



BOARD OF TRUSTEES AGENDA

Regular
Regular Meeting
Tuesday, April 8, 2025
6:00 PM
Ambler Board Room
1801 N. Cottonwood
Iola, KS 66749

Current Board Members:

Gena Clouch; Vicki Curry; Rebecca Nilges; Corey Schinstock; Jenny Spillman; Jessica Thompson

1. **Call to order and establish quorum.**
2. **Approval of Agenda**
3. **New Business (Action, Report, or Discussion)**
 - 3.a. Request from HOSA for puppies on campus
4. **Patron's Concerns**

"Persons who wish to address the Board of Trustees regarding items on the agenda may do so as that agenda item is called. Persons who wish to address the Board of Trustees regarding items not on the agenda and that are under the jurisdiction of the Board of Trustees may do so at this time when called upon by the Chair. Comments on personnel matters and matters pending in court are not permitted. Speakers are limited to three minutes. Any presentation is for information purposes only. No action will be taken."
5. **Consent Agenda** **3**
 - March 12, 2025 BOT Minutes 3
 - Financial Docs April 2025 7
 - Treas and investments. 3-31-2025 39
6. **Reports and/or Board Discussion** **41**
 - President Board Report April 2025 41
 - VPAA--April 25 update 49
7. **Board Reports**
 - KACC - Jessica Thompson
 - Iola Industries - Corey Schinstock
 - ACC Endowment - Vicki Curry
 - CTE and Maintenance Buildings—Corey Schinstock/Becky Nilges
 - Board Finance Committee - Gena Clouch/Vicki Curry
 - Other Board members
8. **Old Business (Action, Report, or Discussion)**

8.a. Water Tower	54
Corey Schinstock	
red devil sample proofs 2.11.25	54
Water Tank Allen Community College Red Devils logos	55
Water Tank Allen Community College Red Devils	56
8.b. New Wave Tower	
David Lee	
8.c. CTE Building	
9. Executive Session	
9.a. Executive session for the purpose of discussing personnel matters for non-elected personnel to include Dr. Leffler, Dr. Wheeler, Karen Gillespie. Confidential document will be provided at meeting. To include the board, Dr. Leffler, Dr. Wheeler, and Karen Gillespie	
9.a.1. Open Session	
10. New Business (Action, Report, or Discussion)	
10.a. Maintenance requests	
10.b. Early Retirement Incentive	
Karen Gillespie	
10.c. New Certificate	57
Cybersecurity Certificate	
Cybersecurity Certificate (1)	57
10.d. State Funding	59
Community college six month cash on hand	59
10.e. Legislative Task Force	
10.f. Graduation attendance	
10.g. New position - Dean of the Northern Tier	
Dr. Leffler	
10.h. IV-A-3.8 Hoiliday Policy	
11. Executive Session	
11.a. Executive session for the purpose of discussing personnel matters for non-elected personnel to include Dr. Leffler, Dr. Wheeler, and Karen Gillespie.	
11.b. Executive session for the purpose of discussing personnel matters for non-elected personnel to include Dr. Leffler and Karen Gillespie.	
11.c. Executive session to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships to include Dr. Leffler.	
12. Upcoming Meetings	
Regular meeting: Tuesday, May 13, 2025, at 6:00 PM	
Board Retreat: Saturday, May 31, Ambler Boardroom, at 9:00 AM	
13. Pending Agenda Items	
14. Adjournment	

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF TRUSTEES OF ALLEN COMMUNITY COLLEGE
IOLA, KANSAS, MARCH 12, 2025

Rebecca Nilges called the meeting to order at 7:00 PM; also showing present:

Trustees: Gena Clouch
Vicki Curry
Corey Schinstock
Jenny Spillman
Jessica Thompson

Other Attendance: Dr. Lyvier Leffler, President
Dr. Kara Wheeler, VP for Academic Affairs
Karen Gillespie, Director of Human Resources
Melanie Wallace, Dean for Distance & General Education
Nikki Peters, Director of Enrollment Management
Ryan Sigg, Director of Physical Plant Operations
Doug Desmarteau, Athletic Director
Christine Freelove, Board Clerk
Terri Fahnstock, Communication Instructor
Tracy Lee, English Instructor
Josiah D'Albini, Director of Advancement (late arrival)
Richard Luken, Iola Register

Agenda Approval Vicki Curry moved to approve the agenda. Seconded by Gena Clouch, motion carried 6-0.

Patron's Concerns No concerns to report.

Consent Agenda Rebecca Nilges, Chair, asked about the financials on listing specific spending from the card service listings. Nilges will contact the Interim CFO for clarification.

Nilges inquired about paying high schools for adjuncts teaching concurrent classes. Dr. Wheeler, VP for Academic Affairs, responded that it was up to the high schools on how the instructors are to be paid, either through the high school or individual contracts.

Vicki Curry moved to approve the consent agenda that included the Board of Trustees minutes for the February 11, 2025, Regular Meeting with the correction under New Business/Audit to add the increased cost was higher than expected due to additional hours required to complete the report; approve the February 28, 2025, Special Board Meeting minutes; and pay bills and approve the statement of claims a total of \$1,727,018.58. Seconded by Corey Schinstock, motion carried 6-0.

Administrative Board Reports Nilges inquired about the number of students staying on campus over break. Doug Desmarteau, Athletic Director, stated that approximately 125 students will be in the dorms and meals will be provided twice a day. Terri Fahnestock, Communications Instructor, plans to coordinate activities for the students.

Board Reports KACC – Jessica Thompson, Trustee, reported that the original ACCT facilitator for the Board Retreat training on May 31 has been replaced; Thompson has been in contact with the new facilitator. The next meeting is on May 31, which Thompson will not be attending.

Industries – Corey Schinstock, Trustee, reported that Iola Industries met last week with no new information to report.

ACC Endowment – Vicki Curry, Trustee, reported that the annual scholarship luncheon is April 25, 2025.

Maintenance Building – Schinstock reported some communication issues with the project manager. Footings have been placed and utilities are being laid.

Board Finance Committee – no new information to report.

Old Business

Club Update The new Scarlet and Black Club brochure has been updated. The club will now have a yearly registration and will be available to the local surrounding areas and statewide. Gena Clouch moved to approve the updates to the Scarlet and Black Club to be offered statewide. Jenny Spillman seconded, motion carried 6-0.

New Business

New Procedure Karen Gillespie, Director of HR, explained the new AP 7.110 Consideration of F1 OPT Employee procedure. The procedure involves sponsoring H1B for international employees to allow the employee to stay with Allen for three years. The applicant is required to submit a written request with letters of recommendation, the cost of approximately \$4,000 per person that the college would incur along with signing a service agreement. Thompson requested to add a statement on dismissal if misconduct or lack of performance occurs that would require payment for the sponsorship cost to be paid back to Allen.

New Policy Gillespie presented the new policy, BP 7.111 Volunteers going over the requirements and expectations for volunteers. A process will be added later. Vicki Curry moved to approve the new BP 7.111 Volunteers policy. Jessica Thompson seconded, motion carried 6-0.

New Job Position Dr. Lyvier Leffler, President, presented the new job position, II-C-2.9 Director of Public Relations and Marketing. Marketing is currently housed with the Director of Enrollment Management, which will be removed from this position and reclassified. Vicki Curry moved to approve the new II-C-2.9 Director of Public Relations and Marketing job position. Corey Schinstock seconded, motion carried 6-0.

CTE Report	<p>Dr. Wheeler presented an overview of the CTE programs showing student completers over the past three years for each program and a list of new programs that are in progress of being approved via KBOR. Nilges asked for the timeline for a new program to be approved by KBOR. Wheeler responded the approval process takes approximately three months. Moving forward with new programs and extending once submitted to KBOR current programs, focusing on Ag, Manufacturing, and Allied Health, space is needed for classes and offices. Dr. Wheeler suggested options for a CTE building by downsizing the original building plans to create space for the new CTE programs with options to add on for growth.</p>
Maintenance Report	<p>Ryan Sigg, Director of Physical Plant Operations, explained the deferred maintenance report with the proposal of hiring an assessment team, Gravity Works, to assess repairs and/or replacement of equipment, buildings, rooftop units, and HVAC systems. The cost would occur over 5 years. Schinstock suggested providing a capital layout for the past 10-15 years. Sigg will provide assessment proposals from two more firms for the next board meeting.</p>
Shooting Sports	<p>Desmarteau explained the interest and cost of offering shooting sports at Allen. Shooting ranges are locally available at low cost and have secure storage available. Scheduling for events and practice, requirements for shooters, equipment, and costs were shared. Adding shooting sports could potentially increase enrollment. Allen has a current liability insurance umbrella that would cover this. Desmarteau requested approval for hiring a coach. Jessica Thompson moved to approve hiring a shooting sports coach. Seconded by Jenny Spillman, motion carried 6-0.</p>
ESports	<p>Peters presented information on establishing an ESports Club. This will start as a student organization to see how much interest there is before going forward as a potential program. A volunteer sponsor will go through the application process before selecting a sponsor. Designated space would be in the computer lab and the video game room. Competitions and tournaments can be scheduled depending on student interest. There would be no cost to start, if there's enough interest a cost of \$2700 per computer could be expected along with other costs for dedicated network, replacement costs, and travel. The start-up goal is fall 2025.</p>
New Program	<p>Dr. Wheeler presented the new SAPP program Phlebotomy Technician, four credit hours. The program aligns with Allen's Allied Health pathways at the high schools. Two instructors will be trained to teach both classes that will be offered in spring 2026. Gena Clouch moved to approve the SAPP Phlebotomy Technician program. Seconded by Vicki Curry, motion carried 6-0.</p>
Executive Session	<p>At 8:13 PM Gena Clouch moved to enter executive session for the purpose of discussing Trade Secrets for 20 minutes to include the board and Dr. Leffler. Seconded by Vicki Curry, motion carried 6-0.</p> <p>At 8:33 PM Gena Clouch moved to extend the executive session for 15 minutes. Seconded by Vicki Curry, motion carried 6-0.</p> <p>At 8:48 PM entered open session, no action taken.</p>

New Business

- Facilities** Nilges addressed the status of the CTE building project due to the severe budget cuts and current maintenance repairs. Vicki Curry moved to pause the CTE building project until state funding is more transparent. Seconded by Gena Clouch, motion passed 6-0.
- Executive Session** At 8:51 PM Gena Clouch moved to enter executive session for the purpose of discussing personnel matters for non-elected personnel for 10 minutes to include the board, Dr. Leffler, and Karen Gillespie. Seconded by Vicki Curry, motion carried 6-0.
- Open Session** At 9:01 PM Jessica Thompson moved to accept the resignation of Dakota Heape, Custodian and the retirement of Cynthia Jacobson, VP for Student Affairs. Seconded by Corey Schinstock, motion carried 6-0.
- Adjournment** At 9:03 PM Vicki Curry moved to adjourn the meeting. Seconded by Gena Clouch, motion carried 6-0.

