	4,141.37-	10,000.00-	5,858.63-	58.59
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	53.08	24,165.02-	3,440,792.54-	15,538,563.00-	12,097,823.54-	77.86
00-0000-00000-4005 ACAD COURSE FEE :	0.00	600.00	185,480.33-	595,482.00-	410,001.67-	68.85
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	504.00-	34,047.00-	72,783.00-	38,736.00-	53.22
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	96.00	726,719.33-	2,908,180.00-	2,181,460.67-	75.01
16-00-5008-00000-4102 PRIVATE GIFTS/GRAN	0.00	0.00	3,000.00-	0.00	3,000.00	0.00
16-00-5008-00000-4401 SALES & SERV OF ED	0.00	881.00-	6,455.00-	14,264.00-	7,809.00-	54.75

16-00-5008-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	0.00	0.00	11,236.00-	11,236.00-	100.00
16-00-5011-00000-4009	S U FEES : GENERAL	0.00	51.00-	63,275.73-	140,000.00-	140,000.00-	76,724.27-	54.80
16-00-5011-00000-4011	MISC STUDENT BILL	0.00	0.50-	2,746.85-	110,000.00-	110,000.00-	107,253.15-	97.50
16-00-5011-00000-4501	BUILDING/ROOM RENT	0.00	9,050.00-	58,540.32-	100,000.00-	100,000.00-	41,459.68-	41.46
16-00-5011-00000-4503	S U DORM BOARD & R	0.00	0.00	1,289,869.16-	2,600,000.00-	2,600,000.00-	1,310,130.84-	50.39
16-00-5011-00000-4505	DEPOSITS FORFEITED	0.00	0.00	0.00	2,000.00-	2,000.00-	2,000.00-	100.00
16-00-5011-00000-4506	DORMITORY DAMAGE :	0.00	0.00	0.00	10,000.00-	10,000.00-	10,000.00-	100.00
16-00-5011-00000-4507	KEYS : GENERAL	0.00	2,535.00-	2,600.00-	6,000.00-	6,000.00-	3,400.00-	56.67
16-00-5011-00000-4508	RESERVATION FEE :	0.00	525.00-	32,775.00-	50,000.00-	50,000.00-	17,225.00-	34.45
16-00-5011-00000-4511	CATER & BOOKSTORE	0.00	3,251.54-	6,126.61-	20,000.00-	20,000.00-	13,873.39-	69.37
16-00-5011-00000-4512	VENDING MACHINES :	0.00	304.46-	1,872.47-	5,000.00-	5,000.00-	3,127.53-	62.55
16-00-5011-00000-4516	GUEST ACCOMODATION	0.00	0.00	0.00	1,000.00-	1,000.00-	1,000.00-	100.00
16-00-5011-00000-4907	MISCELLANEOUS INCO	0.00	0.00	0.00	1,000.00-	1,000.00-	1,000.00-	100.00
16-00-5012-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	104.72-	146,137.00-	146,137.00-	146,137.00-	100.00
16-00-5012-00000-4011	MTSC STUDENT BILL	0.00	0.00	104.72-	0.00	0.00	104.72	0.00
16-00-5012-00000-4401	SALES & SERV OF ED	0.00	2,933.19-	16,860.58-	30,000.00-	30,000.00-	13,139.42-	43.80
16-00-5012-00000-4504	COSMETOLOGY FEES :	0.00	1,840.00-	64,248.94-	111,074.75-	111,074.75-	46,825.81-	42.16
16-00-5012-00000-4907	MISCELLANEOUS INCO	0.00	227.25-	1,204.66-	1,578.00-	1,578.00-	373.34-	23.66
16-00-5012-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	0.00	11,184.00-	11,184.00-	11,184.00-	100.00
16-00-5100-00000-4018	RESOURCE CHARGE :	0.00	93.54-	114,401.22-	250,000.00-	250,000.00-	135,598.78-	54.24
16-00-5100-00000-4520	SALES - NEW TEXTBO	0.00	644.65-	41,169.78-	120,000.00-	120,000.00-	78,830.22-	65.69
16-00-5100-00000-4521	SALES - USED TEXTB	0.00	0.00	1,470.27-	40,000.00-	40,000.00-	38,529.73-	96.32
16-00-5100-00000-4522	SALES - TRADE BOOK	0.00	0.00	5.95-	0.00	0.00	5.95	0.00
16-00-5100-00000-4523	SALES - RENTAL BOO	0.00	0.00	448.00-	10,000.00-	10,000.00-	9,552.00-	95.52
16-00-5100-00000-4525	SALES - SUPPLIES :	0.00	111.53-	5,543.15-	20,000.00-	20,000.00-	14,456.85-	72.28
16-00-5100-00000-4526	SALES - CLOTHING :	0.00	3,153.32-	28,353.03-	55,000.00-	55,000.00-	26,646.97-	48.45
16-00-5100-00000-4527	SALES - GIFTS : GE	0.00	224.72-	7,213.20-	10,000.00-	10,000.00-	2,786.80-	27.87
16-00-5100-00000-4528	SALES - FOOD : GEN	0.00	0.00	11.04-	1,000.00-	1,000.00-	988.96-	98.90
16-00-5100-00000-4530	RENTAL FEES - CALC	0.00	20.00-	70.00-	1,000.00-	1,000.00-	930.00-	93.00
16-00-5100-00000-9999	CONTINGENCY ACCOUN	0.00	0.00	0.00	87,091.00-	87,091.00-	87,091.00-	100.00
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Totals for FUND: 16 - AUXILIARY ENTITI		0.00	25,846.70-	1,748,365.68-	3,964,564.75-	3,964,564.75-	2,216,199.07-	55.90
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61-00-0000-00000-4803	AD VALOREM PROPRT	0.00	0.00	6,984.43-	498,607.00-	498,607.00-	491,622.57-	98.60
61-00-0000-00000-4805	MOTOR VEHICLE PROP	0.00	0.00	22,231.82-	39,360.00-	39,360.00-	17,128.18-	43.52
61-00-0000-00000-4806	RECREATIONAL VEHIC	0.00	0.00	310.46-	447.00-	447.00-	136.54-	30.55
61-00-0000-00000-4807	DELINQUENT TAX : G	0.00	0.00	2,318.09-	7,689.00-	7,689.00-	5,370.91-	69.85
61-00-0000-00000-4808	PAYMENTS IN LIEU O	0.00	0.00	376.32-	6,425.00-	6,425.00-	6,048.68-	94.14
61-00-0000-00000-4809	RENTAL EXCISE TAX	0.00	0.00	352.56-	0.00	0.00	352.56	0.00
61-00-0000-00000-4810	16/20 M TAX : GENE	0.00	0.00	14.58-	0.00	0.00	14.58	0.00
61-00-0000-00000-4811	TAX IN PROCESS : G	0.00	0.00	0.00	5,695.00-	5,695.00-	5,695.00-	100.00
61-00-0000-00000-4814	COMMERCIAL VEHICLE	0.00	0.00	847.35-	0.00	0.00	847.35	0.00
61-00-0000-00000-4816	TIF TAX : GENERAL	0.00	0.00	23.74-	0.00	0.00	23.74	0.00
61-00-0000-00000-4817	NEIGH REVT : GENER	0.00	0.00	1,280.64	0.00	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-	529,576.00-	100.00
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Totals for FUND: 61 - CAPITAL OUTLAY		0.00	0.00	32,178.71-	1,087,799.00-	1,087,799.00-	1,055,620.29-	97.04
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Totals for BUDGET.OFFICER: Unassigned		53.08	49,915.72-	5,948,056.26-	23,499,106.75-	23,499,106.75-	17,551,103.57-	74.69

