GARDEN CITY COMMUNITY COLLEGE
801 Campus Dr. • Garden City, KS 67846
www.gcccks.edu • 620-276-7611

March 18, 2025

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, March 18, 2025.** The meeting will be held in the Omar D. Angeles Endowment Room in the Beth Tedrow Student Center, Garden City Community College Campus.

For PUBLIC COMMENTS please contact Jodie Tewell, jodie.tewell@gcccks.edu by 5:00 pm CST Tuesday, March 18, 2025.

5:00 PM Dinner in the **Broncbuster Room**

6:00 PM Regular board meeting called to order in the **Omar D. Angeles Endowment Room** located in the BTSC Building.

AGENDA

I. CALL TO ORDER

A. Comments from the Chair
B. Report from SGA
C. Introduction of New Employees
D. Report from Faculty Senate
E. C and C Audit
F. Rural Housing Update

II. CONSENT AGENDA – ACTION

A. Approval of minutes of previous meetings 2.20.2025 ……..….page 5
B. Approval of personnel actions – Human Resources…..……..page 11
B-1. Humans Resources Report.……page 12
B-2. Adjunct/Outreach Contracts ……..……..page 13
C. Financial Information…… ……..……page 16
C-1 Checks Processed in excess of $50,000 ..……page 18
C-2. Revenues …..……...page 19
C-3. Expenses ……..……...page 21

C.4 Cash in Bank…..…….page 33
D. Fees and Tuition …..……. page 34
E. 2024-25 Capital Outlay Budget Amendment..……. page 37

III. CONFIRMATION OF MONITORING REPORTS

A. Monitoring Reports and ENDS – Consensus Approval
A-1. Bi-Annual, Gen Executive Constraints #2 ..…..…….page 48
A-2. Annual, General Executive Constraints #10……..page 50
A-3. Annual, Essential Skills…..……... page 59
B. Review Monitoring Reports
B-1. Annual, Personal Enrichment ……...page 75

IV. OTHER

A. Open Comments from the public
1. Public Comment: 20 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…….page 76
D. Reports From FCEDC
E. Report from KACC

V. OWNERSHIP LINKAGE

Upcoming Calendar Dates

March 19, 2025, Chamber Breakfast; Clarion Inn at 7:30 am
March 20 through March 23, 2025, Spring Break Campus Closed
March 25, 2025, Baseball vs McCook Community College at 1:00 pm
March 26, 2025, Softball vs Colby Community College; 1:00 and 3:00 pm
March 27, 2025, Baseball vs Pratt Community College at 1:00 and 3:00 pm
March 28, 2025, Men's and Women's Track and Field Broncbuster Invite at Time TBA
March 29, 2025, Men's and Women's Track and Field Broncbuster Invite; Time TBA
March 30, 2025, PTK Spring 2025 Induction; KDB Auditorium; 4:00 pm
April 1, 2025, Baseball vs Otero College 12:00 and 3:30 pm
April 2, 2025, Softball vs Dodge City Community College; 1:00 and 3:00 pm
April 4 through April 6, 2025, GCCC's 58th Annual Rodeo
April 5, 2025, Baseball vs Dodge City Community College; 1:00 and 3:00 pm
April 10, 2025, Baseball vs Barton Community College 1:00 and 3:00 pm
All Employee Meeting; KCB Auditorium, 3:30 pm
April 12, 2025, Softball vs Fort Hays Tech Northwest; 1:00 and 3:00 pm
47th Annual Scholarship Auction; Finney County Fairgrounds; 5:00 pm

April 14, 2025, Lakin Board of Education Presentation; Lakin, 7:00 pm
April 15, 2025, April Board of Trustees Meeting; Dinner at 5:00, Meeting at 6:00 pm
April 18 through April 21, 2025, Campus Closed, Easter Break
April 19, 2025, Legislative Coffee, Omar D. Angeles Endowment Room, 10:00 am
Baseball vs Seward County Community College, 1:00 and 3:00 pm
April 23, 2025, Softball vs Seward County Community College; 1:00 and 3:00 pm
April 24, 2025, Baseball vs Hutchinson Community College; 3:00 pm
Chamber of Commerce Annual Banquet, DPAC, 6:00 pm
April 24, 25, and 26, 2025, Spring Production "Sondheim Tribute Revue" KCB Auditorium, 7:00 pm
April 25, 2025, Hall of Fame Induction; DPAC, 6:00 pm
April 26, 2025, Softball vs Colby Community College; 1:00 and 3:00 pm
May 1, 2, and 3, 2025, Spring Production "Sondheim Tribute Revue" KCB Auditorium, 7:00 pm
May 2, 2025, Real Men Real Leaders Banquet; Omar D. Angeles Endowment Room, 5:00 pm
May 3, 2025, Baseball vs Cloud County Community College, 1:00 and 3:00 pm
May 9, 2025, GCCC Commencement, DPAC, 4:00 and 7:00 pm
May 17, 2025, Legislative Coffee, Omar D. Angeles Endowment Room, 10:00 am
May 20, 2025, May Board of Trustees Meeting; 5:00 Dinner, 6:00 Meeting

Advisory Boards

To Be Determined: Emergency Medical Intensive Care, **David Rupp**
March 26, 2025, at 11:30 am, Construction Trades, JCVT 1302, **David Rupp**
April 4, 2025, To Be Determined, John Deere, **Leonard Hitz**
April 8, 2025, To Be Determined, Crop Production Technology, **David Rupp**
April 10, 2025, To Be Determined, Allied Health, **Merilyn Douglass**
April 16, 2025, To Be Determined, Industrial Production, **Bob Larson**
April 17, 2025, at 11:30 am, Early Childhood Development, JCVT 1302, **Jean Clifford**
April 24, 2025, To Be Determined, Nursing, **Merilyn Douglass**
April 28, 2025, To Be Determined, Cosmetology, **Merilyn Douglass**
May 1, 2025, To Be Determined, Welding, **Bob Larson**

VI. EXECUTIVE SESSION

VII. ADJOURNMENT

Signature:
Dr. Ryan J. Ruda
President

Signature:
Mrs. Shanda Smith
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

Garden City Community College
Board of Trustees
February 20, 2025

Trustees Present: Shanda Smith, Chair
David Rupp, Vice Chair
Dr. Merilyn Douglass, Trustee; Zoom
Leonard Hitz, Trustee
Bob Larson, Trustee; Zoom
Jean Clifford, Trustee; Zoom

Others Present: Dr. Ryan Ruda, President
Karla Armstrong, Vice President for Administrative Services/CFO
Dr. Marc Malone, Vice President for Instructional Services/CAO
Colin Lamb, Vice President for Student Services/AAD
Madilyn Limberg, Executive Director, Marketing and PR
Shelby Hanneman, Computer Support Specialist
Dru Saddler, Associate Professor of Social Science, Faculty Senate President
Theresa Dasenbrock, CPA, Lewis, Hooper, and Dick
Kristen Sekavec, CPA, Lewis, Hooper, and Dick
Tiffany O'Rourke, CPA, Lewis, Hooper, and Dick
Raquel Cuevas, SGA President
Mindy Russell, Accounting Services and Grant Compliance Manager, Zoom
Kim Harrison, Comptroller, Zoom
Meghan Flynn, Garden City Telegram Reporter

I. CALL TO ORDER

Chair Smith called the Board Meeting to order at 6:06 pm.

A. COMMENTS FROM THE CHAIR

Chair Smith presented Trustee Hitz with a plaque honoring him for his term as chair. She commended Anthony Bennett for receiving the Bustin' Buster Award. The Mercer Gallery is hosting an exhibit by Jim Matthews. Chair Smith reminded the trustees to complete the board's annual forms.

B. Report from SGA

No Report

C. New Employees

No New Employees

D. Report from Faculty Senate

The Faculty Senate is currently working on policies and end-of-year activities.

E. Presentation of FY 24 Audit

Theresa Dasenbrock, Kristen Sekavec, and Tiffany O'Rourke presented information on the FY 24 Audit. The audit is a clean report. (Supporting documents filed with official minutes)

F. C and C Energy Audit

Rescheduled to March due to inclement weather.

II. CONSENT AGENDA

Move to approve the consent agenda as printed.

Motion: David Rupp
Second: Leonard Hitz

Ayes: Douglass, Clifford, Smith, Hitz, Rupp, Larson
Nays: None

Motion Carried: 6 – 0

(A) Approval of minutes of previous meetings
(Supporting documents filed with official minutes)

(B) Approval of personnel actions-Human Resources
(Supporting documents filed with official minutes)

(C) Approval of Financial information
(Supporting documents filed with official minutes)

(D.) Approval of FY 24 Audit
(Supporting documents filed with official minutes)

III. CONFIRMATION OF MONITORING REPORTS:

A. **Monitoring Reports and ENDS**…… **Consensus Approval**

A-1. Annual, ENDS, Personal Enrichment

Trustees stated this is the most robust report in several years. Robust discussion on future paths forward regarding personnel and payment options for courses.

B. **Review Monitoring Reports**

B-1. Annual, Executive Limitation, Information and Advice

No suggestions for change

B-2. Annual, Executive Limitations, Asset Protection

Chair Smith suggested a language change on #5. The section of

(b) over $150,000 should be a standalone statement. Make this #6.

#4 - add students to the list.

B-3. Bi-Annual, General Executive Constraints

Robust discussion on the cap to Finney County Businesses for purchases. If businesses are doing a proposal, we can build in a matrix like measuring experience.

The Trustees agreed to change the language on #7: The President shall not allow for purchases up to $149,999 without first giving consideration to local (Finney County) businesses, with a maximum ten percent premium. Purchases directed by grant funds are excluded.

IV. OTHER

A. Open comments from the public

No public comments

B. Presidents Report

Dr. Ruda reported on student highlights: honor roll for fall, meats judging, Quizards, enrollment, and the Kansas Databook. (Supporting documents filed with official minutes)

Dr. Ruda asked the trustees about AI Training offered by Dr. Jeanie Ferguson. Trustee Rupp suggested doing a retreat for this training.

C. Incidental Information

No comments

D. Report from FCEDC

Trustee Rupp handed out a copy of the Economic Development Annual Report. (Supporting documents filed with official minutes) Trustee Rupp reported on information from the meeting: Sales were over $1 billion up 15% since 2022, Applebee's, Black Bear Dinner, Walk-Ons, and Taco Bell

are ranked #1 for in-store traffic in the state. He reported on Shannon Dick's research and new projects.

E. Report from KACC

Trustee Douglass reported that the next meeting is in May. The PTK meeting is in April.

F. President's Evaluation

Copies of the evaluation were given to the Trustees. (Supporting documents filed with official minutes) Send edits to Chair Smith. Evaluations are usually sent out in mid-March.

During the retreat, there was a discussion regarding Board Goals. If anyone has additions or edits, send them to Chair Smith.

V. OWNERSHIP LINKAGE

Dr. Ruda reported on the Scott City Listening Tour.

The Chamber Breakfast is next Wednesday.

Spring Break is the week of March 17. This will not affect our regular Board Meeting. C&C will report in March.

March 10 Scott City BOE presentation.

Trustee Clifford will attend the Computer Science Advisory Board via Zoom. Chair Smith will attend in person.

The sound system in the Omar D. Angeles Endowment Room worked well for the Legislative Coffee.

VI. Executive Session

No session

VII. Adjournment

Chair Smith adjourned the meeting at 7:56 pm.

Signature:	Signature:	Signature:
Jodie Tewell Deputy Clerk	Dr. Ryan Ruda President	Mrs. Shanda Smith Chairman of the Board

Agenda No: II -B **Date: March 18, 2025**

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 bythe Office of Human Relations.

Board Action Taken: **_____Approved _____Disapproved**

_____Ayes _____Nays _____No Action

Board Member Notes:

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March 13, 2025

To: Board of Trustees
From: Tricia Sayre, Human Resources/Payroll Generalist

New Hires:
Jalen Myrick, Assistant Football Coach, effective, February 24, 2025
Christopher Grille, Assistant Football/Residential Life Coach, effective, March 3, 2025
JaMichael Morgan, Assistant Football/Residential Life Coach, effective, March 10, 2025

Internal Transfers:
None

Resignations/Separations/ Retirement:
Julie Hahn, Administrative Assistant for Grant Activities effective, February 23, 2025
Leslie Green, Assistant Women's Soccer Coach, effective, February 25, 2025
Christopher Grille, Assistant Football/Residential Life Coach, effective, March 5, 2025
Dawn Fuchs, Admissions Representative, effective, February 28, 2025
Broulio Rivera, Groundskeeper, effective, March 21, 2025

Recruitment Opportunity

In researching effective ways of advertising GCCC faculty and other professional position vacancies, a more affordable alternative emerged recently. We place our natio 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 are now having the same advertisement e-mailed to approximately 142,000 professionals who have identified themselves as minority educators seeking employme 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 the GCCC website and apply online.

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Payroll for Approval 3/11/2025)

INSTRUCTOR	CLASS	AMOUNT
Blessing, Alana	Introduction to Social Work SOCI-210-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11023-5260	$2,163.00
Branham, Courtney	Child Development ECHD-101-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11023-5260	$2,163.00
Branham, Courtney	Interaction Techniques ECHD-101-50/55 - 3.00 credit hour(s) 5/6 of 3.00 credit hour(s) X $721.00 = $1802.50 02/03/2025 - 05/15/2025 11-00-0000-11023-5260	$1,802.50
Breen, Michael	Survey of Civilization HIST-101-50 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11020-5260	$2,163.00
Breen, Michael	American History Since 1877 HIST-104-50 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11020-5260	$2,163.00
Breen, Michael	American History Since 1877 HIST-104-55 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11020-5260	$2,163.00
Estes, Brittany	Introduction to Literature I ENGL-210 - 50 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11021-5260	$2,163.00
Golemboski, Zachary	Rope Rescue Awareness Level FIRE-120-40 - 1.00 credit hour(s) 1.00 credit hour(s) X $721.00 = $721.00 02/03/2025 - 02/14/2025 12-00-0000-12241-5260	$721.00
Greathouse, Lachele	Introduction to Business BSAD-101-50/55- 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11010-5260	$2,163.00
Griffin, Thomas	American History to 1877 HIST-103-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11020-5260	$2,163.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Payroll for Approval 3/11/2025)

Hawkins, James	KS Conceal Carry CRMJ-300-03 - NON-CREDIT - 4 hours 4 contact hour(s) @ $25.00 = $100.00 2/1/2025 14-00-8033-31000-5270	$100.00
Homm, Mike	KS Conceal Carry CRMJ-300-03 - NON-CREDIT - 10 hours 10 contact hour(s) @ $35.00 = $350.00 2/1/2025 14-00-8033-31000-5270	$350.00
Hunter, Lauren	Marketing BSAD-123-50/55- 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11010-5260	$2,163.00
Mishler, Daniel	Struct Fire Strategy & Tactics FIRE-207-50 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 12-00-0000-12241-5260	$2,163.00
Morgan, Linda	Criminal Law CRIM-103-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 12-00-0000-12240-5260	$2,163.00
Montgomery, Stryder	KS Conceal Carry CRMJ-300-03 - NON-CREDIT - 3 hours 3 contact hour(s) @ $35.00 = $105.00 2/1/2025 14-00-8033-31000-5270	$105.00
Mullet, Amanda	Heart Saver First Aid/CPR EMT-110-72 - NON-CREDIT - 9 hours 9 contact hour(s) = $435.00 2/1/2025 14-00-8005-12202-5270	$435.00
Myrvik, Patricia	Lifetime Fitness HPER-121-50/55 - 2.00 credit hour(s) 2.00 credit hour(s) X $721.00 = $1442.00 02/03/2025 - 05/15/2025 11-00-0000-11070-5260	$1,442.00
Piller, David	Intro to Criminal Justice CRIM-101-50/55 - 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 12-00-0000-12240-5260	$2,163.00
Prewitt, Bob	KS Conceal Carry CRMJ-300-03 - NON-CREDIT - 4 hours 4 contact hour(s) @ $35.00 = $140.00 2/1/2025 14-00-8033-31000-5270	$140.00

GARDEN CITY COMMUNITY COLLEGE
ADJUNCT/OUTREACH FACULTY CONTRACTS
(Presented to Payroll for Approval 3/11/2025)

Whitehill, Judy	Developmental Psychology PSYC-210-50- 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11060-5260	$2,163.00
Whitehill, Judy	Developmental Psychology PSYC-210-51/55- 3.00 credit hour(s) 3.00 credit hour(s) X $721.00 = $2163.00 02/03/2025 - 05/15/2025 11-00-0000-11060-5260	$2,163.00
	Total:	$35,377.50

Agenda No: I I – C **Date: March 18, 2025**

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

2.28.25 - 66.67%

Published Funds Operating Revenues and Expenses

	Budget FY25				FY24		
	Adopted Budget	YTD Rev/Exp	YTD % of Budget	Difference from prior year	Adopted Budget	YTD Rev/Exp	YTD % of Budget
Revenues							
Fund 11 - General Fund	$ 26,921,000	$ 16,400,623	69.04%	6.29%	$ 23,755,000	$ 14,905,693	62.75%
Fund 12 - PTE	$ 4,000,000	$ 2,754,044	61.72%	2.51%	$ 4,462,388	$ 2,642,257	59.21%
Fund 16 - Auxillary	$ 5,150,000	$ 3,858,685	78.75%	14.10%	$ 4,900,000	$ 3,167,734	64.65%
Fund 61 - Capital Outlay	$ 855,000	$ 557,410	87.10%	37.95%	$ 640,000	$ 314,541	49.15%
TOTAL	**$ 36,926,000**	**$ 23,570,762**	**69.82%**	**7.53%**	**$ 33,757,388**	**$ 21,030,225**	**62.30%**
Expenses							
Fund 11 - General Fund	$ 26,921,000	$ 15,113,968	63.62%	4.93%	$ 23,755,000	$ 13,944,005	58.70%
Fund 12 - PTE*	$ 4,000,000	$ 2,346,546	52.58%	-0.45%	$ 4,462,388	$ 2,366,526	53.03%
Fund 16 - Auxillary	$ 5,150,000	$ 2,581,609	52.69%	6.71%	$ 4,900,000	$ 2,252,892	45.98%
Fund 61 - Capital Outlay	$ 855,000	$ 552,836	86.38%	19.65%	$ 640,000	$ 427,105	66.74%
TOTAL	**$ 36,926,000**	**$ 20,594,959**	**61.01%**	**4.75%**	**$ 33,757,388**	**$ 18,990,528**	**56.26%**

kja
03.12.25

PAYMENTS PROCESSED FOR FEBRUARY 2025

Purchases over $150,000.00 requiring Board Approval

Purchases $50,000 to $149,999.00 not requiring Board Approval

- E022510 for $236,867.26 to United Health for insurance premiums
- E022506 for $76,374.60 to KPERS for retirement contributions
- Check #305119 for $111,600.00 to Wiens & Company Construction LLC for Adult Technical Education Remodel Project
- Check #305194 for $96,121.53 for CDW Government LLC for Nutanix AOS pro term license/Nutanix support term/Nutanix Platform integration
- Check #0305230 for $75,353.93 to Heartland Audio Visual Inc for audio and video equipment