Allen County Community College
 Direct Payment Bills Presented for Ratification
 From 03/01/2025 thru 03/31/2025

<u>Date Paid</u>	<u>Vendor Name</u>	<u>Fund</u>	<u>Center</u>	<u>Account</u>	<u>Amount</u>
3/05/25	Kansas Dept of Revenue	11	No Center	Kansas Sales Tax	380.31
3/14/25	KPERS	11	No Center	Retirement/KPERS Life Payable	1,379.19
3/14/25	KPERS	11	No Center	Retirement/KPERS Life Payable	141.84
3/14/25	KPERS	11	No Center	Retirement/KPERS Life Payable	7,432.03
3/14/25	Internal Revenue Service	11	No Center	FIT/FICA Taxes Payable	52,437.92
3/14/25	Kansas Dept of Revenue	11	No Center	Kansas State Tax	10,014.57
3/14/25	KPERS	11	No Center	Retirement/KPERS Life Payable	2,770.08
3/14/25	Bay Bridge Administrators	11	No Center	DISR,LIFR,ACCR,XDEP,XMED,Vision	3,838.21
3/14/25	Bay Bridge Administrators	11	No Center	403B-AFA/Security Benefit plus match	14,115.00
3/14/25	UMB	11	No Center	Health Savings Account	1,607.38
3/14/25	KPERS	11	No Center	Retirement/KPERS Life Payable	788.00
3/25/25	Kansas Dept of Revenue	11	No Center	Consumers Use Tax	22.80
3/28/25	Internal Revenue Service	11	No Center	FIT/FICA Taxes Payable	10,105.90
3/28/25	KPERS	11	No Center	Retirement/KPERS Life Payable	2,621.85
3/28/25	KPERS	11	No Center	Retirement/KPERS Life Payable	191.97
3/31/25	Internal Revenue Service	11	No Center	FIT/FICA Taxes Payable	68,808.16
3/31/25	Kansas Dept of Revenue	11	No Center	Kansas State Tax	16,200.56
3/31/25	KPERS	11	No Center	Retirement/KPERS Life Payable	15,797.72
3/31/25	KPERS	11	No Center	Retirement/KPERS Life Payable	243.95
					\$208,897.44

Signed and approved this _____ day of _____, 2025

ATTEST: _____
 Chairman, Board of Trustees

 Clerk, Board of Trustees

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
225385	ADInstruments Inc	11	Biology	Instruc. Supp.-Biology	688.50
225386	Ace Refrigeration	16	Masterson Hall	Maintenance Supplies	85.00
225387	All in One Pest	11	Maintenance of Buildings	Mtc & Service Agreements	440.00
225388	Architect One	61	Miscellaneous Oth Fnd Ex	Buildings	525.00
225388	Architect One	61	Miscellaneous Oth Fnd Ex	Buildings	13,790.00
225389	Arnold Group, The	11	President	Misc Contractual Service	3,318.00
225390	CE Water Management Inc	11	Maintenance of Buildings	Mtc & Service Agreements	242.95
225391	CPI Financial	11	Campus Services	Mtc & Service Agreements	2,442.37
225392	Cintas	11	Maintenance of Buildings	Mtc & Service Agreements	81.10
225392	Cintas	11	Maintenance of Buildings	Mtc & Service Agreements	173.90
225393	Cox Business	16	Parkford Apartments	Mtc & Service Agreements	147.65
225393	Cox Business	16	Herynk Hall	Mtc & Service Agreements	117.00
225393	Cox Business	16	Red Devil Duplexes	Mtc & Service Agreements	193.60
225394	Datasource Inc	11	Human Resources	Mtc & Service Agreements	25.97
225395	Dell Financial Serv LLC	11	Information Tech (IT)	Major Equipment	1,500.18
225396	Design Mechanical Inc	11	Maintenance of Buildings	Mtc & Service Agreements	14,940.00
225396	Design Mechanical Inc	16	Masterson Hall	Repairs & Maintenance	214.60
225397	Fast Lube Iola	11	Maintenance of Equipment	Repairs & Maintenance	47.95
225398	Fastenal Company	11	Maintenance of Buildings	Janitorial Supplies	61.23
225399	First Class Color/Fax Cards	12	Dean-CTE & Industry Ptnr	Office Supplies	52.60
225400	Grainger	11	Maintenance of Buildings	Maintenance Supplies	2,447.28
225400	Grainger	11	Maintenance of Buildings	Maintenance Supplies	171.39
225400	Grainger	11	Maintenance of Buildings	Maintenance Supplies	800.94
225401	Great Western Dining	11	No Center	Fringe Benefit	654.93
225401	Great Western Dining	16	Food Service	Cost of Food Service Con	21,580.58
225402	Heartland Tractor	11	Maintenance of Equipment	Repairs & Maintenance	515.52
225403	HigherEdJobs	11	Human Resources	Advertising	1,300.00
225404	Hot Springs Convention Center	11	Livestock Judging	Business Travel	400.00
225405	Hudl	11	Director of Athletics	Mtc & Service Agreements	528.77
225406	Iola Area Chamber	11	President	Meetings & Hospitality	200.00
225407	Iola Auto Parts LLC	11	Maintenance of Equipment	Maintenance Supplies	8.25
225407	Iola Auto Parts LLC	11	Maintenance of Grounds	Maintenance Supplies	26.15
225407	Iola Auto Parts LLC	11	Maintenance of Grounds	Small Tools	39.95
225407	Iola Auto Parts LLC	16	Winter Hall	Maintenance Supplies	53.46
225408	Ivy, Milton C	16	Student Housing/Program	Student Activities	150.00
225409	Jenzabar Lockbox	11	Information Tech (IT)	Major Equipment	8,820.00
225409	Jenzabar Lockbox	11	Information Tech (IT)	Major Equipment	10,637.50
225409	Jenzabar Lockbox	11	Information Tech (IT)	Major Equipment	840.00
225409	Jenzabar Lockbox	11	Information Tech (IT)	Major Equipment	2,875.00
225410	John Deere Financial	11	Maintenance of Buildings	Maintenance Supplies	80.92
225410	John Deere Financial	11	Maintenance of Buildings	Maintenance Supplies	23.96
225410	John Deere Financial	11	Maintenance of Buildings	Maintenance Supplies	51.96
225410	John Deere Financial	11	Maintenance of Buildings	Maintenance Supplies	17.94
225410	John Deere Financial	11	Maintenance of Grounds	Maintenance Supplies	33.99

PAGE TOTALS

91,346.09

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
225410	John Deere Financial	11	Maintenance of Grounds	Maintenance Supplies	24.98
225410	John Deere Financial	11	Maintenance of Grounds	Maintenance Supplies	63.98
225411	Kansas One-Call System Inc	11	Maintenance of Buildings	Mtc & Service Agreements	10.64
225412	Kraft Inc., Henry	11	Maintenance of Buildings	Janitorial Supplies	554.18
225412	Kraft Inc., Henry	11	Maintenance of Buildings	Janitorial Supplies	47.25
225413	Lewis, Beverly	11	General Inst Expenses	Other Expense	600.00
225414	Locke Supply Co	11	Maintenance of Buildings	Maintenance Supplies	735.99
225415	Logofit	16	Bookstore	C of GS/Soft Goods	541.68
225416	MV Sport-MV Corp Inc	16	Bookstore	C of GS/Soft Goods	420.00
225416	MV Sport-MV Corp Inc	16	Bookstore	C of GS/Soft Goods	420.00
225417	Major Painting	11	Maintenance of Buildings	Repairs & Maintenance	22,585.00
225418	NJCAA Region VI	70	No Center	Athletics 70	100.00
225418	NJCAA Region VI	70	No Center	Athletics 70	200.00
225419	NTTA	11	Director of Athletics	Business Travel	54.05
225420	New Klein Lumber Co., The	11	Maintenance of Buildings	Small Tools	24.99
225420	New Klein Lumber Co., The	11	Maintenance of Grounds	Maintenance Supplies	593.46
225420	New Klein Lumber Co., The	11	Maintenance of Grounds	Maintenance Supplies	52.68
225420	New Klein Lumber Co., The	16	Herynk Hall	Maintenance Supplies	6.99
225420	New Klein Lumber Co., The	16	Horton Hall	Maintenance Supplies	7.77
225420	New Klein Lumber Co., The	70	No Center	Baseball 70	54.49
225421	New Wave Broadband	11	Baseball	Mtc & Service Agreements	35.00
225421	New Wave Broadband	11	Baseball	Mtc & Service Agreements	80.00
225421	New Wave Broadband	11	Baseball	Mtc & Service Agreements	45.00
225421	New Wave Broadband	11	Baseball	Mtc & Service Agreements	80.00
225422	OTA PlatePay	11	Director of Athletics	Business Travel	5.06
225423	Oklahoma FFA Association	11	Livestock Judging	Business Travel	450.00
225424	PTSolutions	12	Business & Industry	Instructional Supplies	39.73
225425	Padilla, Angel	70	No Center	Early Childhood Educ	3,000.00
225426	Payless Concrete Products Inc	11	Maintenance of Grounds	Maintenance Supplies	284.05
225427	Quill LLC	11	Campus Services	Duplicating Supplies	254.77
225428	Reyna, Lacey Lynn	11	No Center	Accts Recv/Students	1,620.00
225429	Rincon, Andrea	11	No Center	Accts Recv/Students	481.00
225430	Roberts, Haylei Janae	11	No Center	Accts Recv/Students	2,722.00
225431	Sandifer Engineering & Controls	11	Information Tech (IT)	Major Equipment	10,395.22
225431	Sandifer Engineering & Controls	16	Winter Hall	Repairs & Maintenance	2,768.80
225432	Spirit Products Ltd	16	Bookstore	C of GS/Gifts	302.89
225433	Sports Locker	11	Volleyball	Athletic Apparel	91.25
225433	Sports Locker	11	Cheerleader/Dance	Athletic Apparel	2,437.47
225434	Storror Implement	11	Maintenance of Grounds	Maintenance Supplies	5.55
225435	Stout Electric & Mechanical Inc	11	Maintenance of Buildings	Repairs & Maintenance	364.54
225435	Stout Electric & Mechanical Inc	11	Maintenance of Buildings	Repairs & Maintenance	556.92
225435	Stout Electric & Mechanical Inc	11	Maintenance of Buildings	Repairs & Maintenance	120.16
225435	Stout Electric & Mechanical Inc	16	Masterson Hall	Repairs & Maintenance	160.00
225435	Stout Electric & Mechanical Inc	16	Food Service	Repairs & Maintenance	200.00

PAGE TOTALS

53,597.54

Wed Mar 12 2025
16:00

Allen County Community College
Bills Presented for Ratification
From: 03/07/2025 To 03/12/2025