Garden City Community College

EXPENSES
01/08/20

Annual Budget Report Ending 12/31/19
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	1,389.89	10,610.77	0.00	10,610.77-	0.00
DEPARTMENT: 11010 - BUSINESS & ECONOMI	0.00	22,334.19	105,661.48	217,378.00	111,716.52	51.39
DEPARTMENT: 11020 - HUMANITIES	0.00	7,661.09	39,086.90	65,514.00	26,427.10	40.34
DEPARTMENT: 11021 - ENGLISH	0.00	38,591.60	192,215.45	418,178.00	225,962.55	54.04
DEPARTMENT: 11022 - SPEECH	0.00	11,197.76	59,580.03	94,549.00	34,968.97	36.99
DEPARTMENT: 11023 - PHILOSOPHY	0.00	484.43	1,937.72	0.00	1,937.72-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	1,491.65	8,718.59	30,825.00	22,106.41	71.72
DEPARTMENT: 11026 - BROADCASTING	0.00	0.00	0.00	465.00	465.00	100.00
DEPARTMENT: 11030 - ART	0.00	15,721.56	89,609.67	148,680.00	59,070.33	39.73
DEPARTMENT: 11031 - DRAMA	0.00	7,167.48	35,844.40	77,334.00	41,489.60	53.65
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	5,224.52	33,765.07	60,188.00	26,422.93	43.90
DEPARTMENT: 11033 - INST MUSIC	0.00	14,923.81	105,227.12	150,624.00	45,396.88	30.14
DEPARTMENT: 11040 - SCIENCE	856.06	40,519.32	208,341.30	455,092.00	245,894.64	54.03
DEPARTMENT: 11050 - MATH	0.00	31,336.47	149,431.98	287,365.00	137,933.02	48.00
DEPARTMENT: 11060 - SOCIAL SCIENCE	0.00	39,255.94	172,681.45	315,064.39	142,382.94	45.19
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	9,783.90	48,714.66	66,798.00	18,083.34	27.07
DEPARTMENT: 11071 - WELLNESS-SUPER CIR	0.00	6,601.06	38,292.16	81,682.00	43,389.84	53.12
DEPARTMENT: 11081 - READING	0.00	13,361.63	57,565.40	120,758.00	63,192.60	52.33
DEPARTMENT: 11082 - ESL	0.00	6,138.23	30,690.45	76,169.00	45,478.55	59.71
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	902.21	14,392.93	2,000.00	12,392.93-	619.64-
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	365.00	537.66	3,734.37	2,000.00	2,099.37-	104.96-
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	403.69	1,211.07	0.00	1,211.07-	0.00
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	1,076.50-	0.00	0.00	0.00	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	538.25	538.25	0.00	538.25-	0.00
DEPARTMENT: 41000 - LIBRARY	2,084.10	13,406.89	84,997.81	179,157.00	92,075.09	51.39
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	0.00	8,519.10	49,504.12	99,824.00	50,319.88	50.41
DEPARTMENT: 41100 - TECHNOLOGY-INSTRUC	22,454.72	191,037.55	340,214.85	579,063.00	216,393.43	37.37
DEPARTMENT: 42000 - VP ON INSTRUCTION	2,700.00	16,476.35	122,795.79	877,701.61	752,205.82	85.70
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	15,629.77	84,411.62	133,629.00	49,217.38	36.83
DEPARTMENT: 42002 - OUTREACH	0.00	16,429.97	26,614.23	92,193.00	65,578.77	71.13
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	14,461.69	77,705.55	144,624.00	66,918.45	46.27
DEPARTMENT: 46000 - DEVELOPMENTAL EDUC	309.71	5,880.20	35,191.16	72,065.00	36,564.13	50.74
DEPARTMENT: 50000 - DEAN OF STUDENT SE	32.73	30,062.92	172,524.08	341,305.00	168,748.19	49.44
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	13,225.00	13,225.00	14,000.00	775.00	5.54
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	12,479.00	75,640.03	165,203.00	89,562.97	54.21
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	4,312.18	25,494.08	57,593.00	32,098.92	55.73
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	28,559.96	154,679.76	351,518.00	196,838.24	56.00
DEPARTMENT: 50030 - ADMISSIONS	0.00	12,663.65	74,392.77	160,448.00	86,055.23	53.63
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	0.00	12,193.61	84,050.10	182,061.00	98,010.90	53.83