Annual Budget Report Ending 02/28/25
Options - All Statuses

REVENUES

Fiscal Year: 2025 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	1,449.00	249,921.00-	254,068.00-	4,147.00-	1.63
11-00-0000-00000-4004 TUITION OUT OF STA	0.00	4,838.00-	211,478.00-	210,401.00-	1,077.00	0.50-
11-00-0000-00000-4007 TECHNOLOGY FEE-C :	0.00	5,004.42-	702,220.54-	698,174.00-	4,046.54	0.57-
11-00-0000-00000-4011 MISC STUDENT BILL	0.00	167.50-	4,762.30-	152,127.00	156,889.30	103.13
11-00-0000-00000-4012 TUITION FINNEY CO	0.00	2,684.00	622,200.00-	564,210.00-	57,990.00	10.27-
11-00-0000-00000-4013 TUITION INTERNATIO	0.00	800.00-	221,400.00-	186,929.00-	34,471.00	18.43-
11-00-0000-00000-4014 TUITION BORDER STA	0.00	2,233.00-	136,598.00-	147,149.00-	10,551.00-	7.17
11-00-0000-00000-4015 ONLINE COURSE FEE	0.00	849.00-	255,772.00-	337,707.00-	81,935.00-	24.26
11-00-0000-00000-4016 NO SHOW FEE : GENE	0.00	1,850.00-	7,550.00-	9,898.00-	2,348.00-	23.72
11-00-0000-00000-4020 INTERNATIONAL FEE	0.00	0.00	7,050.00-	12,519.00-	5,469.00-	43.69
11-00-0000-00000-4021 TUITION ONLINE : G	0.00	1,891.00-	643,428.00-	828,733.00-	185,305.00-	22.36
11-00-0000-00000-4501 BUILDING/ROOM RENT	0.00	0.00	19,620.00-	30,000.00-	10,380.00-	34.60
11-00-0000-00000-4512 VENDING MACHINES :	0.00	54.23-	1,428.36-	2,000.00-	571.64-	28.58
11-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	2,100,189.00-	2,100,189.00-	0.00	0.00
11-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	9,584,944.13-	16,291,008.00-	6,706,063.87-	41.16
11-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	863,208.26-	1,253,832.00-	390,623.74-	31.15
11-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	7,303.65-	13,531.00-	6,227.35-	46.02
11-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	249,849.47-	119,075.00-	130,774.47	109.82-
11-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	107,073.06-	0.00	107,073.06	0.00
11-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	28,141.40-	25,000.00-	3,141.40	12.56-
11-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	13,599.41-	17,000.00-	3,400.59-	20.00
11-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	30,578.17-	96,000.00-	65,421.83-	68.15
11-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	36,729.96	75,000.00	38,270.04	51.03
11-00-0000-00000-4902 INTEREST INCOME :	0.00	55,040.04-	305,139.08-	400,000.00-	94,860.92-	23.72
11-00-0000-00000-4905 ADMINISTRATIVE ALL	0.00	4,173.34-	28,780.97-	70,000.00-	41,219.03-	58.88
11-00-0000-00000-4907 MISCELLANEOUS INCO	0.00	642.22-	27,881.01-	200,000.00-	172,118.99-	86.06
11-00-0000-00000-4912 TRANSCRIPTS : GENE	0.00	1,055.90-	7,237.09-	0.00	7,237.09	0.00
11-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	1,122,835.00-	1,122,835.00-	100.00
11-00-0000-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	1,632,155.00-	1,632,155.00-	100.00
	0.00	74,465.65-	16,400,622.94-	26,395,286.00-	9,994,663.06-	37.87
Totals for FUND: 11 - GENERAL						
12-00-0000-00000-4001 TUITION IN STATE :	0.00	6,048.00-	190,890.00-	570,000.00-	379,110.00-	66.51
12-00-0000-00000-4004 TUITION OUT OF STA	0.00	984.00-	59,778.00-	300,000.00-	240,222.00-	80.07
12-00-0000-00000-4005 ACAD COURSE FEE :	0.00	0.00	0.00	0.00	0.00	0.00
12-00-0000-00000-4012 TUITION FINNEY CO	0.00	4,575.00-	384,666.00-	500,000.00-	115,334.00-	23.07
12-00-0000-00000-4013 TUITION INTERNATIO	0.00	0.00	38,300.00-	50,000.00-	11,700.00-	23.40
12-00-0000-00000-4014 TUITION BORDER STA	0.00	462.00-	116,193.00-	200,000.00-	83,807.00-	41.90
12-00-0000-00000-4015 ONLINE COURSE FEE	0.00	3,501.00-	64,245.00-	200,000.00-	135,755.00-	67.88
12-00-0000-00000-4021 TUITION ONLINE : G	0.00	7,991.00-	152,378.00-	100,000.00-	52,378.00	52.37-
12-00-0000-00000-4601 STATE OPERATING GR	0.00	0.00	1,096,271.00-	1,096,271.00-	0.00	0.00
12-00-0000-00000-4603 STATE PMT FOR TUIT	0.00	0.00	582,891.00-	629,304.00-	46,413.00-	7.38
12-00-0000-00000-4904 REIMBURSED SALARY	0.00	0.00	0.00	30,000.00-	30,000.00-	100.00
12-00-0000-00000-4999 CONTRA-REV/FUND TR	0.00	0.00	0.00	0.00	0.00	0.00
12-00-0000-12280-4907 MISCELLANEOUS INCO	0.00	0.00	0.00	0.00	0.00	0.00
12-00-8047-00000-4005 ACAD COURSE FEE :	0.00	0.00	91.00-	0.00	91.00	0.00
12-00-8047-11041-4005 ACAD COURSE FEE :	0.00	0.00	80.84-	80.84-	0.00	0.00
12-00-8047-12202-4005 ACAD COURSE FEE :	0.00	0.00	4,268.56-	3,000.00-	1,268.56	42.28-
12-00-8047-12203-4005 ACAD COURSE FEE :	0.00	343.98-	16,906.49-	23,000.00-	6,093.51-	26.49
12-00-8047-12211-4005 ACAD COURSE FEE :	0.00	0.00	1,047.76-	0.00	1,047.76	0.00
12-00-8047-12230-4005 ACAD COURSE FEE :	0.00	0.00	31,869.46-	29,500.00-	2,369.46	8.02-
12-00-8047-12240-4005 ACAD COURSE FEE :	0.00	0.00	4.63-	0.00	4.63	0.00
12-00-8047-12273-4005 ACAD COURSE FEE :	0.00	0.00	1,849.00-	0.00	1,849.00	0.00
12-00-8047-12280-4005 ACAD COURSE FEE :	0.00	0.00	12,314.53-	4,000.00-	8,314.53	207.85-

12-00-8047-98000-4005 ACAD COURSE FEE :	0.00	0.00		27,000.00-	27,000.00-	100.00
	0.00	23,904.98-	2,754,044.27-	3,762,155.84-	1,008,111.57-	26.80
Totals for FUND: 12 - PTE FUND						
16-00-5008-00000-4401 SALES & SERV OF ED	0.00	321.00-	24,318.20-	25,000.00-	681.80-	2.73
16-00-5011-00000-4009 S U FEES : GENERAL	0.00	0.00	0.00	130,000.00-	130,000.00-	100.00
16-00-5011-00000-4011 MISC STUDENT BILL	0.00	889.89	6,068.88-	125,000.00	131,068.88	104.86
16-00-5011-00000-4501 BUILDING/ROOM RENT	0.00	22,575.00	176,584.14-	250,000.00-	73,415.86-	29.37
16-00-5011-00000-4503 S U DORM BOARD : G	0.00	86,286.97-	2,985,446.95-	3,000,000.00-	14,553.05-	0.49
16-00-5011-00000-4506 DORMITORY DAMAGE :	0.00	0.00	0.00	1,000.00-	1,000.00-	100.00
16-00-5011-00000-4507 KEYS : GENERAL	0.00	0.00	455.00-	4,000.00-	3,545.00-	88.63
16-00-5011-00000-4508 RESERVATION FEE :	0.00	937.50-	48,000.00-	50,000.00-	2,000.00-	4.00
16-00-5011-00000-4511 CATER & BOOKSTORE	0.00	0.00	7,789.15-	25,000.00-	17,210.85-	68.84
16-00-5011-00000-4512 VENDING MACHINES :	0.00	246.71-	3,360.57-	5,000.00-	1,639.43-	32.79
16-00-5011-00000-4907 MISCELLANEOUS INCO	0.00	0.00	0.00	1,000.00-	1,000.00-	100.00
16-00-5011-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	138,542.00-	138,542.00-	100.00
16-00-5012-00000-4011 MISC STUDENT BILL	0.00	0.00	0.00	10,000.00	10,000.00	100.00
16-00-5012-00000-4401 SALES & SERV OF ED	0.00	1,682.10-	8,681.32-	40,000.00-	31,318.68-	78.30
16-00-5012-00000-4504 COSMETOLOGY FEES :	0.00	1,701.00-	14,202.00-	130,000.00-	115,798.00-	89.08
16-00-5012-00000-4907 MISCELLANEOUS INCO	0.00	193.68-	948.58-	5,000.00-	4,051.42-	81.03
16-00-5012-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	0.00	0.00	0.00
16-00-5012-98000-4504 COSMETOLOGY FEES :	0.00	515.25	95,580.50-	0.00	95,580.50	0.00
16-00-5100-00000-4018 RESOURCE CHARGE :	0.00	2,505.23-	353,947.00-	225,000.00-	128,947.00	57.30-
16-00-5100-00000-4518 Student Kits : GEN	0.00	0.00	15,510.00-	0.00	15,510.00	0.00
16-00-5100-00000-4520 SALES - NEW TEXTBO	0.00	1,593.35-	60,257.09-	60,000.00-	257.09	0.42-
16-00-5100-00000-4521 SALES - USED TEXTB	0.00	0.00	0.00	1,000.00-	1,000.00-	100.00
16-00-5100-00000-4523 SALES - RENTAL BOO	0.00	0.00	0.00	1,000.00-	1,000.00-	100.00
16-00-5100-00000-4525 SALES - SUPPLIES :	0.00	58.75-	1,524.44-	10,000.00-	8,475.56-	84.76
16-00-5100-00000-4526 SALES - CLOTHING :	0.00	5,159.30-	48,601.20-	100,000.00-	51,398.80-	51.40
16-00-5100-00000-4527 SALES - GIFTS : GE	0.00	892.51-	7,409.94-	20,000.00-	12,590.06-	62.95
16-00-5100-00000-4528 SALES - FOOD : GEN	0.00	0.00	0.00	100.00-	100.00-	100.00
16-00-5100-00000-4529 SALES - SUNDRIES/M	0.00	0.00	0.00	20.00-	20.00-	100.00
16-00-5100-00000-9999 CONTINGENCY ACCOUN	0.00	0.00	0.00	102,880.00-	102,880.00-	100.00
	0.00	122,747.96-	3,858,684.96-	4,189,542.00-	330,857.04-	7.90
Totals for FUND: 16 - AUXILIARY ENTITI						
61-00-0000-00000-4803 AD VALOREM PROPERT	0.00	0.00	508,996.42-	802,278.00-	293,281.58-	36.56
61-00-0000-00000-4805 MOTOR VEHICLE PROP	0.00	0.00	32,664.01-	37,957.00-	5,292.99-	13.94
61-00-0000-00000-4806 RECREATIONAL VEHIC	0.00	0.00	387.78-	410.00-	22.22-	5.42
61-00-0000-00000-4807 DELINQUENT TAX : G	0.00	0.00	9,407.09-	3,605.00-	5,802.09	160.94-
61-00-0000-00000-4808 PAYMENTS IN LIEU O	0.00	0.00	5,777.30-	7,000.00-	1,222.70-	17.47
61-00-0000-00000-4809 RENTAL EXCISE TAX	0.00	0.00	451.93-	1,000.00-	548.07-	54.81
61-00-0000-00000-4810 16/20 M TAX : GENE	0.00	0.00	560.28-	750.00-	189.72-	25.30
61-00-0000-00000-4814 COMMERCIAL VEHICLE	0.00	0.00	1,141.26-	4,500.00-	3,358.74-	74.64
61-00-0000-00000-4817 NEIGH REVT : GENER	0.00	0.00	1,976.43	2,500.00	523.57	20.94
	0.00	0.00	557,409.64-	855,000.00-	297,590.36-	34.81
Totals for FUND: 61 - CAPITAL OUTLAY						
Totals for BUDGET.OFFICER: Unassigned	0.00	221,118.59-	23,570,761.81-	35,201,983.84-	11,631,222.03-	33.04

Fiscal Year: 2025 FUND: 11 - GENERAL

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	21,346.19	170,733.62	218,232.00	47,498.38	21.77
DEPARTMENT: 11010 - BUSINESS & ECONOMI	7.59	3,046.71	41,465.13	1,600.00	39,872.72-	492.04-
DEPARTMENT: 11020 - HUMANITIES	0.00	34,884.30	287,139.15	441,935.00	154,795.85	35.03
DEPARTMENT: 11021 - ENGLISH	0.00	35,197.74	186,751.63	230,287.00	43,535.37	18.90
DEPARTMENT: 11022 - COMMUNICATION	0.00	1,455.30	12,208.46	0.00	12,208.46-	0.00
DEPARTMENT: 11023 - PHILOSOPHY	0.00	1,502.39	12,266.20	0.00	12,266.20-	0.00
DEPARTMENT: 11025 - JOURNALISM	0.00	6,627.95	41,460.50	71,365.00	29,904.50	41.90
DEPARTMENT: 11027 - Education.ECHD	0.00	34,576.27	142,694.43	206,430.64	63,736.21	30.88
DEPARTMENT: 11030 - ART	1,000.00	12,777.36	72,081.00	116,781.00	43,700.00	37.42
DEPARTMENT: 11031 - DRAMA	0.00	18,322.28	81,040.22	115,759.37	34,719.15	29.99
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	57,274.16	228,571.95	322,027.43	93,455.48	29.02
DEPARTMENT: 11033 - INST MUSIC	613.33	5,679.14	15,381.15	24,500.00	8,505.52	34.72
DEPARTMENT: 11034 - ORCHESTRA	56.75	49,850.94	351,996.62	468,493.00	116,439.63	24.85
DEPARTMENT: 11040 - SCIENCE	0.00	5,368.00	29,014.92	4,000.00	25,014.92-	625.36-
DEPARTMENT: 11041 - Robotics	0.00	35,120.94	274,559.73	359,088.00	84,528.27	23.54
DEPARTMENT: 11050 - MATH	0.00	41,217.27	339,863.62	388,249.00	48,385.38	12.46
DEPARTMENT: 11060 - SOCIAL SCIENCE	72.68	19,582.78	165,880.47	228,982.00	63,028.85	27.53
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	6,800.66	45,968.03	70,603.00	24,634.97	34.89
DEPARTMENT: 11081 - READING	0.00	8,005.72	56,593.59	89,692.00	33,098.41	36.90
DEPARTMENT: 11082 - ESL	0.00	1,339.09	18,758.35	0.00	18,758.35-	0.00
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	0.00	3,752.56	8,000.00	4,247.44	53.09
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	0.00	387.99	0.00	387.99-	0.00
DEPARTMENT: 11100 - TECHNOLOGY--INSTRU	0.00	0.00	500.00	5,000.00	4,500.00	90.00
DEPARTMENT: 11101 - BookBusters	0.00	6,812.05	46,228.93	77,365.00	31,136.07	40.25
DEPARTMENT: 12010 - ACCOUNTING	0.00	0.00	249.42	0.00	249.42-	0.00
DEPARTMENT: 12250 - COSMETOLOGY	0.00	0.00	2,093.44	0.00	2,093.44-	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,778.10	14,692.97	111,581.63	184,671.00	71,311.27	38.62
DEPARTMENT: 41000 - LIBRARY	0.00	8,779.75	87,219.24	155,700.00	68,480.76	43.98
DEPARTMENT: 41009 - COMPREHENSIVE LEAR	41,602.80	0.00	398,082.91	471,699.50	32,013.79	6.79
DEPARTMENT: 41100 - TECHNOLOGY-INSTRUC	0.00	28,267.56	233,612.04	1,318,345.00	1,084,732.96	82.28
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	19,300.16	165,157.04	218,892.00	53,734.96	24.55
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	2,889.67	61,500.09	79,595.00	18,094.91	22.73
DEPARTMENT: 42002 - OUTREACH	0.00	0.00	0.00	1,000.00	1,000.00	100.00
DEPARTMENT: 42003 - FACULTY SENATE	0.00	25,400.35	187,424.03	258,951.00	71,526.97	27.62
DEPARTMENT: 44000 - INSTRUCTIONAL DESI	0.00	38,028.86	326,565.13	514,239.00	187,673.87	36.50
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	0.00	0.00	14,000.00	14,000.00	100.00
DEPARTMENT: 50001 - STUDENT SUPPORT SE	0.00	16,534.27	165,519.48	268,621.00	103,101.52	38.38
DEPARTMENT: 50010 - COUNSELING & GUIDA	444.00	4,418.85	33,137.59	55,037.00	21,455.41	38.98
DEPARTMENT: 50011 - ASSESSMENT/TESTING	0.00	22,956.28	227,914.12	401,158.00	173,243.88	43.19
DEPARTMENT: 50020 - FINANCIAL AID OFFI	83.10	20,862.60	168,082.11	256,343.00	88,177.79	34.40
DEPARTMENT: 50030 - ADMISSIONS	2,316.00	16,681.08	138,075.96	221,438.00	81,046.04	36.60
DEPARTMENT: 50040 - REGISTRAR'S OFFICE	54.00	7,038.94	56,883.12	88,697.00	31,759.88	35.81
DEPARTMENT: 50050 - STUDENT HEALTH SER	0.00	24,147.87	471,030.62	766,051.00	295,020.38	38.51
DEPARTMENT: 55000 - DIRECTOR OF ATHLET	0.00	17,470.93	156,010.03	223,455.00	67,444.97	30.18
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	16,387.91	165,419.52	227,383.00	61,963.48	27.25
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	192.80	9,575.67	71,844.35	98,329.00	26,291.85	26.74
DEPARTMENT: 55003 - MEN'S TRACK	0.00	10,341.93	62,305.31	101,614.00	39,308.69	38.68
DEPARTMENT: 55004 - WOMEN'S TRACK	6,000.00	19,949.72	116,479.10	157,998.00	35,518.90	22.48
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	2,912.34	45,155.62	470,320.19	635,804.00	162,571.47	25.57
DEPARTMENT: 55006 - FOOTBALL	1,222.00	25,457.07	132,384.09	206,233.00	72,626.91	35.22
DEPARTMENT: 55007 - BASEBALL	0.00	6,147.85	76,470.56	134,302.00	57,831.44	43.06
DEPARTMENT: 55008 - VOLLEYBALL	0.00	6,915.30	81,454.87	116,613.97	35,159.10	30.15
DEPARTMENT: 55009 - WOMEN'S SOCCER	1,145.50	7,288.09	85,869.08	118,236.00	31,221.42	26.41
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	12,078.96	67,353.93	100,135.00	32,781.07	32.74
DEPARTMENT: 55012 - CHEERLEADING						