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billrat

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
225436	Taylor, Rhett	70	No Center	Livestock Judging 70	2,000.00
225437	Thompson Brothers Supply Inc	11	Maintenance of Buildings	Mtc & Service Agreements	45.00
225437	Thompson Brothers Supply Inc	11	Maintenance of Buildings	Mtc & Service Agreements	0.68
225438	VitalSource Technologies LLC	16	Bookstore	C of GS/Ebook/AccessCode	694.80
225439	WEX BANK	11	Director of Athletics	Gasoline	413.56
				PAGE TOTALS	3,154.04
				AP GRAND TOTAL	148,097.67

Signed and approved this ____ day of _____, 2025

ATTEST:

Chairman, Board of Trustees

Clerk, Board of Trustees

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
225440	4imprint Inc	11	Professional Development	Employee Recognition Pgm	1,760.51
225440	4imprint Inc	16	Bookstore	Office Supplies	763.36
225441	AT&T	11	Information Tech (IT)	Mtc & Service Agreements	13.50
225442	Allen, Karl D	11	Director of Athletics	Athletic Team Travel	25.07
225443	Arkansas FFA Association	11	Livestock Judging	Business Travel	400.00
225444	Blackshine LLC	16	Parkford Apartments	Building/Room Rentals	1,965.00
225445	Blackshine LLC	16	Parkford Apartments	Building/Room Rentals	1,965.00
225446	Blackshine LLC	16	Parkford Apartments	Building/Room Rentals	1,310.00
225447	Blue Cross Blue Shield of Kansas	11	No Center	Hospitalization Payable	84,625.25
225448	Borah, Nadine S	11	No Center	Accts Recv/Students	486.00
225449	Brooks Sports Inc	11	Track	Athletic Apparel	1,418.41
225450	CDW Government	11	Institutional Research	Data Processing Supplies	221.60
225450	CDW Government	11	Institutional Research	Data Processing Supplies	32.73
225451	Capital One	11	Maintenance of Buildings	Maintenance Supplies	11.92
225451	Capital One	12	Agriculture	Meetings & Hospitality	98.67
225451	Capital One	16	Student Housing/Program	Student Activities	50.00
225451	Capital One	16	Student Housing/Program	Student Activities	61.26
225451	Capital One	16	Student Housing/Program	Student Activities	14.88
225451	Capital One	70	No Center	Choir & Band 70	32.23
225465	Cardmember Service	11	Art	Promotional Products	38.44
225465	Cardmember Service	11	Art	Promotional Products	76.42
225465	Cardmember Service	11	Art	Professional Memberships	150.00
225465	Cardmember Service	11	Art	Professional Memberships	166.67
225465	Cardmember Service	11	ESL	Business Travel	92.43
225465	Cardmember Service	11	Biology	Instruc. Supp.-Biology	23.74
225465	Cardmember Service	11	Biology	Instruc. Supp.-Biology	189.56
225465	Cardmember Service	11	Soc & Behav Sciences	Professional Memberships	359.00
225465	Cardmember Service	11	Concurrent Dual Credit	Business Travel	13.72
225465	Cardmember Service	11	Concurrent Dual Credit	Business Travel	12.94
225465	Cardmember Service	11	Campus Services	Miscellaneous Supplies	210.62
225465	Cardmember Service	11	VP for Student Affairs	Business Travel	492.96
225465	Cardmember Service	11	VP for Student Affairs	Conferences & Workshops	800.00
225465	Cardmember Service	11	Advising & Testing	Conferences & Workshops	710.00
225465	Cardmember Service	11	Financial Aid Office	Business Travel	985.92
225465	Cardmember Service	11	Financial Aid Office	Conferences & Workshops	1,420.00
225465	Cardmember Service	11	Director of Athletics	Gasoline	36.77
225465	Cardmember Service	11	Director of Athletics	Gasoline	22.00
225465	Cardmember Service	11	Director of Athletics	Gasoline	100.85
225465	Cardmember Service	11	Director of Athletics	Recognition Supplies	629.16
225465	Cardmember Service	11	Men's Basketball	Athletic Team Travel	107.01
225465	Cardmember Service	11	Men's Basketball	Athletic Team Travel	111.02
225465	Cardmember Service	11	Men's Basketball	Recognition Supplies	17.82
225465	Cardmember Service	11	Women's Basketball	Athletic Team Travel	252.80
225465	Cardmember Service	11	Women's Basketball	Athletic Team Travel	317.34

PAGE TOTALS

102,592.58

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
225465	Cardmember Service	11	Women's Basketball	Athletic Team Travel	1,842.10
225465	Cardmember Service	11	Women's Basketball	Athletic Team Travel	225.18
225465	Cardmember Service	11	Track	Athletic Apparel	1,148.89
225465	Cardmember Service	11	Softball	Athletic Team Travel	1,284.40
225465	Cardmember Service	11	Softball	Athletic Team Travel	201.40
225465	Cardmember Service	11	Softball	Athletic Team Travel	33.80
225465	Cardmember Service	11	Softball	Athletic Team Travel	224.14
225465	Cardmember Service	11	Softball	Mtc & Service Agreements	1,300.00
225465	Cardmember Service	11	Softball	Athletic Supplies	10.35
225465	Cardmember Service	11	Baseball	Athletic Team Travel	285.28
225465	Cardmember Service	11	Baseball	Athletic Team Travel	336.78
225465	Cardmember Service	11	Baseball	Athletic Team Travel	983.16
225465	Cardmember Service	11	Volleyball	Business Travel	21.44
225465	Cardmember Service	11	Volleyball	Business Travel	37.52
225465	Cardmember Service	11	Volleyball	Athletic Team Travel	10.77
225465	Cardmember Service	11	Volleyball	Athletic Team Travel	32.99
225465	Cardmember Service	11	Volleyball	Athletic Supplies	35.35
225465	Cardmember Service	11	Livestock Judging	Business Travel	13.29
225465	Cardmember Service	11	Livestock Judging	Business Travel	13.06
225465	Cardmember Service	11	Livestock Judging	Business Travel	12.80
225465	Cardmember Service	11	Livestock Judging	Business Travel	8.99
225465	Cardmember Service	11	Livestock Judging	Business Travel	136.03
225465	Cardmember Service	11	Livestock Judging	Business Travel	45.13
225465	Cardmember Service	11	Cheerleader/Dance	Business Travel	38.70
225465	Cardmember Service	11	Cheerleader/Dance	Athletic Team Travel	69.96
225465	Cardmember Service	11	Cheerleader/Dance	Athletic Team Travel	42.09
225465	Cardmember Service	11	Cheerleader/Dance	Entry Fees	364.00
225465	Cardmember Service	11	Cheerleader/Dance	Athletic Supplies	26.30
225465	Cardmember Service	11	Cheerleader/Dance	Athletic Supplies	25.84
225465	Cardmember Service	11	Men's Soccer	Business Travel	12.28
225465	Cardmember Service	11	Men's Soccer	Athletic Team Travel	119.88
225465	Cardmember Service	11	Women's Soccer	Business Travel	9.49
225465	Cardmember Service	11	Women's Soccer	Business Travel	1.72
225465	Cardmember Service	11	Women's Soccer	Business Travel	20.10
225465	Cardmember Service	11	Women's Soccer	Business Travel	1.74
225465	Cardmember Service	11	Women's Soccer	Business Travel	8.00
225465	Cardmember Service	11	Women's Soccer	Business Travel	6.53
225465	Cardmember Service	11	Women's Soccer	Business Travel	7.89
225465	Cardmember Service	11	Women's Soccer	Business Travel	8.54
225465	Cardmember Service	11	Women's Soccer	Business Travel	2.82
225465	Cardmember Service	11	Women's Soccer	Business Travel	7.90
225465	Cardmember Service	11	Women's Soccer	Business Travel	2.82
225465	Cardmember Service	11	Women's Soccer	Business Travel	3.50
225465	Cardmember Service	11	Women's Soccer	Business Travel	10.00

PAGE TOTALS

9,032.95

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
225465	Cardmember Service	11	Women's Soccer	Business Travel	10.29
225465	Cardmember Service	11	Women's Soccer	Athletic Team Travel	6.52
225465	Cardmember Service	11	Women's Soccer	Athletic Team Travel	315.78
225465	Cardmember Service	11	Athletic Trainer	Athletic Supplies	97.98
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	25.00
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	1,335.15
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	239.68
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	52.24
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	158.87
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	2,670.30
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	14.07
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	13.42
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	210.29
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	186.41
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	14.78
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	94.03
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	348.12
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	31.13
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	125.15
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	361.71
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	12.56
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	44.95
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	27.28
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	160.15
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	61.50
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	43.29
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	173.65
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	1,518.00
225465	Cardmember Service	11	Post Season Competition	Post-season athl travel	14.37
225465	Cardmember Service	11	Student Activities	Student Activities	37.43
225465	Cardmember Service	11	Music	Business Travel	10.00
225465	Cardmember Service	11	Music	Conferences & Workshops	21.16
225465	Cardmember Service	11	Music	Conferences & Workshops	15.00
225465	Cardmember Service	11	Music	Conferences & Workshops	458.85
225465	Cardmember Service	11	Music	Conferences & Workshops	39.78
225465	Cardmember Service	11	Music	Meetings & Hospitality	116.00
225465	Cardmember Service	11	Theater	Drama Supplies	224.45
225465	Cardmember Service	11	Theater	Drama Supplies	19.00
225465	Cardmember Service	11	Theater	Drama Supplies	291.33
225465	Cardmember Service	11	Theater	Drama Supplies	190.00
225465	Cardmember Service	11	Theater	Drama Supplies	46.07
225465	Cardmember Service	11	Theater	Drama Supplies	175.09
225465	Cardmember Service	11	Theater	Drama Supplies	717.78
225465	Cardmember Service	11	Theater	Drama Supplies	69.11