DEPARTMENT: 50050 - STUDENT HEALTH SER	7.65	5,747.25	33,683.28	70,472.00	36,781.07	52.19
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	3,157.77	31,201.42	414,823.33	587,348.29	169,367.19	28.84
DEPARTMENT: 55001 - MEN'S BASKETBALL	846.00	17,987.45	90,716.47	173,254.00	81,691.53	47.15
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	13,522.32	90,259.13	169,081.00	78,821.87	46.62
DEPARTMENT: 55003 - MEN'S TRACK	2,186.13	2,422.52	21,266.16	52,381.00	28,928.71	55.23
DEPARTMENT: 55004 - WOMEN'S TRACK	2,186.12	2,761.71	21,702.05	51,633.00	27,744.83	53.73
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	24.00	11,014.16	54,865.77	134,314.00	79,424.23	59.13
DEPARTMENT: 55006 - FOOTBALL	0.00	40,434.94	292,072.07	516,690.00	224,617.93	43.47
DEPARTMENT: 55007 - BASEBALL	0.00	12,494.28	78,739.07	169,062.00	90,322.93	53.43
DEPARTMENT: 55008 - VOLLEYBALL	0.00	8,682.77	69,418.72	120,857.17	51,438.45	42.56
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	4,453.32	42,368.05	74,795.45	32,427.40	43.35
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	2,689.91	35,180.28	26,297.40	8,882.88-	33.77-
DEPARTMENT: 55012 - CHEERLEADING	0.00	5,841.52	43,379.86	61,957.69	18,577.83	29.98
D DEPARTMENT: 55014 - RODEO TEAM	1,603.95	15,568.20	82,479.86	166,084.00	82,000.19	49.37
DEPARTMENT: 55015 - MEN'S GOLF	0.00	6,217.19	19,785.13	40,044.00	20,258.87	50.59
DEPARTMENT: 55019 - ATHLETIC TRAINING	177.00	15,890.38	120,009.45	193,945.00	73,758.55	38.03
DEPARTMENT: 55020 - PEP BAND	0.00	4,626.55	32,163.52	65,672.00	33,508.48	51.02
DEPARTMENT: 55021 - ESPORTS	0.00	858.24	4,115.20	1,500.00	2,615.20-	174.34-
DEPARTMENT: 61000 - PRESIDENT	1,729.00	28,506.45	245,695.06	543,070.00	295,645.94	54.44
DEPARTMENT: 61001 - BOARD OF TRUSTEES	110.00	119.90	2,537.45	30,025.00	27,377.55	91.18
DEPARTMENT: 61005 - ATTORNEY	9,425.55	1,639.99	102,129.18	150,000.00	38,445.27	25.63
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	7,797.00	104,295.06	479,155.91	1,307,252.00	820,299.09	62.75
DEPARTMENT: 62010 - HUMAN RESOURCES	3,449.91	19,771.21	87,586.38	194,281.00	103,244.71	53.14
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	8,936.89	47,198.06	61,098.00	13,899.94	22.75
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	13,600.00-	11,501.95	100,000.00	88,498.05	88.50
DEPARTMENT: 63000 - MARKETING/PR	11,500.00	14,343.58	88,314.84	229,854.00	130,039.16	56.57
DEPARTMENT: 64000 - INFORMATION TECHNO	11,343.00	214,211.38	476,265.82	686,834.00	199,225.18	29.01
DEPARTMENT: 65000 - CENTRAL SERVICES	1,608.64	11,596.57	75,916.96	141,220.00	63,694.40	45.10
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	5,966.02	74,556.79	189,572.00	115,015.21	60.67
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	10,298.40	13,664.98	79,165.34	185,932.00	96,468.26	51.88
DEPARTMENT: 71000 - BUILDINGS	17,204.58	64,475.20	286,758.43	517,673.00	213,709.99	41.28
DEPARTMENT: 72000 - CUSTODIAL SERVICES	1,915.90	52,992.57	306,659.46	605,951.00	297,375.64	49.08
DEPARTMENT: 73000 - GROUNDS	3,087.50	27,151.01	162,941.59	305,147.00	139,117.91	45.59
DEPARTMENT: 73001 - ATHLETIC FIELDS	100.00	0.00	13,109.67	28,950.00	15,740.33	54.37
DEPARTMENT: 74000 - VEHICLES	24,174.16	18,175.85	165,309.64	494,490.00	305,006.20	61.68
DEPARTMENT: 75000 - CAMPUS SECURITY	124.29	11,449.91	70,755.85	227,268.00	156,387.86	68.81
DEPARTMENT: 76000 - INSURANCE	0.00	4,399.51	227,138.70	259,856.00	32,717.30	12.59
DEPARTMENT: 77000 - UTILITIES	0.00	63,958.53	377,759.20	831,500.00	453,740.80	54.57
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	86.94-	14,524.56-	0.00	14,524.56	0.00
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	0.00	549.00	100.00	449.00-	448.99-
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	183.00	18,605.00	30,000.00	11,395.00	37.98
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	0.00	4,934.00	11,000.00	6,066.00	55.15
DEPARTMENT: 81004 - TUIT WAIVER CTZ IN	0.00	3,500.00	7,725.00	151,000.00	143,275.00	94.88
DEPARTMENT: 81006 - TUIT WAIVER FINE A	0.00	0.00	0.00	106,000.00	106,000.00	100.00
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	1,750.00	0.00	1,750.00-	0.00
DEPARTMENT: 94000 - STUDENT CENTER	0.00	1,668.79	9,978.76	43,971.00	33,992.24	77.31
FUND: 11 - GENERAL	142,858.87	1,529,561.27	7,785,793.05	15,538,563.00	7,609,911.08	48.97

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 12010 - ACCOUNTING	0.00	5,463.81	28,855.04	63,249.00	34,393.96 54.38
DEPARTMENT: 12011 - MID-MANAGEMENT & B	28.05	0.00	0.00	241.00	212.95 88.36
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	8,206.22	30,064.72	46,882.00	16,817.28 35.87
DEPARTMENT: 12200 - ADN PROGRAM	150.00	17,242.13	114,079.64	336,883.00	222,653.36 66.09
DEPARTMENT: 12201 - LPN PROGRAM	150.00	23,422.26	140,622.06	337,302.00	196,529.94 58.27
DEPARTMENT: 12202 - EMT	9,765.00	20,504.19	97,402.60	194,760.00	87,592.40 44.97
DEPARTMENT: 12203 - ALLIED HEALTH	15,902.20	16,579.16	87,350.91	201,799.00	98,545.89 48.83
DEPARTMENT: 12210 - AGRICULTURE	0.00	4,699.79	26,300.28	62,288.00	35,987.72 57.78
DEPARTMENT: 12211 - ANIMAL SCIENCE	3,074.54	16,907.97	77,291.68	115,309.00	34,942.78 30.30
DEPARTMENT: 12220 - JOHN DEERE AG TECH	875.00	16,563.63	104,812.40	192,374.00	86,686.60 45.06
DEPARTMENT: 12230 - AUTO MECHANICS	38,600.00	16,393.79	73,118.65	136,730.00	25,011.35 18.29
DEPARTMENT: 12240 - CRIMINAL JUSTICE	0.00	11,193.51	68,710.47	146,598.00	77,887.53 53.13
DEPARTMENT: 12241 - FIRE SCIENCE	17,384.62	9,704.51	52,694.44	81,392.00	11,312.94 13.90
DEPARTMENT: 12250 - COSMETOLOGY	0.00	11,288.62	57,498.17	127,957.00	70,458.83 55.06
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	33.69	0.00	33.69- 0.00
DEPARTMENT: 12273 - WELDING	7,715.51	22,402.51	129,573.97	293,099.00	155,809.52 53.16
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	12,671.71	79,538.99	571,317.00	491,778.01 86.08
DEPARTMENT: 62050 - ONE-TIME PURCHASES	0.00	0.00	16,250.00	0.00	16,250.00- 0.00
FUND: 12 - PTE FUND	93,644.92	213,243.81	1,184,197.71	2,908,180.00	1,630,337.37 56.06

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	1,524.57	14,521.67	56,750.00	42,228.33 74.41
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	0.00	3,637.00	3,637.00 100.00
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	133.70	2,801.02	3,488.20	687.18 19.70
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	2,604.15	8,887.82	21,168.76	12,280.94 58.01
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	0.00	148,926.14	156,381.28	7,455.14 4.77
DEPARTMENT: 55012 - CHEERLEADING	0.00	518.75	1,327.09	1,488.47	161.38 10.84
DEPARTMENT: 55008 - VOLLEYBALL	0.00	1,708.39	3,173.97	4,708.01	1,534.04 32.58
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	472.00	899.66	2,670.66	17,583.20	14,440.54 82.13
DEPARTMENT: 31000 - COMMUNITY SERVICE	200.00	0.00	1,368.62	14,500.00	12,931.38 89.18
DEPARTMENT: 55007 - BASEBALL	2,601.00	3,720.68	11,475.92	14,449.94	373.02 2.58
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	0.00	89.57	89.57 100.00