	4,620.00	20,244.16	159,684.81	218,533.00	54,228.19	24.81
DEPARTMENT: 55014 - RODEO TEAM	0.00	9,622.62-	49,159.62	79,760.00	30,600.38	38.37
DEPARTMENT: 55015 - MEN'S GOLF	12,759.36	34,658.62	162,510.56	308,907.00	133,637.08	43.26
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	532.65	7,321.50	9,100.00	1,778.50	19.54
DEPARTMENT: 55022 - SPORTS INFORMATION	0.00	2,207.87	44,323.83	54,620.00	10,296.17	18.85
DEPARTMENT: 55023 - WOMENS CROSSCOUNTR	0.00	2,973.74	41,789.14	70,894.00	29,104.86	41.05
DEPARTMENT: 55024 - MENS CROSSCOUNTRY	1,190.00	21,600.08	41,210.55	70,720.00	28,319.45	40.04
DEPARTMENT: 55025 - WOMENS GOLF	0.00	1,737.07	3,780.85	8,100.00	4,319.15	53.32
DEPARTMENT: 55026 - Trap Shooting	1,500.00	56,830.27	434,265.33	833,951.03	398,185.70	47.75
DEPARTMENT: 61000 - PRESIDENT	1,185.93	603.97	108,512.86	141,200.00	31,501.21	22.31
DEPARTMENT: 61001 - BOARD OF TRUSTEES	0.00	8,298.01	67,864.87	96,399.00	28,534.13	29.60
DEPARTMENT: 61002 - Title IX	0.00	0.00	372.36	0.00	372.36-	0.00
DEPARTMENT: 61003 - DEIB	0.00	4,443.50	16,021.90	100,000.00	83,978.10	83.98
DEPARTMENT: 61005 - ATTORNEY	770.49	134,808.04	1,132,173.79	3,989,496.56	2,856,552.28	71.60
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	0.00	15,614.25	127,475.46	246,585.00	119,109.54	48.30
DEPARTMENT: 62010 - HUMAN RESOURCES	0.00	5,012.15	44,850.07	80,631.00	35,780.93	44.38
DEPARTMENT: 62011 - ADA COMPLIANCE	0.00	0.00	0.00	126,000.00	126,000.00	100.00
DEPARTMENT: 62050 - ONE-TIME PURCHASES	31,631.50	26,036.18	210,236.65	355,299.00	113,430.85	31.93
DEPARTMENT: 63000 - MARKETING/PR	2,002.82-	88,123.62	1,630,718.48	2,053,258.50	424,542.84	20.68
DEPARTMENT: 64000 - INFORMATION TECHNO	1,839.60	12,234.59	114,632.83	198,678.00	82,205.57	41.38
DEPARTMENT: 65000 - CENTRAL SERVICES	0.00	30,541.66	239,590.56	367,414.00	127,823.44	34.79
DEPARTMENT: 67000 - INSTITUTION EFFECT	0.00	12,311.13	98,516.23	143,585.00	45,068.77	31.39
DEPARTMENT: 68000 - Dean of Advancemen	0.00	11,062.05	90,571.27	143,311.00	52,739.73	36.80
DEPARTMENT: 68001 - ENDOWMENT	1,804.04	17,063.61	153,085.89	225,353.00	70,463.07	31.27
DEPARTMENT: 70000 - PHYSICAL PLANT ADM	36,072.16	65,742.62	578,419.60	1,320,629.00	706,137.24	53.47
DEPARTMENT: 71000 - BUILDINGS	13,213.35	88,117.34	706,896.17	1,080,908.00	360,798.48	33.38
DEPARTMENT: 72000 - CUSTODIAL SERVICES	20,157.47	30,736.52	253,225.59	419,801.00	146,417.94	34.88
DEPARTMENT: 73000 - GROUNDS	250.00	855.36	13,027.84	16,000.00	2,722.16	17.01
DEPARTMENT: 73001 - ATHLETIC FIELDS	10,542.63	31,235.20	270,077.52	703,427.00	422,806.85	60.11
DEPARTMENT: 74000 - VEHICLES	0.00	22,940.78	186,710.84	307,025.00	120,314.16	39.19
DEPARTMENT: 75000 - CAMPUS SECURITY	0.00	5,463.48	321,448.96	500,741.00	179,292.04	35.81
DEPARTMENT: 76000 - INSURANCE	0.00	63,880.37	563,365.79	1,080,000.00	516,634.21	47.84
DEPARTMENT: 77000 - UTILITIES	0.00	0.00	6,387.37-	0.00	6,387.37	0.00
DEPARTMENT: 81000 - BOOK SCHOLARSHIPS	0.00	0.00	915.00	2,000.00	1,085.00	54.25
DEPARTMENT: 81001 - TUIT WAIVER SEN CT	0.00	13,259.00	27,638.00	40,000.00	12,362.00	30.91
DEPARTMENT: 81002 - TUIT WAIVER EMPL/D	0.00	3,260.00	9,352.00	20,000.00	10,648.00	53.24
DEPARTMENT: 81003 - STATE MANDATED WAI	0.00	32,700.00	43,900.00	60,000.00	16,100.00	26.83
DEPARTMENT: 81004 - EARLY GRAD	0.00	3,623.00	23,756.00	41,000.00	17,244.00	42.06
DEPARTMENT: 81007 - KBUST	0.00	0.00	1,730.10	38,030.00	36,299.90	95.45
DEPARTMENT: 94000 - STUDENT CENTER	0.00	0.00	800.00	1,000.00	200.00	20.00
DEPARTMENT: 55026 - Trap Shooting	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 55008 - VOLLEYBALL						
FUND: 11 - GENERAL	195,034.70	1,692,683.77	14,918,882.70	26,395,286.00	11,281,368.60	42.74

Fiscal Year: 2025 FUND: 12 - PTE FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	0.00	7,236.38	0.00	7,236.38-	0.00
DEPARTMENT: 12010 - ACCOUNTING	0.00	4,432.16	44,602.82	72,874.00	28,271.18	38.79
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	0.00	591.08	5,000.00	4,408.92	88.18
DEPARTMENT: 12041 - Robotics	3,613.00	41,034.35	333,026.42	508,345.00	171,705.58	33.78
DEPARTMENT: 12200 - ADN PROGRAM	0.00	33,611.25	239,434.71	399,730.00	160,295.29	40.10
DEPARTMENT: 12201 - LPN PROGRAM	0.00	11,511.27	96,698.56	113,227.00	16,528.44	14.60
DEPARTMENT: 12202 - EMT	0.00	27,043.25	224,338.02	401,072.00	176,733.98	44.07
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	7,558.31	50,649.64	58,135.00	7,485.36	12.88
DEPARTMENT: 12210 - AGRICULTURE	0.00	31,734.78	139,602.58	186,502.00	46,899.42	25.15
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	650.68	7,304.57	20,000.00	12,695.43	63.48
DEPARTMENT: 12213 - Crops	2,018.38	28,258.59	187,409.88	336,031.00	146,602.74	43.63
DEPARTMENT: 12220 - JOHN DEERE AG TECH	9,017.46	26,149.71	183,047.62	281,429.09	89,364.01	31.75
DEPARTMENT: 12230 - AUTO MECHANICS	91.44	15,323.47	116,505.26	180,416.00	63,819.30	35.37
DEPARTMENT: 12240 - CRIMINAL JUSTICE	960.00	1,163.69	18,031.36	61,725.00	42,733.64	69.23
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12242 - CHALLENGE COURSE	0.00	11,713.04	97,838.64	138,916.00	41,077.36	29.57
DEPARTMENT: 12250 - COSMETOLOGY	3,479.95	16,485.93	125,241.35	149,924.00	21,202.70	14.14
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	2,310.62	25,289.68	191,354.39	312,831.00	119,165.99	38.09
DEPARTMENT: 12273 - WELDING	0.00	8,136.20	54,974.62	105,690.00	50,715.38	47.99
DEPARTMENT: 12280 - BUILDING TRADES	2,760.74	15,584.12	159,105.18	860,646.91	698,780.99	81.19
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	0.00	516,919.00-	516,919.00-	100.00
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	80.84	80.84	100.00
DEPARTMENT: 11041 - Robotics	0.00	678.16	1,188.92	3,000.00	1,811.08	60.37
DEPARTMENT: 12202 - EMT	0.00	1,156.50	6,209.00	23,000.00	16,791.00	73.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12210 - AGRICULTURE	2,758.70	2,492.54	24,452.56	29,500.00	2,288.74	7.76
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12240 - CRIMINAL JUSTICE	2,052.17	152.79	7,203.60	11,000.00	1,744.23	15.86
DEPARTMENT: 12273 - WELDING	0.00	0.00	1,277.10	4,000.00	2,722.90	68.07
DEPARTMENT: 12280 - BUILDING TRADES	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	160.21	16,000.00	15,839.79	99.00
DEPARTMENT: 98000 - COSMETOLOGY						
FUND: 12 - PTE FUND	29,062.46	310,160.47	2,317,484.47	3,762,155.84	1,415,608.91	37.63

Fiscal Year: 2025 FUND: 14 - ADULT SUPPLEMENTARY ED

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	0.00	90.00	0.00	90.00-	0.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	152.24	0.00	152.24-	0.00
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	1,296.15	1,296.15	0.00	1,296.15-	0.00
DEPARTMENT: 12273 - WELDING	0.00	3,606.98	22,511.72	23,913.00	1,401.28	5.86
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	28.80	350.00	321.20	91.77
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	16.20	16.20	660.00	643.80	97.55
DEPARTMENT: 12041 - Robotics	0.00	0.00	6,497.52	0.00	6,497.52-	0.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	1,307.93	1,307.93	0.00	1,307.93-	0.00
DEPARTMENT: 12273 - WELDING	0.00	0.00	4,633.36	2,428.00	2,205.36-	90.82-
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	320.02	735.20	32.00	703.20-	197.49-
DEPARTMENT: 12202 - EMT	0.00	62.75	36,001.54	55,230.80	19,229.26	34.82
DEPARTMENT: 31000 - COMMUNITY SERVICE	672.00	5,489.34	75,477.95	78,576.17	2,426.22	3.09
DEPARTMENT: 55006 - FOOTBALL	0.00	0.00	35.60	4,491.60	4,456.00	99.21
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	0.00	1,062.50	0.00	1,062.50-	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	3,492.12	29,744.91	71,184.82	41,439.91	58.21
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	850.79	5,855.95	11,844.44	5,988.49	50.56
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	0.00	1,453.04	1,453.67	0.63	0.04
DEPARTMENT: 55012 - CHEERLEADING	0.00	0.00	14,272.36	16,662.25	2,389.89	14.34
DEPARTMENT: 55008 - VOLLEYBALL	5,687.50	536.00	3,999.46	15,874.71	6,187.75	38.98
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	149.94	0.00	4,645.76	13,650.00	8,854.30	64.87
DEPARTMENT: 31000 - COMMUNITY SERVICE	1,599.00	78.76	29,068.47	53,475.26	22,807.79	42.65
DEPARTMENT: 55007 - BASEBALL	0.00	0.00	0.00	3,100.00	3,100.00	100.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	40.00	1,532.82	1,492.82	97.39
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	0.00	39.79	2,389.88	2,350.09	98.34
DEPARTMENT: 55015 - MEN'S GOLF	0.00	0.00	2,711.87	7,102.23	4,390.36	61.82
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	0.00	1,747.71	28,877.95	27,130.24	93.95
DEPARTMENT: 55003 - MEN'S TRACK	0.00	419.92	419.92	1,000.00	580.08	58.01
DEPARTMENT: 11021 - ENGLISH	0.00	0.00	1,798.83	2,000.00	201.17	10.06
DEPARTMENT: 11030 - ART	0.00	0.00	1,446.54	2,000.00	553.46	27.67
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	0.00	0.00	4,000.00	4,000.00	100.00
DEPARTMENT: 11033 - INST MUSIC	0.00	839.77	3,453.68	8,500.00	5,046.32	59.37
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	26.28	708.36	682.08	96.29
DEPARTMENT: 11041 - Robotics	0.00	0.00	3,306.00	4,500.00	1,194.00	26.53
DEPARTMENT: 11070 - HEALTH & PHYSICAL	0.00	104.50	988.00	15,705.84	14,717.84	93.71
DEPARTMENT: 11083 - COLLEGE SKILLS	0.00	1,647.08	2,211.23	4,000.00	1,788.77	44.72
DEPARTMENT: 12012 - COMPUTER SCIENCE	0.00	0.00	16,420.85	28,750.00	12,329.15	42.88
DEPARTMENT: 12200 - ADN PROGRAM	0.00	413.10	25,109.55	28,750.00	3,640.45	12.66
DEPARTMENT: 12201 - LPN PROGRAM	0.00	1,752.10	4,683.81	7,000.00	2,316.19	33.09
DEPARTMENT: 12202 - EMT	108.00	240.00	10,341.14	20,000.00	9,550.86	47.75
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	0.00	2,500.00	2,500.00	100.00
DEPARTMENT: 12210 - AGRICULTURE	0.00	1,250.09	7,805.68	8,000.00	194.32	2.43
DEPARTMENT: 12211 - ANIMAL SCIENCE	1,358.60	3,844.66	51,060.88	55,000.00	2,580.52	4.69
DEPARTMENT: 12220 - JOHN DEERE AG TECH	2,839.99	7,620.67	87,836.98	84,500.00	6,176.97-	7.30-
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	78.21	137.28	2,000.00	1,862.72	93.14
DEPARTMENT: 12240 - CRIMINAL JUSTICE	0.00	948.70	2,786.58	2,250.00	536.58-	23.84-
DEPARTMENT: 12241 - FIRE SCIENCE	392.11	4,631.53	37,004.80	51,657.13	14,260.22	27.61
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	4,693.50	1,630.55	52,326.50	72,500.00	15,480.00	21.35
DEPARTMENT: 12273 - WELDING	0.00	0.00	1,600.88	9,000.00	7,399.12	82.21
DEPARTMENT: 12280 - BUILDING TRADES	0.00	0.00	4,458.54	8,462.38	4,003.84	47.31
DEPARTMENT: 55025 - WOMENS GOLF	0.00	0.00	6,093.60	13,000.00	6,906.40	53.13
DEPARTMENT: 31000 - COMMUNITY SERVICE						
FUND: 14 - ADULT SUPPLEMENTARY ED	17,500.64	42,477.92	564,743.58	828,613.31	246,369.09	29.73

Fiscal Year: 2025 FUND: 16 - AUXILIARY ENTITIES

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	227.85-	0.00	0.00	0.00	0.00
DEPARTMENT: 98000 - COSMETOLOGY	0.00	15.84-	0.00	0.00	0.00	0.00
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC	253.44	1,154.44	13,785.36	25,000.00	10,961.20	43.84
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 62000 - VP OF ADMIN SERVIC	0.00	202.21-	0.00	0.00	0.00	0.00
DEPARTMENT: 71000 - BUILDINGS	3,043.44	1,575.57	28,263.86	137,280.00	105,972.70	77.19
DEPARTMENT: 94000 - STUDENT CENTER	11,368.05	114,072.11	1,989,890.21	3,342,263.00	1,341,004.74	40.12
DEPARTMENT: 95000 - STUDENT HOUSING	7,967.27	3,273.29	90,882.55	164,999.00	66,149.18	40.09
DEPARTMENT: 98000 - COSMETOLOGY	43,305.47	27,298.83	392,849.21	520,000.00	83,845.32	16.12
DEPARTMENT: 97000 - BOOKSTORE	0.00	59.81-	0.00	0.00	0.00	0.00
DEPARTMENT: 95000 - STUDENT HOUSING						
FUND: 16 - AUXILIARY ENTITIES	65,937.67	146,868.53	2,515,671.19	4,189,542.00	1,607,933.14	38.38