PAGE TOTALS

10,797.72

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
225465	Cardmember Service	11	Theater	Drama Supplies	855.71
225465	Cardmember Service	11	Phi Theta Kappa	Meetings & Hospitality	81.15
225465	Cardmember Service	11	Phi Theta Kappa	Meetings & Hospitality	6.51
225465	Cardmember Service	11	Institutional Research	Conferences & Workshops	710.00
225465	Cardmember Service	11	Business Office	Business Travel	492.96
225465	Cardmember Service	11	Business Office	Conferences & Workshops	800.00
225465	Cardmember Service	11	Alumni/Development Offic	Conferences & Workshops	710.00
225465	Cardmember Service	11	Alumni/Development Offic	Promotional Products	599.80
225465	Cardmember Service	11	Information Tech (IT)	Telephone/	42.00
225465	Cardmember Service	11	Information Tech (IT)	Subscriptions	89.95
225465	Cardmember Service	11	General Inst Expenses	Office Supplies	70.57
225465	Cardmember Service	11	Maintenance of Buildings	Maintenance Supplies	-30.50
225465	Cardmember Service	11	Maintenance of Buildings	Furnishings	42.08
225465	Cardmember Service	12	Graphic Design	Meetings & Hospitality	39.96
225465	Cardmember Service	12	Graphic Design	Advertising	103.57
225465	Cardmember Service	12	Graphic Design	Advertising	34.05
225465	Cardmember Service	12	Graphic Design	Promotional Products	391.09
225465	Cardmember Service	12	Graphic Design	Instructional Supplies	68.43
225465	Cardmember Service	12	Graphic Design	Instructional Supplies	34.99
225465	Cardmember Service	12	Business & Industry	Instructional Supplies	123.91
225465	Cardmember Service	12	Agriculture	Athletic Team Travel	55.00
225465	Cardmember Service	12	Agriculture	Athletic Team Travel	54.50
225465	Cardmember Service	12	Agriculture	Athletic Team Travel	12.93
225465	Cardmember Service	12	Agriculture	Entry Fees	1,120.00
225465	Cardmember Service	12	Allied Health	Meetings & Hospitality	44.00
225465	Cardmember Service	12	Allied Health	Meetings & Hospitality	30.74
225465	Cardmember Service	12	Allied Health	Testing Fees	164.00
225465	Cardmember Service	12	Allied Health	Testing Fees	41.00
225465	Cardmember Service	12	Dean-CTE & Industry Ptnr	Business Travel	10.01
225465	Cardmember Service	12	Dean-CTE & Industry Ptnr	Business Travel	32.50
225465	Cardmember Service	12	Dean-CTE & Industry Ptnr	Business Travel	219.23
225465	Cardmember Service	12	Dean-CTE & Industry Ptnr	Business Travel	10.68
225465	Cardmember Service	16	Bookstore	Office Supplies	209.33
225465	Cardmember Service	16	Bookstore	C of GS/Supplies	60.65
225465	Cardmember Service	16	Bookstore	C of GS/Soft Goods	853.49
225465	Cardmember Service	16	Student Housing/Program	Student Activities	40.23
225465	Cardmember Service	70	No Center	Food Pantry 70	633.75
225465	Cardmember Service	70	No Center	Food Pantry 70	465.00
225465	Cardmember Service	70	No Center	Livestock Judging 70	105.27
225465	Cardmember Service	70	No Center	Machine&Manufacturing 70	287.57
225465	Cardmember Service	70	No Center	Track & Field 70	253.00
225466	Cox Business	16	Student Union	Mtc & Service Agreements	240.36
225467	DeGrado, Vincent Jerome	11	Track	Office Supplies	84.27
225467	DeGrado, Vincent Jerome	70	No Center	Track & Field 70	79.99

PAGE TOTALS

10,373.73

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
225468	Dell Marketing LP	11	Institutional Research	Data Processing Supplies	3,274.16
225468	Dell Marketing LP	11	Alumni/Development Offic	Conferences & Workshops	1,104.34
225469	Demco Inc	11	Library	Library Supplies	909.73
225470	Fast Lube Iola	11	Maintenance of Equipment	Repairs & Maintenance	53.20
225471	FedEx	16	Bookstore	Postage	22.90
225471	FedEx	16	Bookstore	Postage	47.10
225472	Foster, Paxton Sierra	11	No Center	Accts Recv/Students	480.00
225473	Grainger	11	Maintenance of Buildings	Maintenance Supplies	30.11
225473	Grainger	16	Food Service	Maintenance Supplies	257.36
225474	Great Western Dining	11	No Center	Fringe Benefit	137.88
225474	Great Western Dining	11	No Center	Fringe Benefit	616.63
225474	Great Western Dining	16	Food Service	Cost of Food Service Con	21,522.63
225474	Great Western Dining	16	Food Service	Cost of Food Service Con	3,071.35
225474	Great Western Dining	16	Food Service	Cost of Food Service Con	13,450.20
225475	Griffith, Erik Bryan	11	Phi Theta Kappa	Office Supplies	37.28
225476	HOSA-Future Health Prof	11	HOSA	Professional Memberships	120.00
225477	Hasty Awards	11	Mathematics	Recognition Supplies	410.06
225478	Humboldt Fitness	11	Women's Soccer	Meetings & Hospitality	34.00
225479	INA Alert Inc	11	Information Tech (IT)	Major Equipment	1,230.10
225480	Iola Auto Parts LLC	11	Maintenance of Grounds	Maintenance Supplies	4.75
225481	Jock's Nitch Inc	11	Baseball	Athletic Apparel	4,139.43
225482	John Deere Financial	70	No Center	Baseball 70	19.90
225482	John Deere Financial	70	No Center	Baseball 70	449.90
225483	Johnson Vaughn PA	11	Board of Trustees	Legal Services	4,310.00
225484	KWIKOM	16	Ballard House	Mtc & Service Agreements	75.00
225485	Kansas Assoc of School Boards	11	President	Professional Memberships	2,750.00
225485	Kansas Assoc of School Boards	11	President	Professional Memberships	3,200.00
225486	Kansas Fence Co Inc	11	Baseball	Athletic Supplies	6,850.00
225487	Kraft Inc., Henry	11	Maintenance of Buildings	Janitorial Supplies	495.39
225488	Lee, James Allen	11	No Center	Accts Recv/Students	2,636.00
225489	Lee, Tracy R	11	General Inst Expenses	Other Expense	181.77
225489	Lee, Tracy R	11	General Inst Expenses	Other Expense	130.00
225489	Lee, Tracy R	11	General Inst Expenses	Other Expense	57.59
225490	Leffler, Lyvier L	11	President	Business Travel	500.00
225490	Leffler, Lyvier L	11	President	Telephone/	100.00
225491	Lewis, Macey Jean	11	No Center	Accts Recv/Students	525.00
225492	MV Sport-MV Corp Inc	16	Bookstore	C of GS/Soft Goods	-20.50
225492	MV Sport-MV Corp Inc	16	Bookstore	C of GS/Soft Goods	420.00
225493	Manhattan Running Co	11	Track	Athletic Apparel	760.00
225494	May, Justus Laurent	11	No Center	Accts Recv/Students	200.00
225495	McCarty's Office Machines Inc	11	Information Tech (IT)	Data Processing Supplies	58.62
225496	Misenhelter, Randall L	12	Business & Industry	Business Travel	816.06
225497	Nelnet Campus Commerce	11	Business Office	Mtc & Service Agreements	400.00
225497	Nelnet Campus Commerce	11	General Inst Expenses	Service Charges	164.90

PAGE TOTALS

76,032.84

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
225498	New Klein Lumber Co., The	70	No Center	Baseball 70	68.82
225499	New Wave Broadband	11	Baseball	Mtc & Service Agreements	45.00
225499	New Wave Broadband	11	Baseball	Mtc & Service Agreements	35.00
225499	New Wave Broadband	11	Baseball	Mtc & Service Agreements	160.00
225499	New Wave Broadband	11	Men's Soccer	Subscriptions	40.00
225499	New Wave Broadband	11	Women's Soccer	Subscriptions	40.00
225500	OTA PlatePay	11	Director of Athletics	Business Travel	4.03
225501	Peak Uptime	11	Information Tech (IT)	Mtc & Service Agreements	7,595.74
225502	Peoples, Coen Michael	11	No Center	Accts Recv/Students	1,809.00
225503	Peters, Nikki	11	Marketing	Advertising	324.19
225504	Phillips 66 Co/SYNCB	11	Director of Athletics	Gasoline	1,005.54
225504	Phillips 66 Co/SYNCB	11	General Inst Expenses	Gasoline	41.69
225504	Phillips 66 Co/SYNCB	11	Maintenance of Grounds	Gasoline	79.88
225505	PrestoSports LLC	11	Director of Athletics	Mtc & Service Agreements	2,731.50
225506	Quill LLC	11	Campus Services	Duplicating Supplies	349.52
225507	Reed, Cheryl D	11	No Center	Accts Recv/Students	75.00
225508	Rincon, Andrea	11	No Center	Accts Recv/Students	924.00
225509	Roberts, Haylei Janae	11	No Center	Accts Recv/Students	1,754.00
225510	Shelbys' Sassy Designs	70	No Center	Softball 70	276.00
225511	Simpson Construction	61	Miscellaneous Oth Fnd Ex	Buildings	379,271.75
225512	Spirit Products Ltd	16	Bookstore	C of GS/Gifts	263.25
225512	Spirit Products Ltd	16	Bookstore	C of GS/Gifts	236.12
225513	Staats Awards	12	Agriculture	Recognition Supplies	1,705.28
225514	Storrer Implement	11	Maintenance of Grounds	Major Equipment	6,537.08
225515	Texas Life Insurance Company	11	No Center	Texas Life Insurance	210.80
225516	Tri-Valley	11	General Inst Expenses	Mtc & Service Agreements	88.80
225517	UPS	16	Bookstore	Postage	195.21
225518	Warren Co R3	11	Music	Postage	1,500.00
				PAGE TOTALS	407,367.20
				AP GRAND TOTAL	616,197.02

Signed and approved this ____ day of _____, 2025

ATTEST:

Chairman, Board of Trustees

Fri Mar 28 2025
17:12

Allen County Community College
Bills Presented for Ratification
From: 03/13/2025 To 03/28/2025

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billrat

Check No	Vendor Name	Fund	Center	Line	Invoice Amt
-----					-----
Clerk, Board of Trustees					

Thu Apr 3 2025
14:30

Allen County Community College
SUMMARY OF FUNDS
MAR 24/25

Page 1
fundsum

Funds	This Month		This Year				Last Year	
	Actual	Actual	Encumbrance	Budget	%	Unexpended	Budget	YTD
11 General/Unrestricted	912,106.99	8,283,436.18	207,164.87	15,178,815.00	54.6	6,688,213.95	14,975,226.00	8,463,717.1
12 PTE Fund	93,343.21	926,196.03	0.00	1,833,653.00	50.5	907,456.97	1,875,282.00	931,202.1
16 Auxiliary Enter/Unrest	188,784.99	1,443,047.45	127,448.13	3,551,925.00	40.6	1,981,429.42	2,811,712.00	1,241,336.5
21 College Work Study/Res	1,905.75	10,737.50	0.00	0.00	*****	-10,737.50	0.00	13,231.7
22 Suppl Educ Opp Grnt/Re	0.00	55,389.19	0.00	0.00	*****	-55,389.19	0.00	27,228.2
24 Pell Grant/Restricted	9,164.97	1,578,246.01	0.00	0.00	*****	-1,578,246.01	0.00	1,199,501.1
27 State Grants/Restrict	9,441.76	34,299.20	0.00	45,364.00	75.6	11,064.80	79,127.00	51,679.5
40 Loan Funds/Restricted	12,370.00	743,742.00	0.00	0.00	*****	-743,742.00	0.00	692,615.0
61 Capital Outlay/Restric	1,043,732.98	1,828,060.93	0.00	1,500,000.00	121.9	-328,060.93	2,000,000.00	0.0
70 Agency/Restricted	-16,730.25	967,960.96	0.00	0.00	*****	-967,960.96	0.00	1,199,498.0

\$Source: /opt/carsi/modules/accounting/reports/RCS/fundsum,v \$

\$Header

For: MAR 2425 11

Run: 14:30:36 Thu Apr 3 2025

Thu Apr 3 2025
15:04

Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
MAR 2425

Page 1
revexp

Fund: 11 General/Unrestricted

REVENUE by obj	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Fund: 11 General/Unrestricted