DEPARTMENT: 55015 - MEN'S GOLF 0.00 470.19 1,355.09 2,000.00 644.91 32.25
 DEPARTMENT: 55009 - WOMEN'S SOCCER 0.00 0.00 0.00 81.53 81.53 100.00
 DEPARTMENT: 55003 - MEN'S TRACK 0.00 488.66- 928.88 2,500.00 1,571.12 62.84

FUND: 14 - ADULT SUPPLEMENTARY ED 3,273.00 11,091.43 197,436.88 298,825.96 98,116.08 32.83

01/08/20 Annual Budget Report Ending 12/31/19 Page: 4

Fiscal Year: 2020 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	1,247.57	21,119.69	25,500.00	4,380.31 17.18
DEPARTMENT: 94000 - STUDENT CENTER	1,875.09	2,729.24	86,476.58	284,435.00	196,083.33 68.94
DEPARTMENT: 95000 - STUDENT HOUSING	31,169.91	141,748.89	1,343,789.32	2,906,702.00	1,531,742.77 52.70
DEPARTMENT: 98000 - COSMETOLOGY	479.50	1,272.64	81,791.51	153,836.75	71,565.74 46.52
DEPARTMENT: 97000 - BOOKSTORE	175,956.03	14,774.28	189,767.72	594,091.00	228,367.25 38.44

FUND: 16 - AUXILIARY ENTITIES 209,480.53 161,772.62 1,722,944.82 3,964,564.75 2,032,139.40 51.26

/08/20 Annual Budget Report Ending 12/31/19 Page: 5

Fiscal Year: 2020 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	8,745.00	99.00	1,280.20	13,000.00	2,974.80 22.88
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	0.00	16,824.00	16,824.00 100.00
DEPARTMENT: 00000 - GENERAL	0.00	13,225.00-	13,225.00-	13,225.00-	0.00 0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	20,900.68	83,451.22	329,840.00	246,388.78 74.70
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	5,783.92	34,780.81	78,794.10	44,013.29 55.86
DEPARTMENT: 11040 - SCIENCE	0.00	861.20	861.20	4,000.00	3,138.80 78.47
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	209.74	5,000.00	4,790.26 95.81
DEPARTMENT: 11040 - SCIENCE	0.00	2,906.55	9,406.55	42,623.00	33,216.45 77.93
DEPARTMENT: 42005 - DEAN OF TECHNICAL	28,160.27	3,127.95	56,241.11	107,765.00	23,363.62 21.68
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	35.27	35.27 100.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	0.00	0.00 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	0.00	0.00 0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	2,375.44	104,036.93	104,036.93	0.00 0.00
DEPARTMENT: 11040 - SCIENCE	4,315.78	2,641.90	18,802.90	66,608.40	43,489.72 65.29

FUND: 22 - RESTRICTED GRANTS 41,221.05 25,471.64 296,092.72 817,323.09 480,009.32 58.73

Garden City Community College

01/08/20 Annual Budget Report Ending 12/31/19
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	0.00	12.00	11,445.00	16,797.94	5,352.94 31.87
DEPARTMENT: 50000 - DIRECTOR OF ATHLET	0.00	0.00	1,563.72	0.00	1,563.72- 0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	0.00	0.00	7,806.08	0.00	7,806.08- 0.00
=====					
FUND: 23 - OTHER RESTRICTED FUNDS	0.00	12.00	20,814.80	16,797.94	4,016.86- 23.90-

01/08/20 Annual Budget Report Ending 12/31/19
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	0.00	16,162.64	83,069.18	174,984.00	91,914.82 52.53
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	0.00	2,284.82	5,249.00	2,964.18 56.47
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	9,737.00	67,090.50	171,918.00	104,827.50 60.98
DEPARTMENT: 12200 - ADN PROGRAM	0.00	3,926.03	7,979.44	0.00	7,979.44- 0.00
DEPARTMENT: 00000 - GENERAL	0.00	50,000.00-	50,000.00-	50,000.00-	0.00 0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	150.00	2,977.50	18,376.51	50,000.00	31,473.49 62.95
=====					
FUND: 24 - ADULT EDUCATION	150.00	17,196.83-	128,800.45	352,151.00	223,200.55 63.38

01/08/20 Annual Budget Report Ending 12/31/19
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	18,125.00	0.00	9,855.00	1,087,799.00	1,059,819.00 97.43
=====					
FUND: 61 - CAPITAL OUTLAY	18,125.00	0.00	9,855.00	1,087,799.00	1,059,819.00 97.43

Options - All Statuses

Fiscal Year: 2020

FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 50000 - DEAN OF STUDENT SE	12,122.85	34,073.11	367,000.03	685,125.42	306,002.54 44.66
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	67.68	3,860.65	16,200.00	12,339.35 76.17
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	0.00	0.00	0.00 0.00
DEPARTMENT: 50000 - DEAN OF STUDENT SE	387.97	1,129.34	2,370.19	19,882.35	17,124.19 86.13
=====					
FUND: 71 - ACTIVITY/ORGANIZATION FD	12,510.82	35,270.13	373,230.87	721,207.77	335,466.08 46.51

Fiscal Year: 2020

FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available % Avail
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	37,470.65	44,000.00	6,529.35 14.84
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	39,537.14	44,000.00	4,462.86 10.14
DEPARTMENT: 55003 - MEN'S TRACK	0.00	0.00	17,500.00	25,000.00	7,500.00 30.00
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	0.00	10,250.00	25,000.00	14,750.00 59.00
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	0.00	24,382.00	35,000.00	10,618.00 30.34
DEPARTMENT: 55006 - FOOTBALL	0.00	17,864.00	159,188.92	165,000.00	5,811.08 3.52
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	20,235.00	40,000.00	19,765.00 49.41
DEPARTMENT: 55008 - VOLLEYBALL	0.00	0.00	19,845.92	42,000.00	22,154.08 52.75
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	23,000.00	30,000.00	7,000.00 23.33
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	24,115.00	30,000.00	5,885.00 19.62
DEPARTMENT: 55012 - CHEERLEADING	0.00	1,532.00	20,325.00	15,000.00	5,325.00- 35.49-
DEPARTMENT: 55013 - DANCE TEAM	0.00	0.00	0.00	5,000.00	5,000.00 100.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	0.00	15,500.00	32,000.00	16,500.00 51.56
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	7,250.00	11,000.00	3,750.00 34.09
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	0.00	14,239.00	32,000.00	17,761.00 55.50
DEPARTMENT: 11025 - JOURNALISM	0.00	0.00	1,750.00	11,000.00	9,250.00 84.09
DEPARTMENT: 11030 - ART	0.00	0.00	2,400.00	11,000.00	8,600.00 78.18
DEPARTMENT: 11031 - DRAMA	0.00	0.00	1,900.00	10,000.00	8,100.00 81.00
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	6,050.00	15,000.00	8,950.00 59.67
DEPARTMENT: 11033 - INST MUSIC	0.00	0.00	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	0.00	13,150.00	20,000.00	6,850.00 34.25
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	600.00-	23,925.00	20,000.00	3,925.00- 19.62-
DEPARTMENT: 81005 - TUIT WAIVER FCHS	0.00	0.00	12,957.15	31,000.00	18,042.85 58.20
DEPARTMENT: 81007 - ACADEMIC SCHOLARSH	0.00	0.00	8,518.00	0.00	8,518.00- 0.00
=====					
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	18,796.00	535,088.78	774,000.00	238,911.22 30.87