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	0.00	65.91	0.00	65.91-	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	0.00	0.00	25,000.00	25,000.00	100.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	26,668.90	57,834.16	0.00	57,834.16-	0.00
DEPARTMENT: 50020 - FINANCIAL AID OFFI	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	0.00	60,739.89	60,739.90	0.01	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	0.00	38.38	1,751.65	1,713.27	97.81
DEPARTMENT: 11040 - SCIENCE	0.00	9,225.19	106,551.11	172,858.88	66,307.77	38.36
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	0.00	1,893.39	2,217.77-	4,111.16-	185.37
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	0.00	54.00	2,481.64	2,427.64	97.82
DEPARTMENT: 11040 - SCIENCE	0.01-	0.00	1,657.83-	0.00	1,657.84	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	2,930.89-	7,730.05	10,660.94	137.92
DEPARTMENT: 11040 - SCIENCE	1,652.30	1,507.33	48,562.86	44,322.69	5,892.47-	13.28-
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	34,020.11	171,256.94	345,624.82	174,367.88	50.45
DEPARTMENT: 50000 - VICE PRESIDENT FOR	2,189.00	0.00	0.00	20,000.00	17,811.00	89.06
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	7,631.31	60,302.61	89,038.00	28,735.39	32.27
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	2,460.56	4,918.58	6,750.00	1,831.42	27.13
DEPARTMENT: 11040 - SCIENCE	2,379.93	45,547.45	660,658.78	1,061,953.47	398,914.76	37.56
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	0.00	0.00	7,619.05	7,619.05	100.00
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	0.00	0.00	380.95	380.95	100.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	0.00	987.73	26,097.00	25,109.27	96.22
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	0.00	0.00	2,856.00	2,856.00	100.00
DEPARTMENT: 42001 - DEAN OF ACADEMICS	0.00	0.00	7,409.08	17,538.00	10,128.92	57.75
DEPARTMENT: 11040 - SCIENCE	0.00	0.00	12,711.43	14,185.00	1,473.57	10.39
DEPARTMENT: 12200 - ADN PROGRAM	0.00	145.00	620.95	11,988.08	11,367.13	94.82
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	380.00	380.00	380.00	0.00	0.00
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	0.00	7,559.47	14,934.00	7,374.53	49.38
DEPARTMENT: 12220 - JOHN DEERE AG TECH	0.00	1,009.64	53,966.64	55,087.00	1,120.36	2.03
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	0.00	1,562.60	1,560.25	2.35-	0.14-
DEPARTMENT: 12240 - CRIMINAL JUSTICE	10,264.00	0.00	0.00	10,264.00	0.00	0.00
DEPARTMENT: 12241 - FIRE SCIENCE	0.00	0.00	5,798.13	9,963.00	4,164.87	41.80
DEPARTMENT: 12250 - COSMETOLOGY	0.00	5,987.33	6,957.33	5,535.00	1,422.33-	25.69-
DEPARTMENT: 12273 - WELDING	0.00	0.00	0.00	1,858.80	1,858.80	100.00
DEPARTMENT: 12280 - BUILDING TRADES	8,044.00	1,149.19	6,648.22	19,333.87	4,641.65	24.01
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	3,000.00	6,380.16	0.00	6,380.16-	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	9,609.64	37,628.04	0.00	37,628.04-	0.00
DEPARTMENT: 12272 - INDUSTRIAL MAINTEN	0.00	0.00	866.05	958.86	92.81	9.68
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	275.00	3,206.67	14,225.00	11,018.33	77.46
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 11040 - SCIENCE						
FUND: 22 - RESTRICTED GRANTS	24,529.22	148,616.65	1,320,970.39	2,050,797.19	705,297.58	34.39

Fiscal Year: 2025 FUND: 23 - OTHER RESTRICTED FUNDS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	0.00	0.00	702,250.00	702,250.00	100.00
DEPARTMENT: 71000 - BUILDINGS	6,853.37	96,121.53	96,121.53	250,000.00	147,025.10	58.81
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	12,291.14	12,291.14	0.00	12,291.14-	0.00
DEPARTMENT: 11001 - apprenticeship	0.00	7,125.69	49,179.41	70,000.00	20,820.59	29.74
DEPARTMENT: 12203 - ALLIED HEALTH	0.00	0.00	16,000.00	16,000.00	0.00	0.00
DEPARTMENT: 12213 - Crops	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 12230 - AUTO MECHANICS	0.00	0.00	0.00	120,000.00	120,000.00	100.00
DEPARTMENT: 12273 - WELDING	0.00	0.00	0.00	184,000.00	184,000.00	100.00
DEPARTMENT: 12280 - BUILDING TRADES	0.00	0.00	644.25	0.00	644.25-	0.00
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	0.00	0.00	250,924.00	250,924.00	100.00
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	50,000.00	50,000.00	0.00	0.00
DEPARTMENT: 42000 - VP ON INSTRUCTION	0.00	6,691.20	60,220.80	80,300.00	20,079.20	25.01
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	1,614.74	3,229.50	58,299.00	55,069.50	94.46
DEPARTMENT: 50010 - COUNSELING & GUIDA	0.00	0.00	0.00	55,000.00	55,000.00	100.00
DEPARTMENT: 63000 - MARKETING/PR	0.00	0.00	186,850.00	275,000.00	88,150.00	32.05
DEPARTMENT: 64000 - INFORMATION TECHNO	0.00	0.00	75.00	50,000.00	49,925.00	99.85
DEPARTMENT: 71000 - BUILDINGS	0.00	0.00	0.00	200,000.00	200,000.00	100.00
DEPARTMENT: 00000 - GENERAL	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 11031 - DRAMA	0.00	270.00	7,650.00	20,000.00	12,350.00	61.75
DEPARTMENT: 50030 - ADMISSIONS	0.00	0.00	1,000.00	999.00	1.00-	0.09-
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	0.00	10,000.00	10,000.00	0.00	0.00
DEPARTMENT: 11030 - ART	19,920.20	0.00	0.00	20,000.00	79.80	0.40
DEPARTMENT: 11031 - DRAMA	9,056.00	0.00	0.00	9,406.00	350.00	3.72
DEPARTMENT: 11033 - INST MUSIC	20,000.00	0.00	0.00	20,000.00	0.00	0.00
DEPARTMENT: 12200 - ADN PROGRAM	13,748.50	0.00	0.00	13,749.00	0.50	0.00
DEPARTMENT: 12202 - EMT	0.00	760.18	5,569.67	5,638.00	68.33	1.21
DEPARTMENT: 12203 - ALLIED HEALTH						
FUND: 23 - OTHER RESTRICTED FUNDS	69,578.07	124,874.48	498,831.30	2,461,565.00	1,893,155.63	76.91

Fiscal Year: 2025

FUND: 24 - ADULT EDUCATION

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	19,013.86	155,835.82	223,975.00	68,139.18	30.42
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	2,683.54	4,947.08	6,819.00	1,871.92	27.45
DEPARTMENT: 13305 - ADULT ED - STAFF D	0.00	10,869.68	85,502.93	132,084.70	46,581.77	35.27
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	63,997.00-	63,997.00-	100.00
DEPARTMENT: 00000 - GENERAL	0.00	5,788.04	46,212.02	63,997.00	17,784.98	27.79
DEPARTMENT: 13301 - ADULT ED - INSTRUC	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 31000 - COMMUNITY SERVICE	0.00	0.00	0.00	0.00	0.00	0.00
DEPARTMENT: 13301 - ADULT ED - INSTRUC						
FUND: 24 - ADULT EDUCATION	0.00	38,355.12	292,497.85	362,878.70	70,380.85	19.40

Fiscal Year: 2025 FUND: 61 - CAPITAL OUTLAY

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	254,638.41	182,784.67	298,197.62	855,000.00	302,163.97	35.34
DEPARTMENT: 71000 - BUILDINGS						
FUND: 61 - CAPITAL OUTLAY	254,638.41	182,784.67	298,197.62	855,000.00	302,163.97	35.34

Fiscal Year: 2025 FUND: 65 - CAPITAL CAMPAIGN FUND

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	0.00	0.00	125,000.00	125,000.00	100.00
DEPARTMENT: 12200 - ADN PROGRAM						
FUND: 65 - CAPITAL CAMPAIGN FUND	0.00	0.00	0.00	125,000.00	125,000.00	100.00

Fiscal Year: 2025 FUND: 71 - ACTIVITY/ORGANIZATION FD

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	0.00	31.72	0.00	31.72-	0.00
DEPARTMENT: 11030 - ART	1,815.00	6,158.08	37,106.51	129,315.00	90,393.49	69.90
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	0.00	60.64	0.00	60.64-	0.00
DEPARTMENT: 11030 - ART	253.93	37,541.50	91,245.21	40,000.00	51,499.14-	128.74-
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	0.00	32,223.51	0.00	32,223.51-	0.00
DEPARTMENT: 50004 - Student Activities	7,617.56	25,970.21	348,911.98	600,362.70	243,833.16	40.61
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	293.63	1,723.66	7,176.39	5,452.73	75.98
DEPARTMENT: 99001 - STUDENT NEWSPAPER	0.00	4,522.62	10,491.90	32,523.84	22,031.94	67.74
DEPARTMENT: 50000 - VICE PRESIDENT FOR						
FUND: 71 - ACTIVITY/ORGANIZATION FD	9,686.49	74,486.04	521,795.13	809,377.93	277,896.31	34.33

Fiscal Year: 2025 FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS

GL Account	YTD Encumbrances	MTD Actual	YTD Actual	Annual Budget	Available	% Avail
	0.00	43,194.00	104,938.18	135,000.00	30,061.82	22.27
DEPARTMENT: 55001 - MEN'S BASKETBALL	0.00	65,150.00	143,539.35	135,000.00	8,539.35-	6.32-
DEPARTMENT: 55002 - WOMEN'S BASKETBALL	0.00	22,750.00	44,750.00	50,000.00	5,250.00	10.50
DEPARTMENT: 55003 - MEN'S TRACK	0.00	18,192.00	38,219.00	50,000.00	11,781.00	23.56
DEPARTMENT: 55004 - WOMEN'S TRACK	0.00	47,616.00	87,728.40	81,000.00	6,728.40-	8.30-
DEPARTMENT: 55005 - WOMEN'S SOFTBALL	0.00	144,779.69	325,487.60	350,000.00	24,512.40	7.00
DEPARTMENT: 55006 - FOOTBALL	0.00	42,595.00	80,815.00	81,000.00	185.00	0.23
DEPARTMENT: 55007 - BASEBALL	0.00	45,055.50	94,716.50	95,000.00	283.50	0.30
DEPARTMENT: 55008 - VOLLEYBALL	0.00	32,047.00	79,132.00	80,000.00	868.00	1.09
DEPARTMENT: 55009 - WOMEN'S SOCCER	0.00	25,000.00	57,750.00	80,000.00	22,250.00	27.81
DEPARTMENT: 55010 - MEN'S SOCCER	0.00	2,250.00	7,450.00	25,000.00	17,550.00	70.20
DEPARTMENT: 55012 - CHEERLEADING	0.00	36,000.00	72,000.00	75,000.00	3,000.00	4.00
DEPARTMENT: 55014 - RODEO TEAM	0.00	18,235.00	34,970.00	35,000.00	30.00	0.09
DEPARTMENT: 55015 - MEN'S GOLF	0.00	12,800.00	26,918.00	32,500.00	5,582.00	17.18
DEPARTMENT: 55019 - ATHLETIC TRAINING	0.00	16,330.00	32,893.00	35,000.00	2,107.00	6.02
DEPARTMENT: 55023 - WOMENS CROSSCOUNTR	0.00	18,250.00	39,500.00	35,000.00	4,500.00-	12.85-
DEPARTMENT: 55024 - MENS CROSSCOUNTRY	0.00	16,535.00	33,249.00	35,000.00	1,751.00	5.00
DEPARTMENT: 55025 - WOMENS GOLF	0.00	1,275.00	2,525.00	0.00	2,525.00-	0.00
DEPARTMENT: 11022 - COMMUNICATION	0.00	500.00	500.00	5,000.00	4,500.00	90.00
DEPARTMENT: 11025 - JOURNALISM	0.00	4,300.00	9,300.00	12,150.00	2,850.00	23.46
DEPARTMENT: 11030 - ART	0.00	3,000.00	4,500.00	0.00	4,500.00-	0.00
DEPARTMENT: 11031 - DRAMA	0.00	5,850.00	13,300.00	13,500.00	200.00	1.48
DEPARTMENT: 11032 - VOCAL MUSIC	0.00	9,100.00	19,800.00	30,000.00	10,200.00	34.00
DEPARTMENT: 11033 - INST MUSIC	0.00	1,800.00	3,700.00	4,000.00	300.00	7.50
DEPARTMENT: 11034 - ORCHESTRA	0.00	3,000.00	6,000.00	0.00	6,000.00-	0.00
DEPARTMENT: 11040 - SCIENCE	0.00	2,000.00	4,000.00	6,000.00	2,000.00	33.33
DEPARTMENT: 11041 - Robotics	0.00	925.00	925.00	7,000.00	6,075.00	86.79
DEPARTMENT: 11090 - QUIZ BOWL/ACAD CHA	0.00	0.00	0.00	3,000.00	3,000.00	100.00
DEPARTMENT: 11101 - BookBusters	0.00	16,832.00	37,112.00	32,750.00	4,362.00-	13.31-
DEPARTMENT: 12211 - ANIMAL SCIENCE	0.00	10,698.00	27,670.00	0.00	27,670.00-	0.00
DEPARTMENT: 42005 - DEAN OF TECHNICAL	0.00	500.00	5,385.09	0.00	5,385.09-	0.00
DEPARTMENT: 50000 - VICE PRESIDENT FOR	0.00	26,903.00	59,682.00	0.00	59,682.00-	0.00
DEPARTMENT: 81007 - KBUST	0.00	0.00	4,000.00	5,000.00	1,000.00	20.00
DEPARTMENT: 55026 - Trap Shooting	0.00	6,000.00	12,500.00	0.00	12,500.00-	0.00
DEPARTMENT: 81008 - Scholarships - Alu	0.00	1,464.00	3,294.00	0.00	3,294.00-	0.00
DEPARTMENT: 81009 - finishline scholar						
FUND: 72 - ACTIVITY FEE - SCHOLARSHIPS	0.00	700,926.19	1,518,249.12	1,527,900.00	9,650.88	0.63

Garden City Community College
02.28.25

		Amount	% Rate
Cash in Bank:			
	Commerce Bank	$963,635.83	0.000%
	KCB Operating*	$357,132.22	0.000%
	State Municipal Invest. Pool	$36,841.12	3.02%
	Landmark National Bank	$7,357,060.57	4.42%
	KCB MM	$1,043,827.05	4.42%
	Security Bank of KC -2021	$390,059.56	4.026717%
	Security Bank of KC -2022	$179,981.32	4.026717%
		$10,328,537.67	

		Type	Amount	% Rate	Beg. Date	Maturity
Investments:						
	Valley State Bank/Security State Bank	CD	$1,000,000.00	4.880%	8/22/2024	5/22/2025
	Security State Bank	CD	$1,000,000.00	4.550%	11/14/2024	5/15/2025
	KCB	CD	$700,000.00	4.700%	8/13/2024	8/13/2025
			$2,700,000.00			
	TOTAL		**$13,028,537.67**			

*Statement Balance

3.10.25
kja

Agenda No: II-D **Date: March 18, 2025**

Topic: **2025-26 Tuition, Fees, Room and Board rates**

Presenter: Dr. Ryan Ruda

Background Information:
Tuition and fee recommendations are based on analysis of data such as rates of the other Kansas community colleges, industry trends and historical costs. Kansas Community College Tuition and Fees schedule follows this recommendation as well as tuition and fee historical data for GCCC.

The state revenue is an unknown for FY 2026, with a potential decrease expected. Administration is recommending holding tuition flat with no increase for Finney County residents. In-state outside Finney County will realize a $2/hour increase in tuition. Border and Out of State will each respectively increase $3/hour in tuition. International student rate will increase $5/hour in tuition. Additionally, we are recommending a $5 per credit hour increase in student fees on all residency statuses. This increase will utilize $3 of this increase to offset student scholarships as well as general student activities and increase new student scholarship opportunities for dual credit, alumni scholarships, and program scholarships available to students. The additional $2 increase will be allocated to technology fees to offset increases in maintenance and service agreements as well as account for the loss in cybersecurity funds at the state which has accounted for $250,000.

Budget Information: Student fee revenues will be budgeted to offset student scholarships and auxiliary expenses within the Beth Tedrow Student Center as well as technology costs. The increase in room and board rates will go to the Residential Life Auxiliary Fund.

Recommended Board Action:
Board adopts the following tuition and fee rates for **2025-26:**

Finney County-- $5 increase in fees, hold tuition flat. **$5 total increase/credit hour**

In-state, outside of Finney-- $5 increase in fees, tuition increase of $2. **$7 total increase/credit hour**

Border state-- $5 increase in fees, tuition increase of $3. **$8 total increase/credit hour**

Out State-- $5 fees, $3 increase in tuition. **$8 increase total/credit hour**

International- $5 fees, $5 increase in tuition. **$10 increase total/credit hour**

Online- hold flat. **No increase**

Room and Board will increase as follows:

	RECOMMENDED*			
	2025-26 ROOM AND BOARD ROUNDED	**ROOM**	**BOARD**	**ANNUAL INCREASE**
WEST	**$ 7,325**	$ 3,400	$ 3,925	$ 425
EAST	**$ 7,200**	$ 3,275	$ 3,925	$ 400
APT	**$ 8,500**	$ 4,575	$ 3,925	$ 500
HOUSES	**$ 8,500**	$ 4,575	$ 3,925	$ 500
SUITES	**$ 8,800**	$ 4,875	$ 3,925	$ 500

The annual increase accounts for room and board. The board rate accounts for a 4% increase in CPI with our Great Western Dining contract. The room increase provides a path for generating dollars for covering deferred maintenance, upkeep, and improvements in the housing.

Board Action Taken: **_____Approved _____Disapproved**

_____Ayes _____Nays _____No Action

FY 24-25		County	Instate	Out	Intl	Online			
Allen		$ 142	$ 152	$ 162	$ 172	$ 142			
Barton		$ 115	$ 126	$ 155	$ 218	$ 160			
Butler		$ 99	$ 130	$ 190	$ 190	$ 99			
Cloud		$ 118	$ 125	$ 150	$ 169	$ 143			
Coffeyville		$ 100	$ 100	$ 130	$ 200	$ 140			
Colby		$ 131	$ 136	$ 190	$ 216	$ 150			
Cowley		$ 160	$ 170	$ 220	$ 270	$ 160			
Dodge City		$ 155	$ 185	$ 195	$ 205	$ 165			
Ft. Scott		$ 113	$ 128	$ 128	$ 194	$ 113			
GCCC		$ 123	$ 125	$ 144	$ 162	$ 150			
Highland		$ 155	$ 155	$ 155	$ 362	$ 155			
Hutchinson		$ 118	$ 128	$ 159	$ 178	$ 135			
Indy		$ 152	$ 158	$ 165	$ 249	$ 152			
Johnson		$ 101	$ 121	$ 237	$ 237	$ 101			
KCK		$ 107	$ 120	$ 232	$ 233	$ 115			
Labette		$ 127	$ 127	$ 152	$ 211	$ 127			
Neosho		$ 132	$ 147	$ 169	$ 224	$ 125			
Pratt		$ 133	$ 133	$ 148	$ 176	$ 133			
Seward		$ 126	$ 130	$ 169	$ 169	$ 163			
FY 26 COUNTY	**FY 26 INS**	**FY26 BORDER**	**FY 26 OUT**	**FY 26 INTL**	**FY26 ONLINE**				
11TH	12TH		5TH	4TH	12TH	rank in state--lowest to highest			
$5 fees/$0 tuition	$5 fees/ $2 tuition	$5 fees/ $3 tuition	$5 fees/ $3 tuition	$5 fees/ $5 tuition	flat-no increase				
$ 128	**$ 132**		**$ 152**	**$ 172**	**$ 150**	**25-26 CH/RATE WITH INCREASE**			

Agenda No: II – E **Date: March 18, 2025**

Topic: 2024-25 Capital Outlay Budget Amendment

Presenter: Dr. Ryan Ruda

Background Information: Administration presented to the Board of Trustees on December 10, 2024, a proposal to remodel the vacant area on the north end of the Spruce Street Technical Center building. The Garden City Career Connection would be relocated to the remodeled building. An RFP for this project was approved by the Board of Trustees on December 10, 2024, in the amount of $950,000 presented by Wiens & Company. The total project is estimated to be $1,400,000 – which includes construction, architectural fees, furnishing, and change orders. State and private funding has been secured to pay for this project. Required publication has been met with proof included in this document.