REVENUE by obj	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Revenue						
Student Sources						
4011 Gen Fund On Campus Tuit	1,250	60,000	583,700	0	973	523,700
4012 Gen Fund Out/State Tuitn	(855)	623,214	327,489	0	53	(295,725)
4014 Gen Fnd Off-Campus Tuitn	1,425	217,894	107,363	0	49	(110,532)
4015 Out-Dist Tuition-ONC	0	1,465,496	185,343	0	13	(1,280,154)
4016 Out-Dist Tuition-Outrch	2,040	412,350	624,325	0	151	211,975
4018 Gen Fnd Acad Course Fee	160	3,400	4,901	0	144	1,501
4019 Technology Fee	1,269	547,101	500,494	0	91	(46,607)
4025 Fee Transfer	0	0	0	0	*****	0
4070 International Tuition	1,575	375,992	373,616	0	99	(2,376)
4090 Graduation Fee	30	150	120	0	80	(30)
Student Sources	6,894	3,705,597	2,707,350	0	73	(998,247)
Federal Sources						
4120 Indirect Costs	480	4,000	2,150	0	54	(1,850)
Federal Sources	480	4,000	2,150	0	54	(1,850)
State Sources						
4200 State Operating Grnt	0	3,626,540	3,626,540	0	100	0
4280 State Grants & Contracts	0	250,000	250,000	0	100	0
State Sources	0	3,876,540	3,876,540	0	100	0
Local Sources						
4410 Ad Valorem Property Tax	206,805	2,621,815	1,911,542	0	73	(710,273)
4420 Motor Vehicle Stamp Tax	0	0	0	0	*****	0
4430 Motor Vehicle Prop Tax	24,227	282,927	186,113	0	66	(96,814)
4440 Delinquent Tax	0	27,764	72,547	0	261	44,783
4450 Payments in lieu of tax	0	2,900	3,372	0	116	472
Local Sources	231,032	2,935,406	2,173,574	0	74	(761,832)
Other Income Sources						
4810 Interest Income	40,827	150,000	363,671	0	242	213,671
4811 Interest of Investments	2,060,886	250,000	2,656,614	0	*****	2,406,614
4825 Cash Over	0	0	2	0	*****	2
4835 Previous Year Adjustment	0	0	2,660	0	*****	2,660
4840 Miscellaneous Income	270	500,000	49,820	0	10	(450,180)
4843 Bad Debt Income/On-Camp	0	4,000	1,934	0	48	(2,066)
4844 Bad Debt Income/Outreach	1,419	10,000	6,272	0	63	(3,728)
4855 Service Charge Income	10	3,000	990	0	33	(2,010)
4910 Transcripts/ 11	299	6,500	4,375	0	67	(2,125)

Thu Apr 3 2025
15:04

Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
MAR 24 25

Page 3
revexp

Fund: 11 General/Unrestricted

REVENUE by obj	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Other Income Sources	2,103,710	923,500	3,086,338	0	334	2,162,838
Revenue	2,342,116	11,445,043	11,845,952	0	104	400,909

Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Education and General						
Instruction						
1110 Business	6,067	124,854	43,060	0	34	81,794
1130 Communication	11,228	145,713	83,469	0	57	62,244
1131 Art	6,869	78,214	43,649	0	56	34,565
1132 Tutoring Center	6,748	88,473	63,252	0	71	25,221
1133 English	25,604	313,493	180,674	0	58	132,819
1135 Developmental Education	(16)	0	0	0	*****	0
1136 Education	0	1,100	8	0	1	1,092
1137 ESL	92	608	358	0	59	250
1140 Mathematics	12,739	166,913	96,814	0	58	70,099
1141 Biology	19,980	181,054	140,189	182	78	40,683
1142 Chemistry	5,629	83,789	39,863	0	48	43,926
1143 Physical Science	5,018	72,858	35,613	0	49	37,245
1150 Soc & Behav Sciences	34,210	385,930	250,088	0	65	135,842
1151 Exercise Science	0	1,000	748	0	75	252
1160 Fitness Center	5,339	90,089	67,507	0	75	22,582
1170 Summer School	0	148,510	10,905	0	7	137,605
1174 Online Learning	42,814	272,987	246,476	804	91	25,707
1175 DNU Dist Learning	0	0	11	0	*****	(11)
1179 On Campus Adjunct/Overlo	14,111	93,600	109,748	0	117	(16,148)
1180 Concurrent Dual Credit	16,149	652,157	336,783	0	52	315,374
1185 Burlingame Campus	0	37,950	0	0	0	37,950
Instruction	212,580	2,939,292	1,749,215	986	60	1,189,091
Academic Support						
4100 Library	11,233	223,241	177,917	86	80	45,237
4200 VP for Academic Affairs	19,876	189,202	133,902	0	71	55,300
4210 Dean-CTE & Industry Ptrn	2,382	0	11,917	0	*****	(11,917)
4250 Dean-Dist & Gen Ed Iola	8,599	110,047	78,408	0	71	31,639
4300 Professional Development	1,761	26,000	11,226	0	43	14,774
4400 Campus Services	4,466	84,049	48,759	73	58	35,217
Academic Support	48,316	632,539	462,129	159	73	170,251
Student Serv--Administra						
5000 VP for Student Affairs	25,489	176,291	146,854	0	83	29,437
5100 Advising & Testing	13,212	183,884	132,385	0	72	51,499
5150 Student Success	0	42,553	0	0	0	42,553
5200 Financial Aid Office	31,004	487,296	267,272	0	55	220,024
5300 Registrar's Office	13,020	176,009	119,838	0	68	56,171
5350 Admissions	23,021	383,107	228,592	0	60	154,515
5360 Marketing	5,418	313,638	101,631	0	32	212,007
Student Serv--Administra	111,165	1,762,778	996,572	0	57	766,206

Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Student Serv--Athletics						
5500 Director of Athletics	28,799	516,303	363,093	10,356	72	142,854
5501 Men's Basketball	6,032	107,002	72,185	0	67	34,817
5502 Women's Basketball	7,521	103,863	72,875	0	70	30,988
5503 Track	12,777	56,286	49,764	0	88	6,522
5506 Softball	9,881	105,466	71,850	0	68	33,616
5507 Baseball	22,235	208,313	152,623	0	73	55,690
5508 Volleyball	4,273	102,204	67,841	0	66	34,363
5510 Cross Country	2,896	77,171	53,020	0	69	24,151
5511 Livestock Judging	7,136	94,687	54,107	0	57	40,580
5512 Cheerleader/Dance	8,441	72,091	24,564	0	34	47,527
5513 Men's Soccer	6,473	156,704	106,510	0	68	50,194
5515 Women's Soccer	5,256	92,287	64,483	(24)	70	27,828
5560 Athletic Fundraising	0	0	19,197	0	*****	(19,197)
5570 Athletic Trainer	11,936	157,609	87,972	0	56	69,637
5575 Post Season Competition	9,146	40,000	11,590	0	29	28,410
Student Serv--Athletics	142,800	1,889,986	1,271,674	10,332	68	607,980
Student Serv--Activities						
5610 Student Activities	8,238	77,483	45,459	0	59	32,024
5611 International Students	1,093	3,355	1,193	0	36	2,162
5620 Music	7,380	84,299	54,427	99	65	29,773
5630 Allen Flame Newspaper	0	500	0	0	0	500
5640 Theater	15,040	212,283	112,469	0	53	99,814
5650 College Quiz Bowl	0	2,672	3,419	0	128	(747)
5660 Phi Theta Kappa	495	15,650	1,768	0	11	13,882
5663 HOSA	169	6,600	1,602	0	24	4,998
Student Serv--Activities	32,414	402,842	220,337	99	55	182,406
Institutional Support						
6000 Instit Suppt - aud Adj	0	0	0	0	*****	0
6100 President	44,754	470,791	297,580	1,800	64	171,411
6110 Board of Trustees	4,310	90,250	31,020	0	34	59,230
6120 Institutional Research	14,317	153,059	96,693	130	63	56,237
6130 Accreditation	0	28,510	9,806	0	34	18,704
6140 Diversity, Equity & Incl	0	7,080	2,500	0	35	4,580
6200 Business Office	25,421	402,924	291,053	0	72	111,871
6210 VP Finance & Operations	11,014	139,199	99,120	0	71	40,079
6230 Accounts Payable/Purchng	0	0	0	0	*****	0
6250 Human Resources	7,731	202,277	58,141	0	29	144,136
6310 Alumni/Development Offic	10,799	132,289	65,308	133	49	66,848
6400 Information Tech (IT)	106,112	1,245,037	1,017,172	39,937	85	187,928
6500 General Inst Expenses	32,168	1,063,161	546,823	136,965	64	379,373
6510 Gen Inst Exp Tech Bldg	3,221	286,250	31,158	9,326	14	245,766
Institutional Support	259,848	4,220,827	2,546,373	188,291	65	1,486,163

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Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Physical Plant Operation						
7000 Oper & Main Aud adj acct	0	0	0	0	*****	0
7100 Maintenance of Buildings	81,693	1,122,357	544,379	5,141	49	572,837
7200 Maintenance of Equipment	8,390	558,465	106,792	0	19	451,673
7300 Maintenance of Grounds	14,662	306,229	218,707	2,157	72	85,365
7500 Major Projects	0	1,125,000	83,982	0	7	1,041,018

Physical Plant Operation	104,744	3,112,051	953,861	7,298	31	2,150,892

Education and General	911,867	14,960,315	8,200,161	207,165	56	6,552,989

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Allen County Community College
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Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Scholarships & Grants						
Scholarships						
8100 Board Scholarships	240	218,500	83,275	0	38	135,225
8200 Other Scholarships	0	0	0	0	*****	0

Scholarships	240	218,500	83,275	0	38	135,225

Scholarships & Grants	240	218,500	83,275	0	38	135,225

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Fund: 11 General/Unrestricted

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Auxiliary Enterprises						
Miscellaneous Other						
9900 Miscellaneous Oth Fnd Ex	0	0	0	0	*****	0
9999 Contingency Center	0	(3,733,772)	0	0	0	(3,733,772)

Miscellaneous Other	0	(3,733,772)	0	0	0	(3,733,772)

Auxiliary Enterprises	0	(3,733,772)	0	0	0	(3,733,772)

EXPENDITURES	912,107	11,445,043	8,283,436	207,165	74	2,954,442
=====						

Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 11 General/Unrestricted

	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Total Revenues	2,342,116	11,445,043	11,845,952	0	104	400,909
Total Expenditures	912,107	11,445,043	8,283,436	207,165	74	2,954,442
Excess Revenue/Expenditures	1,430,009	0	3,562,516	(207,165)	*****	3,355,351
Fund Balance objs	0	0	18,189,969	0	*****	0
Fund Balance + Excess Rev/Exp	1,430,009	0	21,752,485	(207,165)	*****	3,355,351