Garden City Community College
12/31/2019

	<u>Amount</u>	<u>% Rate</u>
Cash in Bank:		
Commerce Bank	\$ 891,940.89	0.0000%
State Municipal Invest. Pool	\$ 34,782.36	1.2500%
Landmark National Bank	\$ 77,242.05	1.5600%
	<u>\$ 1,003,965.30</u>	

	<u>Type</u>	<u>Amount</u>	<u>% Rate</u>	<u>Beg. Date</u>	<u>Maturity</u>
Investments:					
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>\$ 4,000,000.00</u>			
 Total		 <u><u>\$ 5,003,965.30</u></u>			

Agenda No: III-D

Date: January 14, 2020

Topic: Approval for Purchase of Digital Scoreboard for Dennis Perryman Athletic Complex

Presenter: Dr. Ryan Ruda

Background Information:

The college explored options for updating the scoreboard in the Dennis Perryman main gym to incorporate a digital video board. Several companies were reviewed and one was selected as the best product and cost. Upon determining the vendor to use, Greg McVey and I met with three business owners and local supporters of GCCC in regards to making a philanthropic contribution to the college towards the purchase of the sign. Three local business owners have agreed to fund the cost of the digital scoreboard at \$25,000 each. The overall cost of the sign is \$114,900 and the vendor is Digital Scoreboard. An additional bid from Nevco, Inc. was received in the amount of \$128,920. The additional funding for this sign will be covered through Pepsi grant funds at \$5,000 annually and through BAA at \$5,000 annually over the course of five years. The college will formally bid this project as a five-year term lease purchase agreement. In addition to athletic events, this video board will be used for recruitment events, commencement as well as fundraising and community events that use the Dennis Perryman main gym. It will provide an unique and updated environment at GCCC.

Budget Information:

All funds for the purchase of the digital sign are private and/or grant funds.

Recommended Board Action:

Approve the purchase of the video scoreboard through Digital Scoreboard. The college will bid and secure a five-year term lease purchase to finalize the purchase of the video board.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

Topic: Approval of the Construction Trades Cert A Program

Presenter: Dr. Ryan Ruda

Background Information:

For the past several months, with the help of Finney County Economic Development, the college has been in conversation with the Southwest Kansas Builder’s Association about the need for formalized training in construction trades. This formalized training will help local industry keep up with unprecedented rates of construction in the local area. The college has also been in conversation with local school districts 457 and 363 about opportunities for cost sharing and additional Excel in CTE course options for high school students.

The result of these conversations is the proposed 18-credit hour Certificate A option in Construction Trades. This proposed credential aligns with the National Center for Construction Education and Research (NCCER) Carpentry Level I credential. This nationwide credential ensures that the program content is relevant to industry needs. The college has also received specific feedback on the proposed curriculum from the Southwest Kansas Builders Association, who will serve as the college’s ongoing advisory committee for the program.

The 18-credit option aligns with the Kansas Board of Regents Postsecondary Technical Education Authority alignment requirements, ensuring the courses will be eligible for state tiered funding reimbursement, Excel in CTE reimbursement, and Perkins funding. The curriculum could be expanded in future to include additional certificates or an A.A.S. degree.

The option is proposed to be available to students starting August 2020.

The College’s Curriculum and Instruction Committee approved the Construction Trades Cert A option at their December 13, 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 Construction Trades Cert A program option.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

Agenda No: III-F

Date: January 14, 2020

Topic: Board Action regarding acceptance of the 2018-19 Audit

Presenter: President, Dr. Ryan J. Ruda

Background Information: The annual financial audit was conducted by Lewis, Hooper & Dick, LLC. The audit includes the Garden City Endowment Association and the Broncbuster Athletic Association. The audit resulted in an unmodified opinion which is the highest opinion rating available for financial audits.

Budget Information:

The cost to the college for the annual financial audits (including BAA and endowment) is \$76,915.

Recommended Board Action:

Accept the unmodified opinion audit as presented by Lewis, Hooper & Dick, LLC.

Board Action Taken: Approved Disapproved
 Ayes Nays No Action

Board Member Notes:

January 2020 Monitoring Report

General Executive Constraints

EXECUTIVE LIMITATIONS

BI-ANNUAL

General Executive Constraints #7

Page 9

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

CEO's Interpretation: Purchases falling within the \$10,000 and \$50,000 will be bid competitively, with preference given to the best bid. A local business being defined as one which is a Finney County taxpayer, will be considered with a 10% premium margin for purchases within the same defined budget range.

Data Directly addressing the CEO's Interpretation:

Purchases over \$10,000 require a Bid Sheet with written comparative prices. The Bid Sheet is reviewed by Accounts Payable to assure that college policy is being followed.

Purchases over \$10,000 made during the past six months were reviewed;

#34 purchases required bid sheets.

- 13 of the 34 purchases were made to local vendors.
- 21 of the 34 purchases were single source vendors.
 - 7 of the 21 single source vendors were local vendors.

Board of Trustees Agenda January 14, 2020

January 2020 Monitoring Report

Information and Advice

EXECUTIVE LIMITATIONS

Information and Advice #2

BI-ANNUAL

Page 13

The President shall not permit the Board to be unaware of relevant trends, anticipated adverse media coverage, actual or anticipated legal actions, significant external and internal changes, particularly changes in the assumption upon which any Board policy has previously been established.

CEO's Interpretation: The Board shall be apprised and able to answer questions and concerns with the public. The President must keep the Board informed of all necessary items and topics at all times, including items which may be addressed by media, pending litigation or other pertinent information.

Data Directly addressing the CEO's Interpretation:

The President informs the Board of any possible litigation or media coverage by use of email or direct contact by phone. Any significant personnel changes are communicated through frequent updates. Any pertinent policy changes or information impacting budget are communicated directly with the Board. Information from national, state, regional or local agencies is communicated directly with the Board. A weekly memo that summarizes the week's activities and events is provided to the Board. The President also keeps the Board informed of relevant trends, campus activities and general updates during the President's report at the monthly Board meetings.

EXECUTIVE LIMITATIONS

Information and Advice #3

BI-ANNUAL

Page 9

The President shall not fail to advise the Board if, in the President's opinion, the Board is not in compliance with its own policies on GOVERNANCE PROCESS and BOARD-PRESIDENT RELATIONSHIP, particularly in the case of Board behavior which is detrimental to the work relationship between the Board and the President.

CEO's Interpretation: It is the President's role and responsibility is to lead the college while providing oversight to comply with college and Board policies. It is incumbent on the President to be familiar with and utilize board policies which advise board governance. If a situation should arise in which the President determines that there is a conflict with a governance process, it is the President's responsibility to discuss the conflict or activity with the board chair and the rest of the board. It is also the role of the President to hold meetings with the board appointed Policy Governance Officer to discuss governance policies and process.