Budget Information: The 2024-25 Capital Outlay budget was adopted with expenditure budget authority of $855,000. This amendment will not change the levy for the 2024-25 Capital Outlay fund. The amendment gives the college budget authority to properly classify this project as a capital outlay project.

Recommended Board Action: Approve the Capital Outlay Budget Amendment, increasing the Capital Outlay budget authority to $2,855,000.

Board Action Taken: **_____Approved _____Disapproved**

_____Ayes _____Nays _____No Action

Board Member Notes:

NOTICE OF HEARING ON
AMENDING THE 2025 BUDGET

The governing body of
GARDEN CITY COMMUNITY COLLEGE
will meet on the 18TH day of MARCH, 2025 at 6:00 P.M.
BETH TEDROW STUDENT CENTER
for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at
PRESIDENT'S OFFICE
and will be available at this hearing.

SUMMARY OF AMENDMENTS

	Adopted Budget 2024-2025			Proposed Amendment 2024-2025 Budget
Fund	Actual Tax Rate	Amount of Tax to be Levied	Expenditures and Transfers	Expenditures and Transfers
CAPITAL OUTLAY	1.498	$878,770	$2,855,000	$2,855,000

Shawda Smith
Board Chair

Plant Funds **Capital Outlay**	Line	2022-2023 Audited Actual	2023-2024 Unaudited Actual	2024-2025 Proposed Budget
Unencumbered Cash Balance July 1	3	492,401	149,572	250,000
Revenues				
Federal Sources:				
Federal Grants	10			
Other Federal Income	11			
Total Federal Income	19	0	0	0
State Sources:				
Other State Income	24			
PEI Loan Program Income	25			
Total State Income	29	0	0	0
Local Sources:				
Prior Year Ad Valorem Property Tax	30			115,378
Current Year Ad Valorem Property Tax	31	534,454	435,752	xxxxxxxxx
Motor Vehicle Tax	32	46,124	48,329	37,957
Recreational Vehicle Tax	33	599	590	410
Delinquent Tax	34	14,955	15,027	3,605
In Lieu of Tax - Industrial Revenue Bond	35	8,002		0
Other Local Income	36			
Total Local Income	39	604,134	499,698	157,349
Other Sources:				
Gifts	40			
Interest	41			
All Other Income	42		10,000	2,000,000
Cancellation of Prior Year Encumbrances	43			xxxxxxxxx
Tax Credit Donations Income	44			
Total Other Income	49	0	10,000	2,000,000
Total Revenues (19 + 29 + 39 + 49)	60	604,134	509,698	2,157,349
Total Resources Available (3 + 60)	62	1,096,535	659,270	2,407,349

Plant Funds **Capital Outlay**	Line	2022-2023 Audited Actual	2023-2024 Unaudited Actual	2024-2025 Proposed Budget
Total Resources Available	62	1,096,535	659,270	2,407,349
Expenditures				
Plant Equipment and Facility	71	594,218	374,417	2,855,000
Principal on Bonds	72			
Interest and Fees	73			
Payments to Reserves	74			
Cash-Basis Reserve	75			
Total Expenditures	79	594,218	374,417	2,855,000
Total Transfers	89	352,745	34,853	
Total Expenditures & Transfers (79+89)	90	946,963	409,270	2,855,000
Unencumbered Cash Balance June 30 (62 - 90)	93	149,572	250,000	xxxxxxxxx
Tax Computation				
Unencumbered Cash Balance (3)	94			250,000
Tax in Process (40)	95			115,378
Total Resources (60 - 40)	96			2,041,971
Six month Resources (50% of 96)	97			1,020,986
Total Resources (94 thru 97)	98			3,428,335
Total Expenditures & Transfers (90)	99			2,855,000
Six Month Expenditures (50% of 99) *	100			1,427,500
Total 18 Month Expenditures (99 + 100)	101			4,282,500
Tax Required (101 - 98)	102			854,165
Delinquent Tax Percent	103	2.8%		24,606
Taxes Levied (102 + 103)	104			878,770

* Recommended

Budget Form CC-K 2024-2025 STATE OF KANSAS

CERTIFICATE

TO THE CLERK OF FINNEY COUNTY COUNTY, STATE OF KANSAS

We the undersigned, duly elected, qualified and acting officers of

GARDEN CITY COMMUNITY COLLEGE

certify that: (1) the hearing mentioned in the attached proof of publication was held; (2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditure for the various funds for the year 2024-2025; and (3) the Amount(s) of 2024 Tax to be Levied are within statutory limitations.

Table of Contents:			2024-2025 Adopted Budget		
Adopted Budget and Financial Statements	K.S.A.	Page No.	Expenditures & Transfers	Amount of 2024 Tax to be Levied	County Clerk's Use Only
Statement of Conditional Lease, etc.		1			
Current Funds Unrestricted:					
General	71-204	2	26,921,000	16,291,008	
Postsecondary Technical Education		4	4,000,000	xxxxxxxxx	
Adult Education	71-617	6	433,504	0	
Adult Supplementary Education	74-32,261	8	950,000	xxxxxxxxx	
Auxiliary Enterprise		10	5,150,000	xxxxxxxxx	
Total Current Funds Unrestricted			37,454,504	16,291,008	
Plant Funds					
Capital Outlay	71-501	11			
Total Plant Funds			2,855,000	878,770	
Total – All Funds		xxxxxxx	40,309,504		
Hearing Notice		12		Final Assessed Valuation	

Assisted by:

Revenue Neutral Rate:	25.066
Does budget require a resolution to exceed the Revenue Neutral Rate?	YES

Attest: _____, 2024

County Clerk

Signature and Title of Elected Official

Page No. 14

Column

See Proof on Next Page

AFFIDAVIT OF PUBLICATION

Garden City Telegram
1807 E Mary St. #7, Garden City, KS 67846
(620) 504-9885

State of Pennsylvania, County of Lancaster, ss:

I, India Johnston, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Garden City Telegram, a publication that is a "legal newspaper" as that phrase is defined for the city of Garden City, for the County of Finney, in the state of Kansas, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates.

Publication Dates:
- Mar 6, 2025

Notice ID: toHkxmLUEpFcXsiFAi6i
Notice Name: GCCC 2024-25 BUDGET AMENDMENT
Publication Fee: $41.41

India Johnston

_____
Agent

VERIFICATION

State of Pennsylvania
County of Lancaster

Commonwealth of Pennsylvania - Notary Seal
Nicole Burkholder, Notary Public
Lancaster County
My commission expires March 30, 2027
Commission Number 1342120

Signed or attested before me on this: 03/07/2025

Nicole Burkholder

_____
Notary Public

Notarized remotely online using communication technology via Proof.

NOTICE OF HEARING ON
AMENDING THE 2025 BUDGET

The governing body of
GARDEN CITY COMMUNITY COLLEGE
will meet on the 18TH day of MARCH, 2025 at 6:00 P.M.
BETH TEDROW STUDENT CENTER
for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at
PRESIDENT'S OFFICE
and will be available at this hearing.

SUMMARY OF AMENDMENTS

	Adopted Budget 2024-2025			Proposed Amendment 2024-2025 Budget
Fund	Actual Tax Rate	Amount of Tax to be Levied	Expenditures and Transfers	Expenditures and Transfers
CAPITAL OUTLAY	1.498	$878,770	$2,855,000	$2,855,000

Board Chair

Published in Garden City Telegram March 6, 2025.

######

NOTICE OF HEARING ON
AMENDING THE 2025 BUDGET

The governing body of
GARDEN CITY COMMUNITY COLLEGE
will meet on the 18TH day of MARCH, 2025 at 6:00 P.M.
BETH TEDROW STUDENT CENTER
for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

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PRESIDENT'S OFFICE
and will be available at this hearing.

SUMMARY OF AMENDMENTS

	Adopted Budget 2024-2025			Proposed Amendment 2024-2025 Budget
Fund	Actual Tax Rate	Amount of Tax to be Levied	Expenditures and Transfers	Expenditures and Transfers
CAPITAL OUTLAY	1.498	$878,770	$2,855,000	$2,855,000

Shawda Smith
Board Chair

Published in Garden City Telegram March 6, 2025.

######

Budget Form CC-J STATE OF KANSAS

NOTICE OF HEARING TO EXCEED THE REVENUE NEUTRAL RATE AND BUDGET HEARING
2024-2025 BUDGET

The governing body of GARDEN CITY COMMUNITY COLLEGE in FINNEY COUNTY will meet on September 10, 2024 at 6:00 p.m. at BTSC Omar D. Angeles Endowment Room

for the purpose of answering objections of taxpayers relating to the proposed use of all funds, and the amount of ax to be levied, the revenue neutral rate, and to consider amendments. Detailed budget information is available at President's Offic and will be available at this hearing.

BUDGET SUMMARY

The Expenditures and the Amount of 2024 Tax to be Levied (as shown below) establish the maximum limits of the 2024-2025 budget. The "Est. Tax Rate" in the far right column, shown for comparative purposes, is subject to change depending on final assessed valuation.

	2022-2023		2023-2024		Proposed Budget 2024-2025		
	Actual Expend. & Transfers	Actual Tax Rate*	Actual Expend. & Transfers	Actual Tax Rate*	Budgeted Expend. & Transfers	Amount of 2024 Tax to be Levied	Est. Tax Rate*
Current Funds Unrestricted General Fund	18,623,116	24.277	22,188,105	24.522	26,921,000	16,291,008	27.765
Postsecondary Tech Ed	3,181,058	0.000	3,080,464	0.000	4,000,000	xxxxxxxxx	xxx
Adult Education	328,525	0.000	357,177	0.000	433,504	0	0.000
Adult Supp Education	687,749	xxx	780,475	xxx	950,000	xxxxxxxxx	xxx
Auxiliary Enterprise	3,520,629	xxx	3,793,459	xxx	5,150,000	xxxxxxxxx	xxx
Plant Funds		xxx		xxx		xxxxxxxxx	xxx
Capital Outlay	946,963	0.999	409,270	0.742	2,855,000	878,770	1.498
Total All Funds	**27,288,040**	**25.276**	**30,608,950**	**25.264**	**40,309,504**	**xxxxxxxxx**	**29.263**
						*Revenue Neutral Rate***	*25.066*
Total Tax Levied	13,790,984		14,854,792		xxxxxxxxxx	17,169,779	
Assessed Valuation	545,615,763		587,982,569		586,747,659		

Outstanding Indebtedness, July 1

	2022	2023	2024
Lease Purchase Principal	13,969,055	12,443,406	10,782,757
Total	13,969,055	12,443,406	10,782,757

* Tax Rates are expressed in mills.

***Revenue Neutral Rate as defined by KSA 79-2988*

Garden City Community College, Board of Trustees

Policy Type: Executive Limitations Policy Title: General Executive Constraints

The president shall not cause or allow any practice, activity, decision, or organizational circumstance, which is illegal, imprudent, or in violation of commonly accepted business and professional ethics.

1. An open climate in the decision-making process shall not be discouraged.

2. Actual financial conditions at any time shall not incur fiscal jeopardy or compromise board ENDS priorities.
   HLC Link: 1.B.2

3. Information and advice to the board will have no significant gaps in timeliness, completeness, or accuracy.

4. Compensation and benefits for staff shall not deviate significantly from market.

5. No fewer than two administrators will be informed of president and board matters and processes.

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

7. 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**.** Purchases directed by grant funds are excluded. (Approved 11/11/2020)

8. The president shall not initiate new programs or retain existing programs without consideration of cost-effectiveness and overall value.

9. The president shall not fail to provide redundancy and cross training which transitions leadership of the college in the event of a planned or unplanned departure.

10. The president shall not fail to ensure a safe and healthy environment on campus.

(Continued on next page)

Policy Title: General Executive Constraints continued

11. The President shall not fail to have a college-wide strategic plan, focused on continuous improvements and financial planning; provide bi-annual updates to the board on strategic plan. HLC Link: 4.A.1; 4.C.1, 2, 3

Reviewed annually, #7 bi-annually. #8 annually.

May 10, 2006: Reviewed
June 27, 2017: Reviewed
July 10, 2018: Reviewed
December 11, 2018: Reviewed
July 16, 2019: Reviewed
January 14, 2020: Reviewed
July 21, 2020: Reviewed
October 13, 2020: Reviewed
October 19, 2021: Reviewed
March 9, 2021: Reviewed
January 12, 2021: Reviewed
March 8, 2022: Reviewed
January 17, 2023: Reviewed
April 18, 2023: Reviewed
August 15, 2023: Reviewed
November 14, 2023: Reviewed
February 20, 2024: Reviewed

Actual financial conditions at any time shall not incur fiscal jeopardy or compromise board ENDS priorities.

CEO's Interpretation: The President must ensure the financial conditions of the college do not jeopardize fiscal solvency. The President must ensure that there is clear alignment of finances and planning toward the board ENDS of: Mission, Essential Skills, Work Preparedness, Academic Advancement, Personal Enrichment and Workforce Development.

Data directly addressing interpretation:
The board receives monthly financial reports of the financial conditions of the college. In addition to a direct budget line report of revenues and expenses, the college has developed a summary page of revenue and expenses. This summary page provides a comparison to the previous year as well as a Year to Date % for tracking purposes. These reports provide an enhanced mechanism for direct board inspection and review of the financial conditions of the college. This aligns with being able to "Inspect what you Expect."

The college planning and budgeting process aligns to the four pillars of the strategic plan and collectively to the board ENDS. The four pillars of the strategic plan are:

- Student Success
- Institutional Partnerships
- Fiscal Solvency
- Sustainable Infrastructure

Within each of the four pillars are goals and strategies that further embed and correlate to the board ENDS. These embedded goals and strategies correspond to the college planning and budgeting process. Tying the annual planning and budgeting process to the college strategic plan and to the ENDS priorities creates a systematic and integrated planning process. The institution allocates resources in alignment with its mission and priorities, as identified through the college strategic plan and board ENDS.

Grants and private fundraising are also avenues which are leveraged to assist in funding that aligns and meets the board ENDS. Over $7 million in federal awards were received in this past fiscal year to provide support towards overall fiscal condition of the college. Additionally, over 6 million in private funding and other grants have been secured to help in overall fiscal solvency and meeting the mission and strategic plan.

To ensure that this process is in place and for evaluative purposes, the board receives an annual report in the fall semester which provides updates and transparency of progress made on the strategic plan. Additionally, each of the ENDS are reviewed and reported on to the board for transparency and verification that the board ENDS are being met and not compromised.

The college also has developed a robust Master facilities plan. Within this plan is historical information on each physical building along with timelines of updates and improvements which have been made to the buildings and grounds. Contained within the master facilities plan is a timeline of projects and deferred maintenance items which have been developed along with a timeline for reference. Funding of these projects and deferred maintenance are planned for annually to be mindful of addressing the integrity and longevity of campus, while also being mindful of budget planning.

March 2025 MONITORING REPORT
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March 18, 2025

Agenda Item:

EXECUTIVE LIMITATIONS
General Executive Constraints

The president shall not fail to ensure a safe and healthy environment on campus.

CEO's Interpretation: The President must ensure the campus is safe for all students, staff, and community members. In addition, the president will promote a healthy campus.

Data directly addressing interpretation: Below are some of the activities for 2024-25 so far.

Title IX

Virtual Orientation

Through collaboration and group initiative, an assignment was embedded within the PCDE courses for completion of Title IX Virtual Orientation. From August 2024 to March 2025, there were 348 students who started Virtual Orientation, with 166 completions.

The plan for 2025-2026 is to continue to look at ways to embed virtual orientation and increase participation and completion percentages for Title IX Virtual Orientation.

Title IX Mandatory Reporter Training

Mandatory Reporter training sessions were scheduled throughout the academic year, for all new employees and for those that have not attended a previous training session. For the Fall semester, Title IX hosted breakout sessions for In-Service and two additional sessions were offered during September. For the Spring semester, Title IX held sessions for February and two additional sessions will be offered in March. Additional sessions will be offered each month to assist in training with new employees.

Title IX Training

Presented to Resident Assistants (RA's) on Title IX, Role of Responsible Employee, Guide for Responding, and Consent in August 2024 and January 2025.

New Faculty Orientation

Presented to new faculty regarding Title IX at Garden City Community College, provided information and materials on Title IX, Non-Discrimination/Anti-Harassment Policy, *Title IX: Know Your Rights*, the role of being a mandatory reporter, and resources on campus for students, faculty, and staff.

Residential Life Check-In/Parent Sessions

Provided information on Title IX to include my role as the Title IX Coordinator, information on how to report and resources on campus to include confidential resources.

New Student Orientation

Hosted breakout Sessions for Campus Safety & Title IX to include information on Navigating Boundaries, Healthy Relationships, and Consent.

Professional Development

Attended The Heartland Safety Summit on November 13-14, 2024, at the University of Kansas in Lawrence, Kansas. This conference engaged participants with information on improving campus efforts to prevent and respond to sexual assault, relationship violence, and stalking. As well as providing a comprehensive and integrated approach to preventing and responding to gender-based violence, while promoting a system of support that encourages respectful, healthy relationships on college campuses.

Attended Time with IX webinars hosted by ATIXA and T&H TacTIXs Webinar Series.

Campus Communication

Email correspondence to employees regarding the "*Employee Guide for Responding to Sexual Misconduct Disclosures."*

Sent an email to all students that highlights *"Know Your Rights" with Title IX.*

Awareness Campaign

Spring 2025 launched a Consent Campaign "Be A Hero Respect Consent", with a call to action.

- Make a difference by championing clear, enthusiastic, active, and ongoing consent in relationships and conversations.
- Educate yourself and others about what consent truly means and challenge behaviors or attitudes that undermine it.
- Lead by example and support a culture of respect and communication by respecting others' boundaries. Contribute to creating a safer campus environment.