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 12 PTE Fund

REVENUE by obj	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Revenue						
Student Sources						
4020 Technical Edu Tuition	0	400,000	0	0	0	(400,000)
4025 Fee Transfer	0	0	0	0	*****	0

Student Sources	0	400,000	0	0	0	(400,000)
State Sources						
4200 State Operating Grnt	0	468,219	847,232	0	181	379,013
4201 Other State Aid	0	379,013	777,124	0	205	398,111
4202 Kansas Promise	7,478	30,000	26,566	0	89	(3,434)

State Sources	7,478	877,232	1,650,922	0	188	773,690
Other Income Sources						
4840 Miscellaneous Income	0	0	0	0	*****	0

Other Income Sources	0	0	0	0	*****	0

Revenue	7,478	1,277,232	1,650,922	0	129	373,690

Fund: 12 PTE Fund

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
----- ----- ----- ----- ----- ----- -----						
Education and General						
Instruction						
1110 Business	0	0	116	0	*****	(116)
1210 Management Development	485	0	2,911	0	*****	(2,911)
1225 Computer Science	10,814	141,459	64,586	0	46	76,873
1227 Graphic Design	8,995	109,844	86,579	0	79	23,265
1230 Business & Industry	15,708	359,703	114,690	0	32	245,013
1233 Criminal Justice Studies	1,941	108,427	54,124	0	50	54,303
1240 Agriculture	11,902	123,735	89,333	0	72	34,402
1260 Allied Health	14,926	214,048	95,935	0	45	118,113
1261 Emergency Medical Servic	0	12,483	319	0	3	12,164
1264 Pharmacy Technician	789	11,540	4,488	0	39	7,052
1268 Early Childhood Educ	15,151	203,201	117,635	0	58	85,566
1275 Machining & Manufacturi	1,282	6,200	1,940	0	31	4,260
----- ----- ----- ----- ----- ----- -----						
Instruction	81,994	1,290,640	632,656	0	49	657,984
Academic Support						
4210 Dean-CTE & Industry Ptnr	8,619	118,013	86,114	0	73	31,899
----- ----- ----- ----- ----- ----- -----						
Academic Support	8,619	118,013	86,114	0	73	31,899
----- ----- ----- ----- ----- ----- -----						
Education and General	90,613	1,408,653	718,769	0	51	689,884
----- ----- ----- ----- ----- ----- -----						

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Fund: 12 PTE Fund

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Scholarships & Grants						
Scholarships						
8200 Other Scholarships	2,730	425,000	207,427	0	49	217,573

Scholarships	2,730	425,000	207,427	0	49	217,573

Scholarships & Grants	2,730	425,000	207,427	0	49	217,573

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REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 12 PTE Fund

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Auxiliary Enterprises						
Miscellaneous Other						
9900 Miscellaneous Oth Fnd Ex	0	0	0	0	*****	0
9999 Contingency Center	0	(556,421)	0	0	0	(556,421)

Miscellaneous Other	0	(556,421)	0	0	0	(556,421)

Auxiliary Enterprises	0	(556,421)	0	0	0	(556,421)

EXPENDITURES	93,343	1,277,232	926,196	0	73	351,036
=====						

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Fund: 12 PTE Fund

	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Total Revenues	7,478	1,277,232	1,650,922	0	129	373,690
Total Expenditures	93,343	1,277,232	926,196	0	73	351,036
Excess Revenue/Expenditures	(85,865)	0	724,726	0	*****	724,726
Fund Balance objs	0	0	1,006,735	0	*****	0
Fund Balance + Excess Rev/Exp	(85,865)	0	1,731,461	0	*****	724,726

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 14 ASE/Unrestricted

REVENUE by obj	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

EXPENDITURES	0	0	0	0	*****	0
=====						

Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 14 ASE/Unrestricted

	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Total Revenues	0	0	0	0	0 *****	0
Total Expenditures	0	0	0	0	0 *****	0
Excess Revenue/Expenditures	0	0	0	0	0 *****	0
Fund Balance objs	0	0	6,501	0	0 *****	0
Fund Balance + Excess Rev/Exp	0	0	6,501	0	0 *****	0

Fund: 16 Auxiliary Enter/Unrestr

REVENUE by obj	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Revenue						
Student Sources						
4050 Book Rental Charges	735	382,215	380,711	0	100	(1,504)
Student Sources	735	382,215	380,711	0	100	(1,504)
Student Housing						
4700 Red Devil Duplexes	0	203,528	244,368	0	120	40,840
4720 Horton Hall Revenues	1,436	422,832	514,157	0	122	91,325
4730 Winter Hall Revenues	2,873	248,184	282,243	0	114	34,059
4731 Masterson Hall Revenues	(3,348)	299,936	348,636	0	116	48,700
4732 Herynk Hall	0	128,544	127,389	0	99	(1,155)
4733 Parkford Apartments	0	149,968	143,943	0	96	(6,026)
4734 Ballard House	0	15,000	14,363	0	96	(638)
4739 Residence Hall Breakage	0	2,000	215	0	11	(1,785)
Student Housing	961	1,469,992	1,675,313	0	114	205,321
Bookstore Sales						
4740 Sales of Books	0	3,000	(882)	0	(29)	(3,882)
4742 Non-Return Books/On-Camp	0	0	0	0	*****	0
4743 Sales of Books/Outreach	0	0	0	0	*****	0
4744 Non-Return Books/Off-Cam	0	0	0	0	*****	0
4748 Shipping/Iola	0	350	0	0	0	(350)
4750 Sales of Supplies	8	800	724	0	91	(76)
4760 Sales of Soft Goods	1,473	18,500	15,881	0	86	(2,619)
4770 Sales of Gifts & Misc	192	2,500	2,378	0	95	(122)
4780 Tax Exempt Sales	0	10,700	4,432	0	41	(6,268)
Bookstore Sales	1,673	35,850	22,533	0	63	(13,317)
Other Income Sources						
4840 Miscellaneous Income	3,165	21,000	22,110	0	105	1,110
4870 Vending Mach Commission	0	0	0	0	*****	0
4880 Catered Event Commissons	0	2,000	2,316	0	116	316
Other Income Sources	3,165	23,000	24,427	0	106	1,427
Revenue	6,534	1,911,057	2,102,983	0	110	191,926

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Allen County Community College
REVENUE/EXPENDITURE SUMMARY REPORT
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Fund: 16 Auxiliary Enter/Unrestr

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Education and General						
Institutional Support						
6500 General Inst Expenses	0	5,000	0	0	0	5,000

Institutional Support	0	5,000	0	0	0	5,000
Physical Plant Operation						
7500 Major Projects	0	315,000	92,000	0	29	223,000

Physical Plant Operation	0	315,000	92,000	0	29	223,000

Education and General	0	320,000	92,000	0	29	228,000

Fund: 16 Auxiliary Enter/Unrestr

EXPENDITURES by func	Month	Full Year	---- Year to Date ----		Pct	Variance
	Actual	Budget	Actual	Encumbered		

Auxiliary Enterprises						
Auxiliary Enterprises						
9810 Bookstore	69,081	522,048	404,824	4,878	78	112,346
9820 Student Union	240	146,932	4,323	787	3	141,823
9830 Student Housing/Program	13,726	213,825	126,147	0	59	87,678
9831 Parkford Apartments	7,179	107,700	63,793	13,240	72	30,668
9832 Ballard House	495	28,000	4,556	1,177	20	22,268
9833 Herynk Hall	780	169,500	18,727	3,814	13	146,958
9835 Horton Hall	2,308	133,320	29,282	11,057	30	92,980
9836 Winter Hall	7,294	94,000	34,793	5,728	43	53,479
9837 Red Devil Duplexes	2,292	87,500	45,940	8,096	62	33,464
9838 Masterson Hall	3,725	970,000	22,878	6,582	3	940,540
9840 Food Service	81,663	759,100	595,785	72,089	88	91,225

Auxiliary Enterprises	188,785	3,231,925	1,351,047	127,448	46	1,753,429
Miscellaneous Other						
9999 Contingency Center	0	(1,640,868)	0	0	0	(1,640,868)

Miscellaneous Other	0	(1,640,868)	0	0	0	(1,640,868)

Auxiliary Enterprises	188,785	1,591,057	1,351,047	127,448	93	112,561

EXPENDITURES	188,785	1,911,057	1,443,047	127,448	82	340,561
=====						

Fund: 16 Auxiliary Enter/Unrestr

	Month	Full Year	Year to Date		Pct	Variance
	Actual	Budget	Actual	Encumbered		
Total Revenues	6,534	1,911,057	2,102,983	0	110	191,926
Total Expenditures	188,785	1,911,057	1,443,047	127,448	82	340,561
Excess Revenue/Expenditures	(182,251)	0	659,936	(127,448)	*****	532,488
Fund Balance objs	0	0	4,837,838	0	*****	0
Fund Balance + Excess Rev/Exp	(182,251)	0	5,497,774	(127,448)	*****	532,488

Allen County Community College
Treasurer's Report
March 31, 2025

Fund Description	Balance	Revenue	Expenditures	Balance	- A/R	+ A/P	Prior Year	Balance
	02-28-2025			03-31-2025	03-31-2025	03-31-2025	Adjustments	03-31-2025
11 General	\$20,678,864.77	\$431,904.47	\$912,583.42	\$20,198,185.82	(\$393,578.38)	\$713,476.47	\$0.00	\$21,305,240.67
12 Postsecondary Technical Educa	\$1,820,879.03	\$7,478.00	\$93,343.21	\$1,735,013.82	\$0.00	\$0.00	\$0.00	\$1,735,013.82
14 Adult Supplementary Education	\$6,500.85	\$0.00	\$0.00	\$6,500.85	\$0.00	\$0.00	\$0.00	\$6,500.85
16 Auxiliary Enterprises	\$4,414,754.12	\$6,533.97	\$188,784.99	\$4,232,503.10	\$0.00	(\$100.00)	\$0.00	\$4,232,403.10
20 EDPMS	(\$73,292.88)	\$0.00	\$0.00	(\$73,292.88)	(\$42,299.48)	(\$12,870.89)	\$0.00	(\$43,864.29)
21 College Work Study	\$0.00	\$1,905.75	\$1,905.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22 SEOG	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
23 ABE Grant	(\$0.42)	\$0.00	\$0.00	(\$0.42)	\$0.00	\$0.00	\$0.00	(\$0.42)
24 PELL	\$0.00	\$9,164.97	\$9,164.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
27 State Grants	\$453,641.50	\$0.00	\$9,441.76	\$444,199.74	(\$24,742.51)	\$0.00	\$0.00	\$468,942.25
28 Federal Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
40 Loan Funds/Restricted	\$0.00	\$12,370.00	\$12,370.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
61 Capital Outlay	\$2,936,083.02	\$41,311.49	\$1,043,732.98	\$1,933,661.53	\$0.00	\$0.00	\$0.00	\$1,933,661.53
70 Agency	\$2,024,398.67	\$0.00	(\$16,730.25)	\$2,041,128.92	\$0.00	\$7,008.98	\$0.00	\$2,048,137.90
Holding for Distribution	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$32,261,828.66	\$510,668.65	\$2,254,596.83	\$30,517,900.48	(\$460,620.37)	\$707,514.56	\$0.00	\$31,686,035.41