Board of Trustees Agenda January 14, 2020

Data Directly addressing the CEO’s Interpretation:

No incidents have been documented or communicated with the Board Chair or board members by the President since the last annual report. The Board has a regularly established review of policies at monthly meetings. The Board hosted consulting sessions on policy governance with Lon Pishny in July and August to review and discuss the 11 principles of policy governance. Additionally, the President held a meeting with the Policy Governance Officer and Board Chair in the fall 2019 semester in which governance policies and procedures were discussed as well as reporting timelines.

EXECUTIVE LIMITATIONS	BI-ANNUAL
Information and Advice #5	Page 13
The President shall not fail to deal with the Board as a whole except when fulfilling or responding to individuals or committees duly charged by the Board.	

CEO’s Interpretation: The President interacts with the Board as a whole, even if individual requests are received. The President welcome individuals requests which will help assist the board with meeting duties and obligations as a member of the governing board.

Data Directly addressing the CEO’s Interpretation:

Individual requests for information have been received and all information requested have been produced for all board members.

JANUARY 2020 MONITORING REPORT

ASSET PROTECTION

EXECUTIVE LIMITATIONS	ANNUAL
Asset Protection #1	Page 14
The President shall not fail to insure against property and casualty losses or against liability losses to board members, staff, or the organization itself in an amount prudent and advisable under Kansas law.	

CEO’s Interpretation: The administration will coordinate with an independent insurance agency to periodically review property and casualty coverage to insure that the college is adequately protected against financial loss. Insurance and asset protection information will be provided to the Board annually for review.

Data directly addressing the CEO’s interpretation: Property insurance coverage is provided by MHEC (Midwest Higher Education Compact). There are a number of carriers providing coverage in this program. Liability, Crime and Automobile coverage is provided by Wright Specialty, which uses Catlin as the carrier. Our agent is IMA, Inc.

The following are current values (July 1, 2019– June 30, 2020):

Blanket Buildings, Personal Property and PP in open.....	\$87,518,943
Business Income/Extra Expense.....	\$ 9,832,201
Electronic Data Processing Equipment/Data & Media.....	\$ 2,034,930
Contractors Equipment.....	\$ 633,351
Fine Arts	<u>\$ 50,000</u>
TOTAL BLANKET LIMIT FOR ALL COVERAGE	\$100,069,605

Current coverage:

Blanket Limit Above at Replacement Cost/Agreed Amount \$25,000 deductible, except Earthquake, Hail and Tornado

General liability:

General aggregate limit.....	\$2,000,000
Each occurrence limit.....	\$1,000,000

Law Enforcement Liability:

Aggregate for each policy term.....	\$1,000,000
Each occurrence.....	\$1,000,000
Deductible – per claim.....	\$ 2,500

School District Educators Legal Liability:

Aggregate for each policy term.....	\$1,000,000
Each occurrence.....	\$1,000,000
Deductible – per claim.....	\$ 5,000

Commercial Umbrella “liability”:

Aggregate limit.....	\$3,000,000
Occurrence limit.....	\$3,000,000

Cyber Risk

Third Party Liability Limit.....	\$1,000,000
Deductible – per claim.....	\$ 10,000

Insurance for college Vehicle Fleet Liability

Bodily injury/property damage.....	\$ 1,000,000	single limit
Medial payments.....	\$ 5,000	each person
Uninsured motor vehicle bodily injury.....	\$ 1,000,000	per accident
Comprehensive on scheduled vehicles.....	\$ 500	deductible
Collision on scheduled vehicles	\$ 500	deductible

Worker’s Compensation

July 1, 2019 to June 30, 2020

1st Dakota Indemnity - Agent -Keller Leopold
Workers Compensation: Statutory Benefits

These policies protect the institution adequately against possible property losses and personal liabilities. They meet the legal requirements of the state.

EXECUTIVE LIMITATIONS ANNUAL Asset Protection #2 Page 14
The President shall not allow unbonded personnel access to significant amounts of funds.

CEO’s Interpretation: The College maintains a Treasurer’s Bond on the Vice President of Administrative Services/CFO. The Bond provides coverage for employee dishonest and faithful performance of duties by the CFO. The college also maintains employee dishonesty insurance that protects the institution form employee theft.

Data directly addressing the CEO’s interpretation: Employees are bonded by Markel Insurance Company, part of Wright Specialty Insurance. Our agent is IMA Inc. A Treasurer’s Bond is provided at \$100,000. A blanket bond – Public Employee Dishonesty Coverage – is provided in the amount of \$100,000. All persons are covered (\$1,000 deductible per employee).

This policy meets the requirements for bonding personnel who handle money.

Employer's Liability	\$1,000,000 bodily injury by accident – each accident
	\$1,000,000 bodily injury by disease – each employee
	\$1,000,000 bodily injury by disease – each policy limit

The insurance coverage is sufficient to protect college assets.

EXECUTIVE LIMITATIONS		ANNUAL
Asset Protection	#3	Page 14
The President shall not fail to provide proper oversight of physical plant.		

CEO's Interpretation: The president shall remain apprised of the needs for general maintenance and upkeep for all buildings and equipment.

Data directly addressing the CEO's interpretation: While maintaining over 30 major facilities representing Garden City Community College, it is imperative to incorporate priority budgeting and planning. This past year the following campus needs and improvements have been met:

- Replaced west portion of John Collins Vocational Building metal roof
- Replaced Pauline Joyce Fine Arts – art lab roof
- Purchased and installed new exterior camera's covering main trafficked areas and parking lots
- Replaced 10 40-gallon hot water heaters
- Replaced 3 100-gallon hot water heaters
- Replaced HW holding tank in DPAC
- Replaced Cafeteria lighting with LED lighting
- Installed new gas meter at West Hall
- New Irrigation pump installed
- Purchased 30 new desktops for Athletics.
- In coordination with the City of Garden City, we capped and sealed all campus roads
- Installed 5 new campus light poles in the quad with plans to continue to install lighting throughout the entire campus
- Installed software updates
- Replaced main electrical supply to DPAC in North Tunnel
- Implemented a new College Website
- Remodeled Nursing offices
- Remodeled IT Office
- Remodeled Cosmetology lab
- Remodeled 4 Broncbuster Suites
- Remodeled Marketing office
- Purchased (2) 15-Passenger Transit vans
- Replaced South tunnel cap (Facilities office- ACAD)
- Replaced Hydronic Piping in south tunnel

- Replaced Electrical wiring and lighting in south tunnel
- VOIP phones installation complete
- Painted shops in JCVT
- Purchased new signage for GCCCA
- Installed a drive through gate and entry way for John Deere
- Removed all ammonia equipment from Annex and remodeled all classrooms for John Deere.
- Repaired all campus housing

EXECUTIVE LIMITATIONS		ANNUAL
Asset Protection	#4	Page 14
The President shall not unnecessarily expose the organization, its board or staff to claims of liability.		