Educational/Awareness Events

Participating in events throughout the academic year to provide information on Title IX*, Know Your Rights*, Boundaries, Healthy Relationships, and Consent.

Keep It Safe
Clothesline Project
Invisible No More-Invisible Disabilities Awareness
Red Flag
Stress & Anxiety
Holiday Blues
EmpowerU: Your Resource Rally

Sexual Assault Awareness Month- Title IX is collaborating with Family Crisis and Trio Student Support Services to host a Day of Action on April 1, 2025, #WearTeal to show your support for Sexual Assault Awareness Month. Stand with survivors and raise awareness.
Hosting a campus event on April 9, 2025- "Consent is a Vibe. Make Sure You Catch It."

Student Services Initiatives for a safe and healthy campus

- The RAVE test was sent on 2.06.2025.
- Continued partnerships with Genesis and Uwill for mental health counseling for all students.
- Continued partnership with Family Crisis Advocate.

Student Health Services

- Annual faculty and staff, new employee training includes blood-borne pathogens and sexual harassment training. Online training to help facilitate the education and completion of training through Human Resources.
- Hepatitis B vaccination designated employee requirement
- Automatic External Defibrillators- monthly maintenance checks (currently 10 AEDs on campus).
- Narcan-monthly maintenance checks. 8 sites
- Narcan training offered to employees
- Partnership with Family Crisis offers on-campus advocacy, available to all students, faculty, and staff. Family Crisis GCCC Campus Advocate attends residential life check-in, student health services informational booths & provides education.
- Partnership Genesis Mental Health Counselors, provide on-campus counseling
- FCHD MOU monthly on-campus clinic
- Maintain files and records of all students, faculty, and staff who require health-related assistance
- Ensure immunization policy compliance
- Respond to health-related issues on campus
- College Health Nurse - Building Emergency Leader (BEL)

- Employee and student communication staying well and preventive actions for communicable diseases i.e. respiratory illness
- Serve as a referral agent and work closely in obtaining services with other healthcare providers in the community
- Virtual Care 24/7 365, transition to UWill August 2024
- Agreement with St. Catherine Hospital Centura Health offering students access to affordable healthcare, Plaza Medical Center
- Maintain professional contact with Blake Stucky MD, Medical Director of Student Health Services, offering access to quality healthcare.
- Maintain membership in ACHA
- Maintain CLIA license
- Maintain CPR certification
- Student Health Survey to students, faculty & staff
- Attend School Nurse Conference
- Educational Events: “Home Sweet Home”; Keep It Safe, Stress/Anxiety, Holiday Blues, STI, Alcohol/Drug Awareness
- Screenings: Vision (Fall/Spring) Dental
- American Red Cross Blood Drive
- Increase engagement with student’s use of social media i.e. Buster Biz- “Influenza & You”, “Protect Your Health- Handwashing”, Eating Healthy in College, Facebook,
- Committees- Sanesart; Prevention Taskforce Livewell; GCCC Nursing Advisory; FCHD Family Practice Services Advisory; GCCC Safety Committee, GCCC Safety Taskforce

Campus Police Department

Campus Police assist the Facilities/Maintenance team with a periodic inspection of the campus lighting. This inspection is scheduled monthly, and the results are sent to the Director of Physical Planning and Facilities Management for review. The Director then schedules the rental of a lift truck, and the lighting is repaired and/or bulbs are replaced. Also, Campus Police assist with periodic inspections of the automatic door access in all buildings. Work orders are initiated on all doors with malfunctions.

In August 2024, the campus police chief attended Safety Response Training at Fort Hays State University. During the course, participants worked through a tabletop emergency.

In September 2024, Campus Police Officer Mason Taylor attended Sexual Assault Response Training in Liberal.

In November 2024, College Council Chief Dozier facilitated a Mass Demonstration Tabletop Exercise with Dr. Ruda and council members. The tabletop was unique to GCCC. At the

conclusion of the event, it was realized that we now have a good foundation to work from should we ever encounter this.

In November 2024, Campus Police Officer Mason Taylor attended instructor training regarding de-escalation techniques. He will provide training to campus police staff and other college employees in the near future.

In February 2025, campus police participated in a safety resource event with other GCCC support teams. The event was held in the library for students and visitors.

On March 3, 2025, Campus Police held a meeting with Building Emergency Leaders (BEL) to discuss safety protocols and recommendations. We have increased to 27 BEL stations with our recent building expansions. Meetings are scheduled at least once during the Spring and Fall semesters unless campus safety issues arise. During the meeting, an updated Emergency Operations Plan was distributed to attendees. The meeting was well attended.

In response to the reported armed intruder in October 2023, Dr. Ruda activated the Safety Taskforce. The Taskforce has met multiple times over the past year. The goal of the Taskforce is to develop safety initiatives that enhance campus safety. A few of the discussed initiatives are listed below:

- Facilities has conducted an assessment of buildings on campus with a focus on safety/ADA issues. Upgrades are planned after approval of the college budget.
- The Safety Taskforce recommended the installation of Public Address (PA) capabilities in all buildings. IT is exploring a design that would reduce costs for the project. This PA capability would overlap our BEL radio system to relay critical information during emergencies.
- Campus Police introduced a civil disturbance tabletop exercise to the Taskforce. We are utilizing best practices/lessons learned from the events that have adversely affected college campuses across the country during the past year. DR Ruda has expressed his desire to work through the tabletop exercise with various leaders at GCCC.

The GCCC Emergency Response Plan (flip guide) has been updated and distributed. We are working on the Emergency Operations Plan update.

The RAVE Emergency Notification System was tested on September 6, 2024. Test notifications were sent out to students, faculty & staff through cell phone calls, texts, and e-mail messages.

Chief Dozier has recommended that employees in all buildings take at least one hour during in-service week to discuss safety issues on campus. Dr. Ruda approved this suggestion and encouraged leaders across campus to initiate this measure. Campus Police personnel are available to facilitate discussions and to assist whenever necessary.

Athletics

1. Pre-Season Team Meetings – occur annually before the start of practices, athletic trainers meet with their teams individually to discuss expectations regarding injuries, basics of hydration/nutrition, injury prevention, and concussion education
2. Coaches, Staff, and Student Athletic Trainers all First Aid/CPR/AED Certified
    a. Head Athletic Trainer is now trained and certified to teach, which means the department no longer needs to host on-campus certifications through our partnership with St. Catherine Hospital
    b. Working to implement a resuscitation quality improvement program and better quality of CPR training for everyone on campus
3. Hosting comprehensive physical examinations on-campus for our student athlete's pre-participation (moving from three rounds to five)
4. Use of Healthy Roster – allowing direct communication with St. Catherine and Common Spirit when athletes get referred for injuries
    a. Collaboration between athletics and campus health through a healthy roster
5. Use of Sway Concussion Tools – allowing for real-time, effective, and objective concussion evaluations (with sideline assessment included)
6. 6. Received grant funding and implemented an "athlete specific" vending machine – stocked with healthy carbs and high-protein snacks in DPAC
7. Working towards an emergency action plan through EMS
8. VALD system - Working with the Football team initially with fatigue management and recovery monitoring. This has been suggested to other teams with interest.
9. Clinical site coordination for student education. This could help improve treatments and future athletic trainer interest. Improve education.

Human Resources Report

Grow Well Clinic

Since the inception of the Grow Well Clinic in 2021, our employee usage has continued to steadily increase. In 2021, from October to December 248 employees visited the Grow Well Clinic. The total number of employees who have visited the Grow Well Clinic by year is as follows:

- 2022 - 795 employees (30.9% increase since inception)
- 2023 – 811 employees (10.8% increase from previous year)
- 2024 – 1,083 employees (22.9% increase from previous year)

Additionally, GCCC decided to continue providing mental wellness as an added benefit for employees and the number of visits has steadily increased since offering in 2022. The total number of employees who have utilized the mental wellness services through Grow Well as follows:

- 2022 – 127 employees
- 2023 – 240 employees (89.0% increase from previous year)
- 2024 – 232 employees (-3.3% decrease from previous year)

Biometric Screenings on Campus- Flu Shot Clinic/ Grow Well Clinic

Free annual biometric screenings and flu shot clinics were held for all full-time employees on October 17, 24, and 31, 2024.

Human Resources Professional Development

Human Resources attended a virtual training on Leading Workplace Investigations from August 28 to September 25, 2024.

Professional Development

HR in collaboration with various departments around campus has continued to develop professional development offerings for all employees. This is accomplished in the form of breakout sessions held in the afternoon of the Spring and Fall in-service.

Employee Communication

HR communicates with all employees in the form of email, during in-service, and all-employee meetings. To properly address all employees HR has found communicating the information in more than one format targets most of our employees. We have identified that we cannot rely solely on emails to get important messages across.

All compliance-related messages are sent out via Bustermail and/or through the employee benefit guide. HR will speak in front of the employees during in-service to relay important deadlines of events or of changes occurring to benefits.

Safe College- Vector Solutions

HR is still currently using the online training through Safe College- Vector Solutions for mandatory compliance.

The current annual training assigned consists of:

- FERPA: Confidentiality of Records
- Blood Borne Pathogens
- Title IX – Roles of Employees

Well Busters Wellness program

This report reflects the impact of last year's rebrand of the Well Busters and the continuation of the program for the 2024-2025 academic year. The program has seen excellent participation rates, with staff members from various departments actively engaging in wellness activities. This high level of involvement has contributed to a noticeable improvement in overall staff

morale and productivity. The initiative fosters a stronger sense of community and collaboration, that directly aligns with our institutional goals.

Hosted six Wellness Wednesdays which were held on the 3rd Wednesday of the month around campus. We partnered with GrowWell and myself and Alexis facilitated the contact of the presenter and location of each event. Healthy snacks were ordered from Great Plains Dinner for each session. On average we had about 12 people in attendance for each session.

Held 2 team walking challenges- One in September/October and the other one in Dec/Jan. We had several participants for each challenge forming 9 teams (41 people) for the first challenge and 14 teams (53) for the second challenge.

Hosted a New Year, New You Challenge from Jan. to March. It was all about personal growth and working out 3 times a week for 30 minutes. We had over 40 people sign up for this challenge.

For the end of the year challenge, Mile a Day in May. You can walk, bike, run, row, or swim. Complete all 31 days.

Data was collected from Biometrics screening and participants will be able to compare their data with next year's data.

Answering concerns and frustrations emails from faculty and staff about canceling the use of the weight room on campus- I called all the gyms in town to get rates to see if we could get a group membership rate. The cheapest group rate was from Core Fitness. A lot of emails back and forth between Karla and Alexis. We are hopeful for this to be implemented for next year with automatic pay. (THIS HAS BEEN IMPLEMENTED AS AN OPTION FOR OUR EMPLOYEES)

Attended Benefit committee meetings to update them on the progress of the events that were happening.

Researched details about providing a healthy vending machine in the ACAD building and reported to Phil.

Furthermore, this year's focus and goal will be the utilization of on-campus facilities. The goal is for staff members to make the most of the fitness centers, recreational spaces, and health services available to them. With this as Well Busters' top priority and goal, not only does this promote physical wellness but also underscores our commitment to supporting the well-being of our employees.

Here are some of the ideas for this academic year.

Healthy Habits, Employee Wellness Director-2024 Activity Calendar

- Lunch Buddy Walking team – walking together at lunch and logging hours/minutes-**August/September**
- Biometrics-**October**
- Diet and wellness tracking information classes-4 weeks/ once a week check in- (taught by Jaime McVey) **October**
- Fitness reset – working out at the super circuit on a certain day and time with instruction 2Xs a week. Pay an instructor- $50 a lesson – **October 28th-November 22.**
- Water intake challenge: oz of water per pound you weigh-**December**
- Walking Team challenge-**January**
- Wellness Apps-**January**
- Healthy Cooking Class-**February**
- Healthy Recipe Exchange-**March**
- Come learn all about lifetime sports/activities all month - **April**
- Outdoor workout center
- Yoga
- Zumba
- Spike ball
- Pickleball
- Street Racket
- Frisbee golf
- Bocci Ball
- Bags

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.

4. Students will develop an awareness of diversity.
   HLC Link: 1.C.1, 2

5. Students will develop an awareness of social responsibility.
   HLC Link: 1.C.1, 2; 4.A.6

Reviewed Annually.

May 10, 2006: Reviewed
June 14, 2016: Reviewed
September 10, 2019: Reviewed
February 11, 2020: Reviewed
February 15, 2022: Reviewed
February 21, 2023: Reviewed
March 12, 2024: Reviewed

Essential Skills

Critical Thinking: Students will develop critical thinking skills.

Diversity Awareness: Students will develop awareness of diversity.

Oral Communication: Students will demonstrate oral communication skills.

Social Responsibility: Students will develop an awareness of social responsibility.

Written Communication: Students will illustrate writing skills.

Employability Skills

Communication: Students will be able to communicate effectively.

Critical Thinking: Students will be able apply critical thinking skills in industry-specific situations.

Work Ethic: Students will be able to apply work ethic.

Institutional Skills Assessment

The Student Learning Assessment Team (SLAT) is a committee of eight faculty members tasked with driving academic assessment at GCCC. This group includes broad representation from academic areas across campus.

SLAT has adopted the Board of Trustees' Essential Skills as the college's General Education Outcomes and has worked to develop an assessment plan for transfer programs based on them. Technical programs assess a comparable set of General Education Outcomes, the Employability Skills. Together, they are referred to as the Institutional Skills. SLAT's work is guided by the following Definition and Statement of Purpose to guide the work of General Education/Institutional Skills Assessment:

Definition

General Education assessment considers broad student learning outcomes that apply to all students who graduate from GCCC and fulfill the mission statement of Garden City Community College: "Garden City Community College exists to produce positive contributors to the economic and social well-being of society." As these skills are essential for all learned persons, they cut across all disciplines and majors as well as co-curricular activities. Garden City Community College's Board of Trustees has approved the five Essential Skills — Critical Thinking, Cultural Diversity, Oral Communication, Social Responsibility, and Written Communication— as our institutional ends (institutional outcomes), and GCCC transfer programs have adopted the Essential Skills as their General Education outcomes. Technical programs have adopted the three Employability Skills—Communication, Critical Thinking, and Work Ethic— as their General Education outcomes.

Statement of Purpose:

Comprised of the fundamental outcomes of a GCCC education, the General Education program's outcomes represent accumulated skills (Institutional Skills) one gains from his or her time spent at GCCC rather than

a core set of shared courses. While these skills are shared across all majors and disciplines, the presentation of them varies as each discipline has respective expectations for each skill. For example, all students should be able to think critically, but critical thinking is expressed differently for nurses, physicists, welders, etc. Therefore, while the core curriculum often serves to introduce and reinforce these essential skills, the mastery and assessment of them occurs within each program's courses specifically as majors apply the institutional skills within their chosen discipline.

As a whole, General Education/Institutional Skills are assessed like any other program at GCCC with the Essential Skills and Employability Skills functioning as the General Education Program Learner Outcomes. Essential Skills are assessed by transfer programs while Employability Skills are assessed by technical programs. The criteria and definitions of the two sets overlap although the Employability Skills are situated within a workforce framework.

Assessment Update: An Overview of Procedural Changes

Last year, we reported we had made several procedural changes in hopes it would result in higher participation rates and more comparable data. These changes were designed to streamline processes based on years of faculty feedback. These changes include:

- Using the Canvas Learning Management System to collect assessment data. Faculty can assess outcome data in real time using the rubric system in Canvas.
- Using Microsoft Teams to collect plans, results, and reflections on assessment data.

These changes have improved the comparability of data, and the results below show an increased number of programs participating as compared to last year.

However, there is still confusion about the format and output for reporting data. For this year, Essentials Skills results are in the form of percentages. These percentages represent the percent of students who met the target score set by that program for that criterion in the rubric.

Employability Skills were reported using aggregate rating data.

SLAT has spent the past two years refining procedures and streamlining data collection and reporting. While this has resulted in significant progress to how we do assessment at GCCC, it has become clear after reviewing the data and through faculty feedback that there is a knowledge gap for faculty related to these streamlined procedures. Looking ahead, SLAT and the Assessment Coordinator are discussing shifting the focus away from refining procedures and toward education, training, and facilitation to assist faculty in both completing required assessments and in understanding why we do assessment. As part of this, SLAT believes it is time to begin examining the underlying philosophy behind Institutional Skills Assessment and how to best align it with our needs as an institution.

In addition, SLAT members continue to meet with individual programs to discuss their assessment needs and concerns to better capture successes and challenges that programs are facing.

Essential Skills Assessment Results

Annually, GCCC programs report the courses, measurement tools, semesters, and instructors through which each General Education assessment will occur. Faculty in individual programs then evaluate the work of majors using common rubrics. The rubrics for each of the five Essential Skills and three Employability Skills are attached to this report.

Currently, programs assess two Essential Skills each year. In addition, they preview at least one additional skill to add to their assessment rotation. This process involves interpreting rubrics for their programs and majors' needs including discussing targets, identifying where data will be collected, and creating appropriate assessment tools.

The data presented below includes overall scoring for the last four years; however, any comparisons between the years should be done cautiously. The 2020-2021 academic year was severely disrupted by the COVID-19 pandemic. As was included in this report last year, changes in assessment procedures resulted in confusion and therefore incomparable data. And, as noted above, the 23-24 data was reported in two different modes—percentages of students who met the target for Essential Skills, and aggregated data for student performance on the Employability Skills.