Summary of Cash Transactions

	Balance	Receipts	Disbursements	Balance
	02-28-2025			03-31-2025
Landmark Nat'l Bank #385 (Gen. Fun	11,536,329.48	2,886,283.43	1,575,144.50	12,847,468.41
Landmark Nat'l Bank #377 (Fed Fund	0.15	52,392.88	52,392.88	0.15
Community Nat'l Bank (Checking)	175,794.68	23,275.46	0.00	199,070.14
Petty Cash-Main Campus	289.20	10.80	7.16	292.84
Landmark Nat'l CD's	8,000,000.00	0.00	2,000,000.00	6,000,000.00
Community Nat'l Bank CD's	6,454,880.34	4,879.06	0.00	6,459,759.40
Emprise Bank CD's	6,094,034.81	84,909.66	0.00	6,178,944.47
Athletic Cash	300.00	0.00	0.00	300.00
Bookstore Cash-Iola Campus	200.00	0.00	0.00	200.00
Cashier's Drawer #1	0.00	450,790.17	450,790.17	0.00
Cashier's Drawer #2	0.00	0.00	0.00	0.00
Cashier's Drawer #3	0.00	0.00	0.00	0.00
Cashier's Drawer #4	0.00	0.00	0.00	0.00
Holding for Distribution	0.00	0.00	0.00	0.00
Total	32,261,828.66	3,502,541.46	4,078,334.71	31,686,035.41

Pledged Securities

	03-31-2025
Investments - KMIP	\$0.00
Emprise Bank	\$5,953,217.72
Community National Bank & Trust	\$6,409,807.00
Landmark National Bank	\$22,843,275.69
Total	\$35,206,300.41

I hereby certify that the above fund reconciliation is correct to the best of my knowledge.

VicePresident for Finance & Operations

Board Chair

Allen County Community College
Schedule of Investments
March 31, 2025

<u>Date Purchased</u>	<u>Invested With</u>	<u>Amount Invested</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	
12/18/2024	Landmark	9473	\$ 2,000,000.00	4.15%	6/18/2025
12/18/2024	Landmark	9474	\$ 2,000,000.00	4.15%	6/18/2025
12/20/2024	Landmark	9481	\$ 2,000,000.00	4.15%	6/20/2025
02/26/2025	CNB&T 6 month	518355	\$ 2,000,000.00	3.85%	08/26/2025
03/18/2025	CNB&T 6 month	515560	\$ 2,000,000.00	3.85%	09/18/2025
10/18/2024	CNB&T 6 month	515897	\$ 2,000,000.00	4.28%	4/18/2025
09/16/2024	CNB&T	520897	\$ 459,759.40	4.35%	09/16/2025
03/13/2025	Emprise 181 Day	5304	\$ 2,102,083.75	4.06%	09/10/2025
09/18/2024	Emprise 365 Day	5296	\$ 2,043,545.08	4.35%	09/18/2025
10/29/2024	Emprise 365 Day	8856	\$ 2,033,315.64	4.00%	10/29/2025
Total Investments			<u>\$18,638,703.87</u>		
			\$ 6,000,000.00	LNB	
			\$ 6,178,944.47	Emprise	
			\$ 6,459,759.40	CNB&T	

Signed: _____
Vice President for Finance & Operations

Signed: _____
Chairman, Board of Trustees



Iola Campus, Online Learning, and CEP (Concurrent Enrollment Partnerships)

Report to the Board of Trustees

Lyvier L Leffler PhD LMHC: President
April 2025

President's Report

- I traveled to the Northern Tier to meet with faculty on March 27th. There is a need to explore providing leadership support for current and potential programs. I will be proposing a new position to the Board in the upcoming months at a Dean's or Director's level to support and expand the Northern Tier.
- There is a need to increase marketing and recruitment at Allen. A new Director of Public Relations and Marketing Communications job description has been posted.
- All college credit cards were turned in to the Comptroller by March 14th.
- Final budget figures for FY25 were received by Heather Morgan, Executive Director of the Kansas Association of Community College Trustees (KACCT). A legislative proviso may impact Student Success and Business & Industry funding if a college has more than six months' cash on hand.
- I, along with a few cabinet members, attended the Higher Learning Commission's Annual Conference April 4-8th.
- Allen Community College has been allocated \$10,000 through a statewide grant from the Kansas Board of Regents (KBOR) aimed at increasing the number of students entering teacher education programs at community colleges. The funds are intended to support recruitment efforts by covering tuition, books, and fees—particularly for students enrolling in the Introduction to Education course—with the goal of encouraging transfer to four-year institutions to complete teaching degrees. This opportunity was shared by Dr. Heidi L. Hallman, Professor and Chair of the Department of Curriculum and Teaching at the University of Kansas.

Board Report for Allen Advancement – April 2025

Endowment

The Allen County Community College Endowment Association Board of Directors will be meeting April 15th at 12 pm. This is our quarterly business meeting for the Board.

The annual Scholarship Luncheon will take place on Friday, April 25th in the Allen Gym. Doors open at 11:30 am. **Please email Josiah at endowment@allencc.edu to RSVP.**

We've included the Kansas Statutes that were enacted in 2023 that impact how endowed funds are used, see Kansas Donor Intent Protection Act.

Alumni Relations

We are currently compiling articles for the Spring 2025 Allen Spark. The Spring Spark will be going out after graduation.

The 2025 Distinguished Alumni has been selected. We will be announcing that publicly at a later date. We plan to reach out to the respective newsletters to announce the recipient.

Advancement

Founders' Day is being celebrated April 3rd. We will announce the recipient of the Devils' Advocate Award at the luncheon, an award presented by the Office of Advancement to an individual in the community who has supported the College through various means.

We've begun publicizing the Scarlet and Black Club updates with visits to local government councils and boards. We will expand outside of Allen County in presentation as the year continues. <https://www.iolaregister.com/news/local-news/acccs-dalbini-promotes-club>

Upcoming presentation:

April 7th – Moran City Council

April 8th – Allen County Commission

April 14th – Humboldt City Council

Registration for the Scarlet & Black Club will be live by May 15th.

Kansas Donor Intent Protection Act (K.S.A. 58-3621 to 58-3625)

58-3621. Citation of act; purpose. (a) K.S.A. 2024 Supp. 58-3621 through 58-3625, and amendments thereto, shall be known and may be cited as the donor intent protection act.

(b) The purpose of K.S.A. 2024 Supp. 58-3621 through 58-3625, and amendments thereto, is to provide legal recourse to an individual charitable donor when the donor's gift restrictions pursuant to an endowment agreement with a recipient charitable organization that governs an endowment fund containing only property gifted by such donor are not followed by the recipient charitable organization.

History: L. 2023, ch. 45, § 1; July 1

58-3622. Definitions. For purposes of K.S.A. 2024 Supp. 58-3621 through 58-3625, and amendments thereto:

(a) "Charitable organization" means an organization organized and operated exclusively for religious, charitable, scientific, testing for public safety, literary, educational or other specified purposes and that is exempt from federal income taxation as an entity described in section 501(c)(3) of the federal internal revenue code and maintains its principal office in Kansas.

(b) "Donor" means an individual who has made a gift of property to an existing endowment fund of a charitable organization or that establishes a new endowment fund of the charitable organization pursuant to terms of an endowment agreement that may include donor-imposed restrictions or conditions governing the use of the gifted endowment property or funds.

(c) "Donor-imposed restriction" means a written statement within an endowment agreement or institutional solicitation that specifies obligations on the management or purpose of the property gifted by the donor that are imposed by or accepted by the donor of the gift as a condition of the charitable organization's receipt of property pursuant to an endowment agreement.

(d) "Endowment agreement" means a written agreement between a donor and a charitable organization that gifts an endowment fund to a charitable organization or gifts property to an endowment fund of a charitable organization, and such donor is the only donor gifting such endowment fund or property to an endowment fund. An "endowment agreement" may include donor-imposed restrictions or conditions governing the use of the gifted endowment property or fund.

(e) "Endowment fund" means an institutional fund that, under the terms of an endowment agreement, is not wholly expendable by the charitable institution on a current basis and that only contains property gifted by a single donor. "Endowment fund" does not include assets that the charitable institution designates as an endowment fund for its own use.

(f) "Legal representative" means the administrator or executor of an individual's estate, a surviving spouse if there is a judicial settlement of the accounts of an individual's estate or any living, named individual designated in an endowment agreement to act in place of a party to an endowment agreement with respect to all matters expressed in such endowment agreement and all actions that such agreement contemplates, including, but not limited to, interpreting, performing and enforcing any provisions of such endowment agreement and defending the validity thereof

(g) "Property" means real property, personal property or money, cryptocurrency, stocks, bonds or any other asset or financial instrument.

History: L. 2023, ch. 45, § 2; July 1.

58-3623. Violation of donor-imposed restrictions prohibited; complaint of violation; jurisdiction, venue, damages, limitations; remedies available. (a) Except where specifically required or authorized by federal or state law, including, but not limited to, K.S.A. 58-3616, and amendments thereto, no charitable organization that accepts a contribution of property of an endowment fund or to an endowment fund pursuant to an endowment agreement that imposes a written donor-imposed restriction shall violate the terms of that restriction.

(b) If a charitable organization violates a donor-imposed restriction contained in an endowment agreement, the donor, or the donor's legal representative, may file a complaint within two years after discovery of the violation for breach of such agreement but not more than 40 years after the date of the endowment agreement that established the endowment fund. The complaint may be filed in a court of general jurisdiction in the county of this state where a charitable organization named as a party has its principal office or principal place of carrying out its charitable purpose or in the county of residence of the donor. The complaint may be filed whether or not the endowment agreement expressly reserves a right to sue or a right of enforcement. A complaint filed pursuant to K.S.A. 2024 Supp. 58-3621 through 58-3624, and amendments thereto, shall not seek, or result in, a judgment awarding damages to the plaintiff.

(c) (1) If the court determines that a charitable organization violated a donor-imposed restriction, the court may order any remedy in law or equity that is consistent with and restores, to the extent possible, the donor's intent as expressed by the donor-imposed restrictions and conditions in the endowment agreement, including, but not limited to:

(A) Future compliance with or performance of donor-imposed restrictions or conditions on the use or expenditure of the gifted endowment property;

(B) restitution or restoration by the charitable organization of property to an endowment fund that has been expended or used by the charitable organization in contravention of donor-imposed restrictions;

- (C) an accounting or the imposition of accounting requirements;
 - (D) restoration or a change to a name required by the donor-imposed restrictions;
 - (E) measures to preserve the property and value of the endowment fund;
 - (F) modification or release of a donor-imposed restriction or reformation or dissolution of the endowment agreement as permitted by Kansas law; or
 - (G) transfer of property from the endowment fund to another charitable organization as directed by the donor, but only if the transfer would not jeopardize or be inconsistent with the tax-exempt status of the original charitable organization. Nothing in this section shall conflict with or affect K.S.A. 2024 Supp. 58-3623(b), and amendments thereto.
- (2) The court shall not order the return of donated funds to the donor or the donor's legal representative or estate.