CEO’s Interpretation: The President shall have prudent controls and assessments of assets, agreements and human resources to ensure the maximum protection to the institution, employees and governing board.

Data directly addressing the CEO’s interpretation: Institutional practices and procedures are reviewed by the college’s legal counsel and in consultation with Kansas Association of School Boards for compliance and institutional asset protection. The president meets regularly with the college’s administrative cabinet and College Council to provide opportunities to discuss activities of the college and determine if there may be any negative exposure, concerns or liabilities for the board, staff or institution.

EXECUTIVE LIMITATIONS		ANNUAL
Asset Protection	#6	Page 14
The President shall not receive, process, or disburse funds under controls that are insufficient to meet the auditor’s standards.		

CEO’s Interpretation: All processes that involve receiving, processing or disbursing funds are evaluated internally and the auditors review processes and internal controls during their annual audit.

Data directly addressing the CEO’s interpretation: The college undergoes annual financial audits in accordance with state, federal and GASB requirements. The FY2019 audit was recently completed and presented to the board. There were no errors or reportable conditions.

The President shall not acquire or dispose of assets valued over \$50,000.

CEO's Interpretation: Current Board policy requires Board approval on purchases of \$50,000 or more therefore any items appraised or valued at \$50,000 or more will be presented to the Board for action to sell or dispose. Values will be determined utilizing the best information available to the administration i.e., vendor or certified real property appraisers. It is the intent of administration to maintain a clutter free and clean campus, which on occasion may require disposal of accumulated property.

Data directly addressing the CEO's interpretation:

In 2018-19, the Board authorized one asset purchases that exceeded \$50,000

- Classroom Projector Replacement - \$64,950

In 2018-19, there were no property disposal of assets valued over \$50,000.

Incidental Information
January 2020

Karla Armstrong, Vice President for Administrative Services/CFO:

Maintenance:

- Installed new appliances in the kitchen (two flat tops, one grill, one oven, two traditional stoves)
- Replaced broken fire rated door in SCSC
- Performed cleaning and maintenance on the boiler at the west hall dorms
- Set up and tear down for holiday events
- Built and installed shelving for nursing dept
- Replaced lights in racquetball courts
- Performed and completed alterations to the bleachers in the main gym (disassembly, moving, and re-assembly)
- Installed wiring and projector in choir room
- Replacement of several HVAC blower motors across campus (DPAC, ADMIN, etc.)

Information Technology:

- Continued work on self-service installation for online enrollment.
- Completed user/department docs transition to Windows Server 2019.
- Finishing up moves off Server 2008 R2 before it is end of life.
- Successfully transitioned all Windows 7 machines to Windows 10 before end of life in January 2020.

Grounds:

- Continue to winterize campus
- Merged with maintenance for winter to start cross training

Custodial:

Set-ups:

- BAA luncheon
- Monthly board meetings
- Tyson classes

Coverage:

- Completed helpdesk

Board of Trustees Agenda January 14, 2020

Transportation:

December was a slow month for sports team travel, the only long trip was to take students to Wichita to make air and bus trips over Christmas break. However, the smaller vehicles received a good amount of use on recruiting trips.

The coach buses were in for their mid-year service, in addition to the regular preventative items the following repairs were completed.

- Bus #8 had all of the fuel injectors replaced and the front brakes and rotors replaced.
- Bus #4 had the front brakes and rotors replaced
- Bus #1 had the clutch that drives the radiator fan replaced.

Fleet Vehicle use

Label	Year Make Model	Distance Traveled (mi)	Days Utilized	Trips	End Miles
#50	2012 FORD FUSION	3,263.70	18	140	275,756
#51	2012 FORD FUSION	4,652.10	13	85	256,470
#52	2012 FORD FUSION	4,611.20	15	98	250,404
#55	2017 CHEVROLET IMPALA	1,489.60	7	31	46,577
#60	2011 DODGE GRAND CARAVAN	2,562.40	11	95	202,596
#61	2011 DODGE GRAND CARAVAN	1,914.80	8	34	121,633
#62	2016 DODGE GRAND CARAVAN	1,153.00	8	54	95,515
#63	2016 DODGE GRAND CARAVAN	3,373.10	11	64	88,332
#70	2019 FORD TRANSIT PASSENGER	164.4	4	12	6,632
#71	2019 FORD TRANSIT PASSENGER	574.3	9	26	8,009
#74	2005 CHEVROLET EXPRESS	0.00	0	0	170,026
#75	2005 CHEVROLET EXPRESS	0.00	0	0	189,017
#76	2004 GMC SAVANA	0.1	1	2	188,678
#77	2013 FORD E-SERIES WAGON	0.1	1	1	120,293
#85	2009 DODGE GRAND CARAVAN	10.5	2	11	268,597
#87	2009 DODGE GRAND CARAVAN	0.6	5	16	285,317
#88	2009 DODGE GRAND CARAVAN	157.3	5	15	204,317
#89	2010 DODGE CARAVAN	15.7	4	6	242,712
BUS#1	2012 MCI J 4500	4.5	6	11	355,670
BUS#4	1998 MCI 102E SERIES	23.5	5	5	553,293
BUS#5	2013 FORD F550 BUS CONV.	410.8	4	8	131,872
BUS#8	2011 MCI J4500	96.1	4	6	393,367

Business Office and Payroll:

- Working on prep work for 2019 1098T's
- Send emails to students to opt in to receive 1098Ts electronically
- Preparing information for 2019 W2's
- Preparing information for 1095C's
- Working on the payroll conversion to Paycom

Board of Trustees Agenda January 14, 2020

Human Resources Board Report

New Employees:

Alexis “Lexi” Clark, Assistant Soccer Coach, January 6, 2020

Kimberlyn “Kimmy” Basinger, Nursing Department Secretary, January 6, 2020

Amy Waters, Nursing Instructor, January 8, 2020

Transfers:

None to report

Separations:

Sarah Lemmons

Omega Tandy

Londaryl Perry

Ashley Salazar

Open Positions:

Currently, there are eight on-campus position postings:

Dean/Director of Institutional Effectiveness and Accountability

Director of Marketing and Public Relations

Assistant Athletic Trainer

Assistant Track Coach- In progress

Industrial Maintenance Instructor

Campus Police Officer

Campus Safety Officer

GCCCA Receptionist (part-time)

Projects for the Human Resources Department include:

- HRIS platform set-up and Implementation- NeoGov; Kickoff call 10/29/2019
- Paycom, Onboarding platform
- Continuing with procedural review (Personnel Policies & Procedures)
- Working on the development of employee and faculty handbooks
- Department Assessment Review Process (Human Resources Operations Manual)

Board of Trustees Agenda January 14, 2020

Bookstore

Broncbuster Bookstore personnel are busy getting ready for the students return. We are filling shelves with supplies and new merchandise. Spring ID stickers are ordered and should be arriving any day now.

We are in the process of updating the merchandise on the website making it new and fresh for the spring semester.

And our new trailer is receiving it's new look, being wrapped beautifully by AJ Graphics.