Essential Skills Assessment Data (majors only)

Critical Thinking *20 pt. scale*	**Explanation of Issues**	**Evidence**	**Influence of Context & Assumptions**	**Student's Position**	**Conclusions & Related Outcomes**		**Total**
2020-2021 (3 programs)	3.88	3.89	3.75	3.5	3.83		**18.85**
2021-2022 (1 program)	3.00	3.69	4.00	3.00	3.75		**17.44**
2022-2023 (7 programs)	N/A	N/A	N/A	N/A	N/A		**N/A**
2023-2024 (3 programs)	100%	100%	100%	100%	100%		**100%**
Diversity Awareness *24 pt. scale*	**Knowledge: Cultural Self-Awareness**	**Knowledge: Cultural Worldview Frameworks**	**Skills: Empathy**	**Skills: Verbal & Non-Verbal Communication**	**Attitudes: Curiosity**	**Attitudes: Openness**	**Total**
2020-2021 (2 programs)	3.41	3.42	2.82	3.00	2.88	2.92	**18.43**
2021-2022 (1 program)	2.64	2.45	2.91	3.00	2.64	2.55	**16.19**
2022-2023 (1 programs)	N/A	N/A	N/A	N/A	N/A	N/A	**N/A**
2023-2024 (0 programs)	N/A	N/A	N/A	N/A	N/A	N/A	**N/A**
Oral Communication *20 pt. scale*	**Organization**	**Language**	**Delivery**	**Supporting Material**	**Central Message**		**Total**
2020-2021 (5 programs)	3.25	3.07	2.97	2.79	3.06		**15.15**
2021-2022 (3 programs)	3.20	3.10	3.26	3.43	3.16		**16.16**
2022-2023 (4 programs)	N/A	N/A	N/A	N/A	N/A		**N/A**
2023-2024 (1 program)	93%	93%	93%	93%	93%		**93%**
Social Responsibility *24 pt. scale*	**Diversity of Communities & Cultures**	**Analysis of Knowledge**	**Civic Identity & Commitment**	**Civic Communication**	**Civic Action & Reflection**	**Civic Contexts/ Structure**	**Total**
2020-2021 (1 program)	2.00	2.00	2.00	1.80	1.80	1.60	**11.20**
2021-2022 (1 program)	3.31	3.31	3.23	3.62	3.00	2.92	**19.39**
2022-2023 (0 programs)	N/A	N/A	N/A	N/A	N/A	N/A	**N/A**
2023-2024 (0 programs)	N/A	N/A	N/A	N/A	N/A	N/A	**N/A**

Written Communication *20 pt. scale*	**Context & Purpose**	**Content Development**	**Genre & Disciplinary Conventions**	**Sources & Evidence**	**Syntax & Mechanics**		**Total**
2020-2021 (4 programs)	3.68	3.57	3.10	3.54	2.94		**16.84**
2021-2022 (5 programs)	3.04	3.16	3.00	3.14	2.67		**15.02**
2022-2023 (0 programs)	N/A	N/A	N/A	N/A	N/A		**N/A**
2023-2024 (2 programs)	100%	100%	77%	92%	100%		**100%**

Employability Skills Assessment Data (majors only)

Communication *16 pt. scale*	**Context & Purpose**	**Language**	**Delivery**	**Central Message**	**Total**
2020-2021 (2 programs)	2.92	3.13	3.13	3.20	**12.37**
2021-2022 (3 programs)	2.98	2.76	2.82	2.88	**11.45**
2022-2023 (1 program)	N/A	N/A	N/A	N/A	**N/A**
2023-2024 (0 programs)	N/A	N/A	N/A	N/A	**N/A**
Problem Solving *16 pt. scale*	**Inquire**	**Synthesis**	**Analysis/ Evaluation**	**Innovation/ Application**	**Total**
2020-2021 (3 programs)	3.00	3.07	2.84	2.82	**8.92**
2021-2022 (3 programs)	3.07	2.95	2.89	2.96	**11.87**
2022-2023 (3 programs)	N/A	N/A	N/A	N/A	**N/A**
2023-2024 (1 program)	3.24	2.95	3.13	3.29	**12.61**
Work Ethic *12 pt. scale*	**Employability Skills**	**Community Skills**	**Performance Skills**		**Total**
2020-2021 (4 programs)	3.05	3.30	2.71		**9.06**
2021-2022 (0 programs)	N/A	N/A	N/A		**N/A**
2022-2023 (4 programs)	N/A	N/A	N/A		**N/A**
2023-2024 (1 program)	3.19	3.48	3.00		**9.67**

Critical Thinking: Students will develop critical thinking skills.

Definition: Critical thinking is a habit of mind characterized by the comprehensive exploration of issues, ideas, artifacts, and events before accepting or formulating an opinion or conclusion.

Evaluators are encouraged to assign a zero to any work sample or collection of work that does not meet benchmark (cell one) level performance.

Critical Thinking:

	Capstone 4	Milestones 3	2	Benchmark 1	Score
Explanation of issues	Issue/problem to be considered critically is stated clearly and described comprehensively, delivering all relevant information necessary for full understanding.	Issue/problem to be considered critically is stated, described, and clarified so that understanding is not seriously impeded by omissions.	Issue/problem to be considered critically is stated but description leaves some terms undefined, ambiguities unexplored, boundaries undetermined, and/or backgrounds unknown.	Issue/problem to be considered critically is stated without clarification or description.	4 3 2 1 0
Evidence *Selecting and using information to investigate a point of view or conclusion*	Information is taken from source(s) with enough interpretation/ evaluation to develop a comprehensive analysis or synthesis. Viewpoints of experts are questioned thoroughly.	Information is taken from source(s) with enough interpretation/ evaluation to develop a coherent analysis or synthesis. Viewpoints of experts are subject to questioning.	Information is taken from source(s) with some interpretation/evaluation, but not enough to develop a coherent analysis or synthesis. Viewpoints of experts are taken as mostly fact, with little questioning.	Information is taken from source(s) without any interpretation/ evaluation. Viewpoints of experts are taken as fact, without question.	4 3 2 1 0
Influence of context and assumptions	Thoroughly (systematically and methodically) analyzes own and others' assumptions and carefully evaluates the relevance of contexts when presenting a position.	Identifies own and others' assumptions and several relevant contexts when presenting a position.	Questions some assumptions. Identifies several relevant contexts when presenting a position. May be more aware of others' assumptions than one's own (or vice versa).	Shows an emerging awareness of present assumptions (sometimes labels assertions as assumptions). Begins to identify some contexts when presenting a position.	4 3 2 1 0
Student's position *(perspective, thesis/hypothesis)*	Specific position (perspective, thesis/hypothesis) is imaginative, taking into account the complexities of an issue. Limits of position (perspective, thesis/hypothesis) are acknowledged. Others' points of view are synthesized within position (perspective, thesis/hypothesis).	Specific position (perspective, thesis/hypothesis) takes into account the complexities of an issue. Others' points of view are acknowledged within position (perspective, thesis/hypothesis).	Specific position (perspective, thesis/hypothesis) acknowledges different sides of an issue.	Specific position (perspective, thesis/hypothesis) is stated but is simplistic and obvious.	4 3 2 1 0
Conclusions and related outcomes *(implications and consequences)*	Conclusions and related outcomes (consequences and implications) are logical and reflect student's informed evaluation and ability to place evidence and perspectives discussed in priority order.	Conclusion is logically tied to a range of information, including opposing viewpoints; related outcomes (consequences and implications) are identified clearly.	Conclusion is logically tied to information (because information is chosen to fit the desired conclusion); some related outcomes (consequences and implications) are identified clearly.	Conclusion is inconsistently tied to some of the information discussed; related outcomes (consequences and implications) are oversimplified.	4 3 2 1 0

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Cultural Diversity: Students will develop awareness of diversity.

Definition: Diversity awareness is created through "a set of cognitive, affective, and behavioral skills and characteristics that support effective and appropriate interaction in a variety of cultural contexts" (Bennett, J. M. 2008. Transformative training: Designing programs for culture learning. In *Contemporary leadership and intercultural competence: Understanding and utilizing cultural diversity to build successful organizations*, ed. M. A. Moodian, 95-110. Thousand Oaks, CA: Sage).

Evaluators are encouraged to assign a zero to any work sample or collection of work that does not meet benchmark (cell one) level performance.

	Capstone 4	Milestones 3	2	Benchmark 1	Score
Knowledge *Cultural self-awareness*	Articulates insights into own cultural rules and biases (e.g., seeking complexity; aware of how her/his experiences have shaped these rules, and how to recognize and respond to cultural biases, resulting in a shift in self-description).	Recognizes new perspectives about own cultural rules and biases (e.g., not looking for sameness; comfortable with the complexities that new perspectives offer).	Identifies own cultural rules and biases (e.g., with a strong preference for those rules shared with own cultural group and seeks the same in others).	Shows minimal awareness of own cultural rules and biases (even those shared with own cultural group(s)) (e.g., uncomfortable with identifying possible cultural differences with others).	4 3 2 1 0
Knowledge *Knowledge of cultural worldview frameworks*	Demonstrates sophisticated understanding of the complexity of elements important to members of another culture in relation to its history, values, politics, communication styles, economy, or beliefs and practices.	Demonstrates adequate understanding of the complexity of elements important to members of another culture in relation to its history, values, politics, communication styles, economy, or beliefs and practices.	Demonstrates partial understanding of the complexity of elements important to members of another culture in relation to its history, values, politics, communication styles, economy, or beliefs and practices.	Demonstrates surface understanding of the complexity of elements important to members of another culture in relation to its history, values, politics, communication styles, economy, or beliefs and practices.	4 3 2 1 0
Skills *Empathy*	Interprets intercultural experience from the perspectives of own and more than one worldview and demonstrates ability to act in a supportive manner that recognizes the feelings of another cultural group.	Recognizes intellectual and emotional dimensions of more than one worldview and sometimes uses more than one worldview in interactions.	Identifies components of other cultural perspectives but responds in all situations with own worldview.	Views the experience of others but does so through own cultural worldview.	4 3 2 1 0
Skills *Verbal and nonverbal communication*	Articulates a complex understanding of cultural differences in verbal and nonverbal communication (e.g., demonstrates understanding of the degree to which people use physical contact while communicating in different cultures or use direct/indirect and explicit/implicit meanings) and is able to skillfully negotiate a shared understanding based on those differences.	Recognizes and participates in cultural differences in verbal and nonverbal communication and begins to negotiate a shared understanding based on those differences.	Identifies some cultural differences in verbal and nonverbal communication and is aware that misunderstandings can occur based on those differences but is still unable to negotiate a shared understanding.	Has a minimal level of understanding of cultural differences in verbal and nonverbal communication; is unable to negotiate a shared understanding.	4 3 2 1 0
Attitudes *Curiosity*	Asks complex questions about other cultures, seeks out and articulates answers to these questions that reflect multiple cultural perspectives.	Asks deeper questions about other cultures and seeks out answers to these questions.	Asks simple or surface questions about other cultures.	States minimal interest in learning more about other cultures.	4 3 2 1 0

Attitudes *Openness*	Initiates and develops interactions with culturally different others. Suspends judgment in valuing her/his interactions with culturally different others.	Begins to initiate and develop interactions with culturally different others. Begins to suspend judgment in valuing her/his interactions with culturally different others.	Expresses openness to most, if not all, interactions with culturally different others. Has difficulty suspending any judgment in her/his interactions with culturally different others and is aware of own judgment and expresses a willingness to change.	Receptive to interacting with culturally different others. Has difficulty suspending any judgment in her/his interactions with culturally different others but is unaware of own judgment.	4 3 2 1 0

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Oral Communication: Students will demonstrate oral communication skills.

Definition: Oral communication is a prepared, purposeful presentation designed to increase knowledge, to foster understanding, or to promote change in the listeners' attitudes, values, beliefs, or behaviors.

Evaluators are encouraged to assign a zero to any work sample or collection of work that does not meet benchmark (cell one) level performance.

	Capstone 4	Milestones 3	2	Benchmark 1	Score
Organization	Organizational pattern (specific introduction and conclusion, sequenced material within the body, and transitions) is clearly and consistently observable and is skillful and makes the content of the presentation cohesive.	Organizational pattern (specific introduction and conclusion, sequenced material within the body, and transitions) is clearly and consistently observable within the presentation.	Organizational pattern (specific introduction and conclusion, sequenced material within the body, and transitions) is intermittently observable within the presentation.	Organizational pattern (specific introduction and conclusion, sequenced material within the body, and transitions) is not observable within the presentation.	4 3 2 1 0
Language	Language choices are imaginative, memorable, and compelling, and enhance the effectiveness of the presentation. Language in presentation is appropriate to audience.	Language choices are thoughtful and generally support the effectiveness of the presentation. Language in presentation is appropriate to audience.	Language choices are mundane and commonplace and partially support the effectiveness of the presentation. Language in presentation is appropriate to audience.	Language choices are unclear and minimally support the effectiveness of the presentation. Language in presentation is not appropriate to audience.	4 3 2 1 0
Delivery	Delivery techniques (posture, gesture, eye contact, and vocal expressiveness) make the presentation compelling, and speaker appears polished and confident.	Delivery techniques (posture, gesture, eye contact, and vocal expressiveness) make the presentation interesting, and speaker appears comfortable.	Delivery techniques (posture, gesture, eye contact, and vocal expressiveness) make the presentation understandable, and speaker appears tentative.	Delivery techniques (posture, gesture, eye contact, and vocal expressiveness) detract from the understandability of the presentation, and speaker appears uncomfortable.	4 3 2 1 0
Supporting Material	A variety of types of supporting materials (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities) make appropriate reference to information or analysis that significantly supports the presentation or establishes the presenter's credibility/authority on the topic.	Supporting materials (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities) make appropriate reference to information or analysis that generally supports the presentation or establishes the presenter's credibility/authority on the topic.	Supporting materials (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities) make appropriate reference to information or analysis that partially supports the presentation or establishes the presenter's credibility/authority on the topic.	Insufficient supporting materials (explanations, examples, illustrations, statistics, analogies, quotations from relevant authorities) make reference to information or analysis that minimally supports the presentation or establishes the presenter's credibility/authority on the topic.	4 3 2 1 0
Central Message	Central message is compelling (precisely stated, appropriately repeated, memorable, and strongly supported.)	Central message is clear and consistent with the supporting material.	Central message is basically understandable but is not often repeated and is not memorable.	Central message can be deduced but is not explicitly stated in the presentation.	4 3 2 1 0

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Social Responsibility: Students will develop an awareness of social responsibility.

Definition: Social responsibility is working to make a difference in our communities and developing knowledge, skills, values, and motivation to make that difference. In addition, social responsibility encompasses actions wherein individuals participate in activities of personal and public concern that are both individually life enriching and socially beneficial to the community.

Evaluators are encouraged to assign a zero to any work sample or collection of work that does not meet benchmark (cell one) level performance.

	Capstone 4	Milestones 3	2	Benchmark 1	Score
Diversity of Communities and Cultures	Demonstrates evidence of adjustment in own attitudes and beliefs because of working within and learning from diversity of communities and cultures. Promotes others' engagement with diversity.	Reflects on how own attitudes and beliefs are different from those of other cultures and communities. Exhibits curiosity about what can be learned from diversity of communities and cultures.	Has awareness that own attitudes and beliefs are different from those of other cultures and communities. Exhibits little curiosity about what can be learned from diversity of communities and cultures.	Expresses attitudes and beliefs as an individual, from a one-sided view. Is indifferent or resistant to what can be learned from diversity of communities and cultures.	4 3 2 1 0
Analysis of Knowledge	Connects and extends knowledge (facts, theories, etc.) from one's own academic study/field/discipline to social responsibility and to one's own participation in the community.	Analyzes knowledge (facts, theories, etc.) from one's own academic study/field/discipline making relevant connections to social responsibility and to one's own participation in the community.	Begins to connect knowledge (facts, theories, etc.) from one's own academic study/field/discipline to social responsibility and to one's own participation in the community.	Begins to identify knowledge (facts, theories, etc.) from one's own academic study/field/discipline that is relevant to social responsibility and to one's own participation in the community.	4 3 2 1 0
Community Engagement and Commitment	Provides evidence of experience in community engagement activities and describes what she/he has learned about her or himself as it relates to a reinforced and clarified sense of social responsibility and continued commitment to the community.	Provides evidence of experience in community engagement activities and describes what she/he has learned about her or himself as it relates to a growing sense of social responsibility and commitment.	Evidence suggests involvement in community engagement activities is generated from expectations or course requirements rather than from a sense of social responsibility.	Provides little evidence of her/his experience in community engagement activities and does not connect experiences to social responsibility.	4 3 2 1 0
Communication	Tailors communication strategies to effectively express, listen, and adapt to others to establish relationships to further community engagement	Effectively communicates in community context, showing ability to do all of the following: express, listen, and adapt ideas and messages based on others' perspectives.	Communicates in community context, showing ability to do more than one of the following: express, listen, and adapt ideas and messages based on others' perspectives.	Communicates in community context, showing ability to do one of the following: express, listen, and adapt ideas and messages based on others' perspectives.	4 3 2 1 0
Social Responsibility and Reflection	Demonstrates independent experience and *shows initiative in team leadership* of complex or multiple community engagement activities, accompanied by reflective insights or analysis about the aims and accomplishments of one's actions.	Demonstrates independent experience and *team leadership of* community action, with reflective insights or analysis about the aims and accomplishments of one's actions.	Has clearly *participated* in community focused actions and begins to reflect or describe how these actions may benefit individual(s) or communities.	Has *experimented* with some community activities but shows little internalized understanding of their aims or effects and little commitment to future action.	4 3 2 1 0
Community Contexts/Structures	Demonstrates ability and commitment to *collaboratively work across and within* community contexts and structures *to achieve a community-focused aim*.	Demonstrates ability and commitment to work actively *within* community contexts and structures *to achieve a community-focused aim*.	Demonstrates experience **identifying** intentional ways to *participate in* community-focused contexts and structures.	Experiments with community-focused contexts and structures, *tries out a few to see what fits.*	4 3 2 1 0

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Written Communication: Students will illustrate writing skills.

Definition: Written communication is the development and expression of ideas in writing. Written communication involves learning to work in many genres and styles. It can involve working with many different writing technologies, and mixing texts, data, and images. Written communication abilities develop through iterative experiences across the curriculum.

Evaluators are encouraged to assign a zero to any work sample or collection of work that does not meet benchmark (cell one) level performance.

	Capstone 4	Milestones 3	2	Benchmark 1	Score
Context of and Purpose for Writing *Includes considerations of audience, purpose, and the circumstances surrounding the writing task(s).*	Demonstrates a thorough understanding of context, audience, and purpose that is responsive to the assigned task(s) and focuses all elements of the work.	Demonstrates adequate consideration of context, audience, and purpose and a clear focus on the assigned task(s) (e.g., the task aligns with audience, purpose, and context).	Demonstrates awareness of context, audience, purpose, and to the assigned tasks(s) (e.g., begins to show awareness of audience's perceptions and assumptions).	Demonstrates minimal attention to context, audience, purpose, and to the assigned tasks(s) (e.g., expectation of instructor or self as audience).	4 3 2 1 0
Content Development	Uses appropriate, relevant, and compelling content to illustrate mastery of the subject, conveying the writer's understanding, and shaping the whole work.	Uses appropriate, relevant, and compelling content to explore ideas within the context of the discipline and shape the whole work.	Uses appropriate and relevant content to develop and explore ideas through most of the work.	Uses appropriate and relevant content to develop simple ideas in some parts of the work.	4 3 2 1 0
Genre and Disciplinary Conventions *Formal and informal rules inherent in the expectations for writing in particular forms and/or academic fields (please see glossary).*	Demonstrates detailed attention to and successful execution of a wide range of conventions particular to a specific discipline and/or writing task(s) including organization, content, presentation, formatting, and stylistic choices	Demonstrates consistent use of important conventions particular to a specific discipline and/or writing task(s), including organization, content, presentation, and stylistic choices	Follows expectations appropriate to a specific discipline and/or writing task(s) for basic organization, content, and presentation	Attempts to use a consistent system for basic organization and presentation.	4 3 2 1 0
Sources and Evidence	Demonstrates skillful use of high-quality, credible, relevant sources to develop ideas that are appropriate for the discipline and genre of the writing	Demonstrates consistent use of credible, relevant sources to support ideas that are situated within the discipline and genre of the writing	Demonstrates an attempt to use credible and/or relevant sources to support ideas that are appropriate for the discipline and genre of the writing	Demonstrates an attempt to use sources to support ideas in the writing	4 3 2 1 0
Control of Syntax and Mechanics	Uses graceful language that skillfully communicates meaning to readers with clarity and fluency and is virtually error-free	Uses straightforward language that generally conveys meaning to readers. The language in the portfolio has few errors	Uses language that generally conveys meaning to readers with clarity, although writing may include some errors	Uses language that sometimes impedes meaning because of errors in usage	4 3 2 1 0

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Employability Skill (PLO): Communication: Students will be able to communicate effectively.

Definition: Communication is the development of written or oral expression of ideas with the purpose of conveying a message. This communication may be written in a paper, email or other forms of writing or may be in an oral presentation, interview, or customer service experience.

Evaluators are encouraged to assign a zero to any work sample or collection of work that does not meet benchmark (cell one) level performance.

Criteria	Program Application	Assignment	4-Exceeds	3-Meets	2-Below	1-Not Acceptable
Context and Purpose of Communication			Demonstrates thorough understanding of the context, audience, and purpose that is responsive to the assigned tasks and focuses all elements of the work.	Demonstrates adequate consideration of the context, audience and purpose and a clear focus on the assigned task (context, purpose, and audience align).	Demonstrates awareness of context, audience, and purpose to the assigned task.	Demonstrates minimal attention to context, audience, and purpose to the assigned task.
Language			Language choices are professional and enhance the effectiveness of the communication. Language is appropriate to the audience and virtually error free.	Language choices are thoughtful and generally support the effectiveness of the communication. Language is appropriate to the audience.	Language choices are partially professional and partially support the effectiveness of communication. Language is less than appropriate for the audience.	Language choices are unprofessional and unclear. Language is not appropriate to the audience.
Delivery			Delivery techniques (eye contact, gestures, or writing format) make the communication compelling and writer/speaker appears polished and confident.	Delivery techniques (eye contact, gestures, or writing format) make the communication "interesting" and writer/speaker appears confident.	Delivery techniques make the communication understandable and the writer/ speaker appears tentative.	Delivery techniques detract from the understandability of the communication and the writer/speaker appears uncomfortable.
Central Message			Central message is precise and direct, to the point.	Central message is clear and consistent with the message.	Central message is basically understandable but lacks precision.	Central message is not understandable and not to the point.

Employability Skill (PLO): Critical Thinking: Students will be able to apply critical thinking skills in industry-specific situations.

Definition: Critical Thinking is the process of actively and skillfully conceptualizing, applying, analyzing, synthesizing, and evaluating information to reach an answer or conclusion.

Evaluators are encouraged to assign a zero to any work sample or collection of work that does not meet benchmark (cell one) level performance.

Criteria	Program Application	Assignment	4-Exceeds	3-Meets	2-Below	1-Not Acceptable
Inquire: Ask relevant questions (Brainstorming and Outlining)			Successfully asks relevant questions about the provided information.	Asks some questions relevant to the provided information.	Asks questions not relevant to the provided information.	Fails to ask questions relevant to the provided information.
Synthesis: Integrate/ organize relevant information in its contextual framework. (Researching and Summarizing)			Information is clearly organized and integrated into a contextual framework.	Some information is organized and integrated into a contextual framework.	Information is organized but not integrated into a contextual framework.	Ideas are disjointed and presented without a contextual framework.
Analysis / Evaluations: Describe and assess relevant information (Explain how research is relevant to point / support)			Relevant information is presented in a comprehensive, inter-related, topical, and meaningful way.	Most relevant information is presented in a comprehensive, inter-related, topical, and meaningful way.	Relevant information is presented in a comprehensive, inter-related, topical, and meaningful way.	Cannot list any relevant information; unable to make any judgement.
Innovation / Application: Articulate and apply information in a novel way (Overall Work)			Independently arrives at conclusions that are original and well-developed.	Often arrives at conclusions with minimal support.	Produces unique ideas, but only with significant guidance and encouragement.	Does not arrive at any unique conclusions; ideas are mundane and predictable.

Employability Skill (PLO): Work Ethic: Students will be able to apply work ethic.

Definition: Work Ethic is a belief in work as a moral good: a set of values centered on the importance of doing work and reflected especially in a desire or determination to work hard.

Evaluators are encouraged to assign a zero to any work sample or collection of work that does not meet benchmark (cell one) level performance.

Criteria	Program Application	Assignment	4-Exceeds	3-Meets	2-Below	1-Not Acceptabl
Employability Skills: -attendance -character -appearance			Attends all classes, displays impeccable character, dresses per industry standard always.	Attends classes required by syllabus, displays good character, dresses per industry standard when required.	Attends classes but does not communicate absences with instructor, displays less than good character, occasionally dresses per industry standard.	Attends less classes than acceptable, displays poor character, does not dress per industry standard.
Community Skills: -teamwork -cooperation -respect			Always a team worker with excellent attitude, always cooperates with others, always shows respect to all.	Team worker with positive attitude when required, cooperates with others when required and shows respect to all when required.	Team worker with positive attitude in personally favorable situations, cooperates with others in personally favorable situations, and shows respect in personally favorable situations.	Non-team worker with negative attitude, does not cooperate with others, does not show respect.
Performance Skills: -productivity -organization -industry skills			Exceedingly productive, superiorly organized, shows more skill than required by industry standards.	Average productivity level, average organization skills, skill level meets industry standards.	Below average productivity level, organizational skills need improvement, skill level slightly below industry standards.	Poor productivity level, poor organizational skills, poor skill level well below industry standards.

Policy Title: Personal Enrichment

1. Recipients pursuing individual interests will be personally enriched.

2. Outreach will serve the needs of the Community.

HLC Link: 1.B.1

Reviewed annually.

Reviewed:
May 10, 2006
June 27, 2017
March 20, 2018
February 11, 2020
February 9, 2021
February 15, 2022
March 12, 2024

Revised:
June 27, 2017
March 23, 2023

HUMAN RESOURCES MARCH REPORT

EMPLOYMENT

Human Resources is focused on ensuring the best hiring practices are in place to attract/attain the best candidates to fill our open positions. We do so by facilitating the interview process and working collaboratively with hiring managers and members of the screening and interview committee to select the best qualified candidate.

As of March 12, 2025, there are 13 open positions. To date, we have hired three (3) employees, had one (1) internal transfer, and four (4) resignations/separations.

Open Positions

i. **Student Services**

a) Academic/GCHS Transition Advisor
b) Assistant Registrar
c) Admissions Representative/Campus Visit Coordinator

ii. **Athletics**

a) Assistant Athletic Trainer
b) Assistant Volleyball Coach
c) Assistant Women's Soccer/Residential Life Coach
d) Head Men's Basketball Coach

iii. **Instructional Services**

a) Full-Time

1) Assistant Professor of Fire Science
2) Assistant Professor of Business
3) Assistant Professor of Electrical Engineering
4) Community Education Coordinator/Administrative Assistant to Tech Ed Division

b) Part-Time

1) Fire Science Adjunct Instructor
2) Languages Adjunct Instructor

TRAINING

Human Resources is committed to the professional development of employees. Therefore, we will continue to review and enhance our training offerings to meet the needs of all employees and their schedules.

Safe Colleges (Offer two to three online trainings for employees to complete.)

a) Bloodborne Pathogens

b) FERPA

c) Title IX Roles and Responsibilities

In-Person Trainings

a) Offer two in-person trainings per year.
    a) Supervisor Training
    b) Family Medical Leave Act (FMLA)

OPEN ITEMS

New Employee Onboarding/Orientation

a) Human Resources is looking towards enhancing the new employee onboarding experience. This would include offering two new employee orientation per month to ensure new employees have the resources to be successful.
b) Work in collaboration with the Marketing department to create a “Join our Team!” video for the Employment Opportunities page.

HR Newsletter

a) Human Resources would like to start producing monthly newsletters of relevant employment law information, benefit information, and employee information such as new hires, separations, anniversaries, and birthdays.

End of the Year Bash

a) In collaboration with the President’s office, HR has begun preparing End of the Year Bash planning that is scheduled for May 21, 2025.

Instructional Services, March 2025

Library Services

From the beginning of August 2024 to the end of December 2024 – 31,809 people have entered the library and 476 books were checked out, that's up 32% from Fall 2023.

Online & Instructional Design

Since Fall 2022, we've provided on-campus professional development opportunities to support faculty and staff growth. During the 2024-2025 academic year, we've offered 8 facilitated workshops with 4 more scheduled, alongside Pop-Up Workshops on Demand. Facilitated sessions have covered a range of topics, including *Developmental Learners, OER Roundtable, Rubrics and Grade Norming, Scaffolding and Creating Space, Accessibility and Accommodations, OER Renewable Assignments (Pars 1 & 2), Constructive Feedback, Buster10 Teaching Tools: Modeling (Parts 1 & 2),* and *Utilizing Your Library.* Pop-Up Workshops have included two sessions on *Notebook LM,* with *Cidilabs Basics* planned for April 2025. So far, 63 participants have attended our facilitated workshops this year, earning up to approximately 17 hours of professional development this year – not including Pop-Ups.

Meats Team

The 2025 GCCC Meats Team placed as Reserve Champions overall at the South Plains Contest in Hereford, Texas. The Team broke the school record in Lamb Judging and was 2nd overall. Individually, Colton Watson led the way placing 3rd overall in the contest while also ranking 2nd in Placings, 3rd in Total Beef, 3rd in Beef Grading and 5th in Lamb Judging. Emily Dryden was 8th overall ranking 1st overall in Lamb Judging and 5th in Total Beef. Jean Cumming was 11th overall and placed 3rd in Lamb Judging and Areli Rodriguez was 14th overall and placed 4th in Lamb Judging.

Alternates:
Alli Lightner – 2nd High Alternate
Grace Schimmels – 7th High Alternate
Andrew Dorris – 9th High Alternate
Paslie Werth – 10th High Alternate
Emily Shelton – 11th High Alternate
Aleah Eatmon – 12th High Alternate

Next up for the Team is the Houston Livestock Show & Rodeo Meats Contest on March 8th in Houston, Texas.

Agricultural Drone Operation

Savannah Sanberg and Yuriy Drubinskiy received a fully funded $2,000 mini-grant from the Endowment Association to create and provide a course on agricultural drone operation.

Perkins Grant

Each year the Tech Ed and Workforce Development division reports on Perkins core indicators. These indicators are incorporated as a part of the Board of Trustees ENDS report for Employability, but they are also tied to a small amount of incentive funding for achievement.

For AY22 performance, an additional $8,000 was awarded for Perkins funding through KBOR.

Indicator	Negotiated Target*	Institutional Performance**	Award
1P1 – Placement (AY22)	96%	97%	$2,500
2P1 – Credentials (AY22)	72.5%	81%	$2,500
3P1 – Non-traditional Concentration (AY22)	6%	7.1%	$3,000
* Negotiated Target according to the institutional 4-year plan. ** Institutional Performance data from AY22 Core Indicator Summary report.		**Total Award**	**$8,000**

SEM Improvement on Transfer

SEM Team 4 has worked with GCCC's IT staff and its DataCore to integrate transfer intent data. Using the BusterBiz student mobile app, students are invited to share their intended transfer school with the college. Students receive personalized information based on the school they select. For example, when students select Fort Hays, they are encouraged to visit the Transfer Center on campus. This data is sent to Student Records for manual input into the Colleague SIS system. A future integration will tie this data to the Navigate software to keep GCCC advisors informed about student transfer intent in the event that students do not know they should communicate about this early. In some instances, such as with Wichita State, students are asked if GCCC can share this data with WSU, and the data is automatically sent to WSU. This then ensures students intending to transfer to WSU are included in all WSU transfer student communication so they are less likely to miss important and timely information such as transfer scholarship deadlines. It also results in dual advising placement so students are less likely to take credits at GCCC that do not transfer as intended at WSU.

Instructional Services is working on expanding this type of partnership, and has been in communication with the Provost at Fort Hays State University to implement similar data sharing agreements to facilitate more successful student transfer.

Allied Health

There are currently 52 students in various stages in the Registered Medical Assistant program pathway. Three students are in their final two courses and will graduate with a Cert C as a Medical Assistant in May.

The Allied Health department had representation at the Healthcare Showcase held at the Finney County Fairgrounds. There were approximately 275 students in attendance.

A representative from Allied Health attended the Dual Credit Fair at Garden City High School to highlight courses they have available.

English

Sheena Hernandez held a writing workshop for Trio/SSS on January 23, 2024. The workshop was Essay Tips for Writing Winning Essays.

Sheena Hernandez led a discussion on the book, *Firekeeper's Daughter,* at the Humanities Kansas TALK (Talk About Literature in Kansas) book discussion on January 24, 2024 in Colby, Kansas.

Art

Brian McCallum and Michael Knutson were invited to show and demonstrate at New Mexico Highlands University in January. They will be demonstrating their techniques to students and faculty on February 9, 2024.

Articulation Agreements

GCCC has signed two additional articulation agreements including:

- Crop Production to Agronomy and Agronomy Business at Fort Hays State University
- Business Administration to Health Management at Wichita State University

These articulation agreements will be linked in the GCCC Catalog in two ways:

1) On the individual program page for each program and
2) On the Articulation Agreements page, where all current articulation agreements are described in one place: https://catalog.gcccks.edu/content.php?catoid=3&navoid=165

Articulation agreements help GCCC students by protecting their GCCC transfer courses, ensuring that more courses transfer and are counted toward a student's Bachelor's Degree program.

Ramblings From Your Registrar's Office

Enrollment

- Summer 2025 enrollment opened on Monday, March 3.
- Fall 2025 enrollment is scheduled to open on Tuesday, April 8.

Graduation

- Our office continues to receive Applications for Graduation for the 2024-25 academic year.
    - **Total applications** received (as of 3/10/25) = 492
        - Fall 2024 = 115
        - Spring 2025 = 322
        - Summer 2025 = 55
    - **Fall 2024 Graduate Recap** (updated)**:**
        - Total Graduates = 108
        - Total Credentials = 112
            - **Degrees = 73**
                - Associate in Arts (AA) = 2
                - Associate in Science (AS) = 67
                - Associate in General Studies (AGS) = 3
                - Associate in Applied Science (AAS) = 1
            - **Certificates = 39**
                - Agribusiness Specialist (Certificate A) = 1
                - Computer Support Specialist Network+/Security+ (Cert B) = 1
                - Food Science (Certificate A) = 4
                - Food Science/Meat Production (Certificate B) = 3
                - Industrial Machine Mechanic (Certificate C) = 5
                - Management Marketing (Certificate A) = 1
                - Medical Assistant (Certificate C) = 2
                - Welding Technology (Certificate A) = 21
                - Welding Technology (Certificate C) = 1
        -
- We are in the process of completing preliminary degree audits for our Spring 2025 prospective graduates. Applications for graduation continue to be submitted.
- Commencement preparations are underway for the ceremonies scheduled for Friday, May 9, 2025 (4:00 - Technical Ceremony and 7:00 - Transfer Ceremony)
- Commencement Speakers:
    - The deadline for prospective graduates to submit applications for speaker tryouts is Tuesday, March 25.
    - Tryouts are scheduled for Wednesday, April 2.
    - The theme for this year is: **GCCC: Building a Future**
    - The selection committee consists of:
        - Communication faculty members
        - Technical Education faculty member
        - Director of Marketing/PR
        - SGA Advisor
        - Students (SGA and Media student representatives)
        - Registrar
    - One speaker (and one alternate) for each ceremony will be selected.
    - Communication faculty members will advise and collaborate with each candidate as they prepare for their speech presentations.

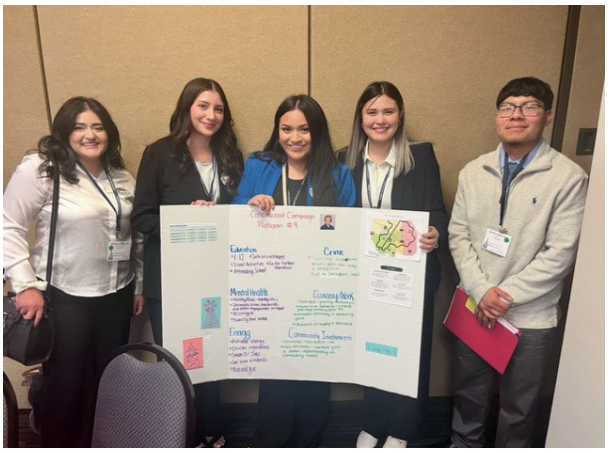
The spring semester is flying by, packed with incredible learning experiences, engaging events, and meaningful community involvement!

Students explored cutting-edge AI tools like Google Notebook LM, enjoyed the outstanding *Agnes of God* performance by the GCCC Drama Department, and celebrated important milestones like National TRIO Day. Our commitment to giving back was in full force as students volunteered at the Kansas Food Bank, making a real impact in our community.

A standout moment was our **Financial Literacy Event on February 26-27**. In collaboration with GCCC Financial Aid, SGA, Dodge City Community College TRIO SSS, Seward County Community College TRIO SSS, and Western State Bank, we welcomed MJ Pittman from Simple Money Academy to campus. He led two dynamic workshops—one on investing and another on budgeting. The response was phenomenal, with over **97 students, faculty, and staff** participating!

It's been an exciting semester so far, and we look forward to continuing the momentum with more enriching opportunities ahead!

SSS students participated in the Washburn University Leadership Challenge Event. We were the only community college in attendance again this year.



Fifteen colleges and universities attended our Spring Transfer College Fair

CAMPUS HEALTH

March Events

Vision Screening

Finney County Health Dept's on-campus clinic will not be held due to spring break.