Marc Malone, Vice President for Instruction:

Math

Within the department, many math courses offer students incentives to visit the Comprehensive Learning Center (CLC) for test reviews. The department studied data on student success during the Fall 2019 semester and found that students who attended a review session in the CLC **scored 5% higher** than students who did not attend a session. This study was based on data from over 1,000 exams administered during the Fall 2019 semester. This information will be used to expand advertising to students about the power of tutoring for their academic success.

Science and Math Club

During the Fall 2019 semester, students in the Science and Math Club participated in community service, visiting the Georgia Matthews Elementary School and performing science demonstrations for local students.

Nursing

The Nursing program hired Amy Waters, an additional full-time faculty member starting for the Spring 2020 semester. The Nursing program also hired a new Penka building secretary, Kimberlyn Basinger, after Jennifer Hill took the Nursing Student Success Coordinator position, partially-funded by a KBOR grant.

John Deere

American Implement has delivered the first of two combines for students to use in class this spring. This continued industry partnership helps students get career ready by working on state-of-the-art equipment.

Sophomore students are out on internship now. This is a great opportunity for them to learn more about the inner workings of the John Deere corporation from a hands-on viewpoint and connects with the Board of Trustees policy on Work Preparedness, ensuring students will be prepared for success in the workplace.

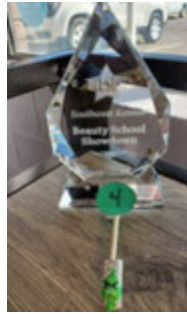
Board of Trustees Agenda January 14, 2020

EMT

The EMT faculty will teach classes at Colby and Leoti this spring, in addition to classes here at the college, increasing connections in our local communities.

Cosmetology

In December the Cosmetology students participated in the “Southwest Beauty School Showdown” between Seward County Community College, Dodge City Community College, and GCCC. Citlaly Navarrette, a GCCC student, won the nail art competition with her “Grinch Nail” design.



Colin Lamb, Vice President for Student Services:

Student Health Services

December Events -“Holiday Blues”event-100 attendees sponsored by Genesis, Family Crisis & Student Health Services

Upcoming Event

STI- Sponsored by Finney County Health Department, Family Crisis, Student Health Services

CAMP

All students participating in CAMP last Fall have enrolled for the Spring Semester – 100% retention on this group for their freshman year.

For next year, Year 2 of the grant, CAMP has already received and accepted 10 applications from area high school students.

Student Support Services

SSS is getting ready for the SSS College Fair on Wednesday, January 22, from 12:00 noon to 4:00 PM. It will be open to any GCCC student. The event will take place in the Endowment Room. Also, we are busy working on the proposal to the US Department of Education for continued funding in the 2020-2025 grant cycle.

Student Services Board Report – from financial aid office

GCCC Financial Aid Director, Melinda Harrington and Assistant Director, Jill Lucas attended the Federal Student Aid (FSA) Training Conference in Reno Nevada December 3-6, 2019. The FSA Training Conference for Financial Aid Professionals is the largest training program in the United States serving the financial aid community, and ultimately the students and families seeking an education beyond high school. The FSA Training Conference is not for government employees. It is training provided for financial aid professionals by the government for those institutions receiving Title IV funds. FSA is a part of the U.S. Department of Education and is the largest provider of college and career school student financial aid in the nation.

Each year, FSA provides billions in grants, loans, and work-study funds to help students pay for college or career school. In Fiscal Year 2018, FSA delivered more than \$120 billion in aid to almost 13 million students at nearly 6,000 schools. FSA also manages and oversees a loan portfolio in excess of \$1.4 trillion in outstanding loans, representing approximately 43 million borrowers. World-wide annually, approximately 6,000 financial aid professionals attend this free training to learn more about federal regulations and new legislation passed by Congress, gain hands-on experience using the student loan data systems, interact with federal subject matter experts, and network with peers and colleagues to share industry best practices.

Attendance and participation at the FSA conference keeps the financial aid staff abreast of new federal financial aid regulations and legislation, allows for face-to-face interactions with federal subject matter experts, enhances knowledge, skill, and proficiency of financial aid while providing an environment to network and create new relationships with other financial aid professionals.

FSA Conference Highlights from Washington DC:

Education Secretary Betsy DeVos, in the opening session recommends improving FSA oversight & transparency with proposal for organizational and structural changes to help FSA meet its mission and objectives as a Performance Based Organization (PBO). The PBO model is intended to replicate some of the flexibilities and accountability of the private sector however with some independent oversight composed of various stakeholders. The student aid office has an expansive mission with a portfolio of \$1.5 trillion in total student debt, rising loan defaults and mounting consumer complaints of poor loan servicing and abusive debt collection practices. It provides more than \$150 billion a year in federal grants, loans and work-study funds to college students, and has become one of the nation's largest lenders. DeVos argues that the student aid office is burdened by political mandates from Congress that have added to the complexity of the lending system, with myriad repayment options, forgiveness plans and rules that often confuse families. Given the scope of the office's responsibilities, DeVos said it could best serve students as an independent entity run by an apolitical board of governors. The Federal Student Aid office "simply cannot satisfy the ever-changing political whims of Washington," DeVos said. "We should be talking about the benefits of professional, experienced leadership who, as in the private sector, would be responsible for setting strategy, for overseeing the management of the loan portfolio, for ensuring institutions hold up their end of the bargain and for reporting to Congress."

NextGen FSA- The Education Department rolled out a slick new studentaid.gov website, replacing multiple sites with information for student borrowers. The newly revamped College Scorecard website

was re-introduced as an improved resource for students/parents. Other sites will be merged for financial aid professionals as a one stop portal.

FAFSA verification improvement- Using a new machine-learning model, FSA has been able to reduce verification selections from 30% to 22%!! (since 10/1/18) That's roughly 900,000 fewer students having to go through the verification grinder. All of this being done without sacrificing program integrity.

Future Act -an important piece of bipartisan legislation that will make significant improvements to the federal financial aid system (approved/signed by President Trump 12/26/19). In addition to providing much-needed permanent funding for Historically Black Colleges and Universities and other Minority-Serving Institutions, the bill makes it much easier for students and families to apply for federal financial aid and for student loan borrowers to access affordable student loan repayment options. The bill will also significantly improve program integrity and reduce administrative burden for students and families, schools, and the federal government. The bill achieves these policy goals by allowing IRS to share taxpayer data directly with the Department of Education (ED). This fix will streamline the FAFSA-filing process by allowing an individual to have their income data directly imported into the form rather than requiring them to manually import the information in a cumbersome, multi-step process. This direct data sharing will also reduce the need for FAFSA verification, an audit-like process that disproportionately impacts low-income students, and will significantly reduce improper payments. The bill's passage into law marks the end of a years-long effort from a broad and diverse group of policymakers and other stakeholders.

Sessions we attended are not only used/shared within the financial aid office; we also bring back info and presentations for other departments at GCCC (business office, clery act, academics, etc.) to ensure compliance and maintain our institutional capability for Title IV funding and FSA. Overall it was a very good and informative conference- FSA working hard with new improvements/technology for students and financial aid professionals! We thank GCCC Administration for making this training a top priority