History: L. 2023, ch. 45, § 3; July 1.

58-3624. Judicial declaration of rights and duties. A charitable organization may obtain a judicial declaration of rights and duties expressed in an endowment agreement containing donor-imposed restrictions as to all of the actions that such agreement contemplates, including, but not limited to, the interpretation, performance and enforcement of the agreement and determination of its validity as provided in K.S.A. 58-3616, and amendments thereto. The charitable organization may also seek such declaration in any suit brought under this section.

History: L. 2023, ch. 45, § 4; July 1.

58-3625. Application and construction of act. The provisions of K.S.A. 2024 Supp. 58-3621 through 58-3624, and amendments thereto, shall not apply to any release or modification of any donor restriction or purpose ordered or made pursuant to K.S.A. 58-3616, and amendments thereto, prior to July 1, 2023, or to any appeal of any such release or modification that is pending on or after July 1, 2023. Nothing in this act affects the authority of the attorney general to enforce any restriction in an endowment agreement, limits the application of the judicial power of cy pres or alters the right of an institution to modify a restriction on the management, investment, purpose or use of an endowment fund in a manner permitted by the endowment agreement.

History: L. 2023, ch. 45, § 5; July 1.

Cross References to Related Sections:

Uniform prudent management of institutional funds act, see 58-3611 et seq.

Institutional Effectiveness and Research

Jacob Reichard, Director of Institutional Effectiveness and Research

Report to the Board of Trustees, April 8, 2025

- J1 training is ongoing currently. We have had training courses for the business office and advancement so far, but there are multiple all-day training meetings over the next couple of months for all areas. With the completion of the updated first pass, we can start using the new system during training and see Allen data in the reports and screens. This training will allow our users to start understanding how they will run their daily/weekly/monthly/yearly tasks in the new system as well as seeing opportunities to improve their workflows.
- With the assistance of the business office, the library, and human resources, the spring collection of IPEDS has been completed. With the turnover in some of these areas, we have had to spend more time understanding the data needed for the report and where to gather it from. We hope between the implementation of J1 and reducing turnover to be able to complete these reports in a quicker, more efficient, and more accurate manner going forward.
- I continued to work with the business office on pulling different reports to complete different reports for internal use and for the state.

Upcoming Conferences, Events, and Reports

- Jenzabar Annual Conference (JAM) – May 27-31, 2025 – Nashville, TN
- KBOR Annual Conference – Mid June

Athletic Board Report

Been working with committee to get prepared for banquet. Will be attending the NJCAA national convention in Denton, TX. April 13th-17th. Conference and Region meetings are April 22nd in Ark City. Men's soccer has been doing a clinic in Humboldt for the rec department. The men's and women's soccer teams are helping run and referee the local Iola rec department soccer leagues. Athletes of the month for February were Alex Bunch from women's basketball and Javontae Costner for men's basketball. Been working with coaches to complete budgets and get evaluations done. Next Booster club luncheon is on April 14nd at Rookies at noon. The Athletic Banquet will be on April 27th at 1 pm in the gym.

Cross Country/Track:

Started outdoor and have competed in several meets so far, have a few that have qualified for nationals.

Basketball:

Women lost in the Region 6 finals to Highland. Mafalda Chambel and Yolaine Luthi were named to the Region 6 All-Tournament Team. Aaliyah Brown and Mafalda Chambel received Second Team All-Conference. Tawhrikura Doyle received Third Team All-Conference.

Men lost to Johnson County in the Region 6 semi-final in a tight game. Javontae Costner was named to the Region 6 All-Tournament team. Tyler Pinder received First Team All-Conference and Malachi Schilreff received Third Team All-Conference.

Baseball:

7-20 overall and 3-9 in conference, have several series left to complete conference schedule Will have home games on 4/3 against Highland at 1 and 3.

Softball:

12-13 overall 3-1 in conference, next home games are 4/3 against Labette at 2 and 4.

Cheer/Dance:

Competed in the Region 6 competition and took Second place.

The rest of the sports are in the off-season training and recruiting.

Numbers so far:

Men's Soccer-50

Women's Soccer – 20 with over 10 offers out.

CC/Track – 32 with multiple offers out.

Volleyball- 12 with a few offers out.

Men's Basketball- 12 with a multiple offers out.

Women's Basketball- 12 with offers out.

Baseball-45

Softball-22 with several offers out

Cheer/Dance-13 with several offers out and a couple other commitments.

Allen Community College

Human Resources Board Report

Date: 4/8/2025

Note: These items have been previously approved by the board.

New Hires:

None

Resignations/Terms:

None

Position Changes / Transfers:

None

HR Projects:

- Completed IPED HR reporting module.
- Signed agreement with Vector Solutions for Learning Management System.
- Entering into an agreement with ATIXA for Interim Title IX Coordinator coverage. Karen to attend ATIXA Conference in June to obtain certification. Will plan to have the VPSA obtain certification as well.
- Working one on one with The Arnold Group on our Compensation Review.
- Transition of HR hard copy employee files to Soft Docs, ongoing in 2025.
- Continuing to evaluate Personnel / Human Resources policies and update for policy and procedure manual.

Iola Campus, Online Learning, and CEP (Concurrent Enrollment Partnerships)

Report to the Board of Trustees

Dr. Kara Wheeler: Vice President for Academic Affairs
April 2025

Academic Affairs

- The 2025-26 Academic catalog is complete and published on the website. Training for faculty/staff was held on April 2nd. Enrollment for summer and fall will start on April 14th.
- Academics as a whole completed their budget proposals for the upcoming fiscal year.
- Program Review is being finalized for academic programs, with recommendations to go to President's Cabinet.
- I submitted our Institutional Update to HLC. This is annual and includes both financial and non-financial indicators.

KBOR:

- The projects we will be working on due to our Performance Funding Agreement with KBOR are below as well as updates in any of the areas:
 - Math and English co-req courses are on the fall schedule as required.
 - Math/English faculty and admin have attended professional development put on by KBOR throughout the year. These are monthly meetings.
 - Degree maps now reflect the general education coding on the semester-by-semester plans within the catalog and on the website.
- Our Performance Report will be due July 1st.

Financial Aid: (Kim Murry)

- Office attended KASFAA (state conference) this past week.
- Office is continuing to make progress with setting up and using JFA for 25-26.
- Once tuition/fees/scholarships are finalized, they will start offering aid for 25-26.

Enrollment Management: (Nikki Peters)

- Looking to revise the job description for admissions and advising reps to go more towards a combined position.
- Upcoming Dates:
 - Early enrollment for current students: April 11
 - Summer and Fall Enrollment Begins: April 14

- Early enrollment Days: April 16 & 21

General Education/Distance Education (Melanie Wallace)

Faculty and Classes:

- 2nd 8-week classes for the spring semester have begun.
- The Math Department held their annual Math Relay event. There were 9 schools and 175 students on campus.
- Kara, Travis Robb, Nikki Peters and I will be attending the annual HLC Conference in Chicago April 5th – 8th.
- The Theatre Department's Spring production will take place at the Bowlus April 25th and 26th at 7:30pm and April 27th at 2:30pm.
- The Student and Community Engagement Committee and Student Life are planning a "Taste of Home" event that will take place from 4-6pm on April 29th in the student center. Students will sign up to provide a dessert from their home state/country. Ms. Cindy will help the students with cooking.
- An International Student Graduation will take place in the Allen Theatre on May 1st at 7pm.
- The Music Department will have a recital on April 30th at 7pm in the fishpond and Jazz Band will have a concert in the fishpond on May 3rd at 3pm.

Online Learning:

- Course design projects for start dates of summer 2025 and fall 2025 are progressing. Some are entering the review phase of our process.
- Online learning will be providing some training to instructors this month on some new processes and procedures that we will be implementing.
- Jerald and Mason continue work on the Canvas Student Orientation and Course Design Training as well as updating our Online Teacher Training for new instructors.

Upcoming Events:

- HLC Conference – April 5th – 8th
- Theatre Production – April 25th – 27th

CTE (Lisa Wicoff)

New Programs, Recruitment and Staffing:

- We will hold an open house for our new cyberwarfare range/computer lab in early May.
- 4/11/25-Meeting with several organizations that work with people on HCBS Waivers to discuss how Allen can help meet employment needs for our area. Task force members are reviewing our current programs and making suggestions for program changes and

improvements. In Kansas, the seven approved Home and Community Based Services (HCBS) waivers are for Autism (AU), Brain Injury (BI), Frail Elderly (FE), Intellectual and Developmental Disability (I/DD), Physical Disability (PD), Serious Emotional Disturbance (SED), and Technology Assisted (TA).

- Work continues on CDL program

Machining and Manufacturing-Randy Misenhelter

- Machining and Manufacturing/Industrial Maintenance and Automation- BILT KSA meeting (Business and Industry Leadership Team meeting where industry experts choose the Knowledge, Skills and Abilities they think is most important for our program outcomes) will be held Wednesday April 9.
- Students are working to build stainless steel hammers with brass heads in class



Allied Health-Leslie Weir

- 6 students from our HOSA Chapter qualified for the HOSA International Leadership Conference in June in Nashville by placing at the State Conference. Our Mental Health Promotion Team won first place, and we had a first place and a third place in Job Seeking Skills.

- Allen presented several sessions at this conference and had a recruiting table. Approximately 160 students attended our sessions and over 100 contacts were made at our recruiting table.



Suturing Shenanigans-Leslie Nelson-Weir, RN and Dr. Ryan Weir



Student Halle Nelson earned 3rd Place in Job Seeking Skills and qualified for ILC in Nashville in June.

IT/Cybersecurity-Sharon Lawless

- Allen's IT/Cybersecurity program is now a member of the Shawnee County Tech Guild (SCTG), which was established in March 2025. Over 75% of the program students reside in Shawnee County; this group will be an important resource to help the students establish professional contacts. The Shawnee County Tech Guild (SCTG) is a grassroots organization of hackers, doers, and tech enthusiasts who bring together like-minded people to socialize and grow together. This tech guild meets monthly at OmniCircle Group on Topeka Boulevard and features a 30-minute presentation from a local business or group doing something innovative with technology.

GED/AOK

- Adult Spelling Bee for GED Fundraiser will be April 30th. Watch for registration forms to come out, soon!
- We have 5 students participating in our GED program on campus through cooperation with our GED area provider. They are also providing AOK support services to students who need support in basic education skills along with CTE pathway courses.
- Perry Trust funds are being distributed to many of our AOK students and Allied Health Students.

Upcoming Events:

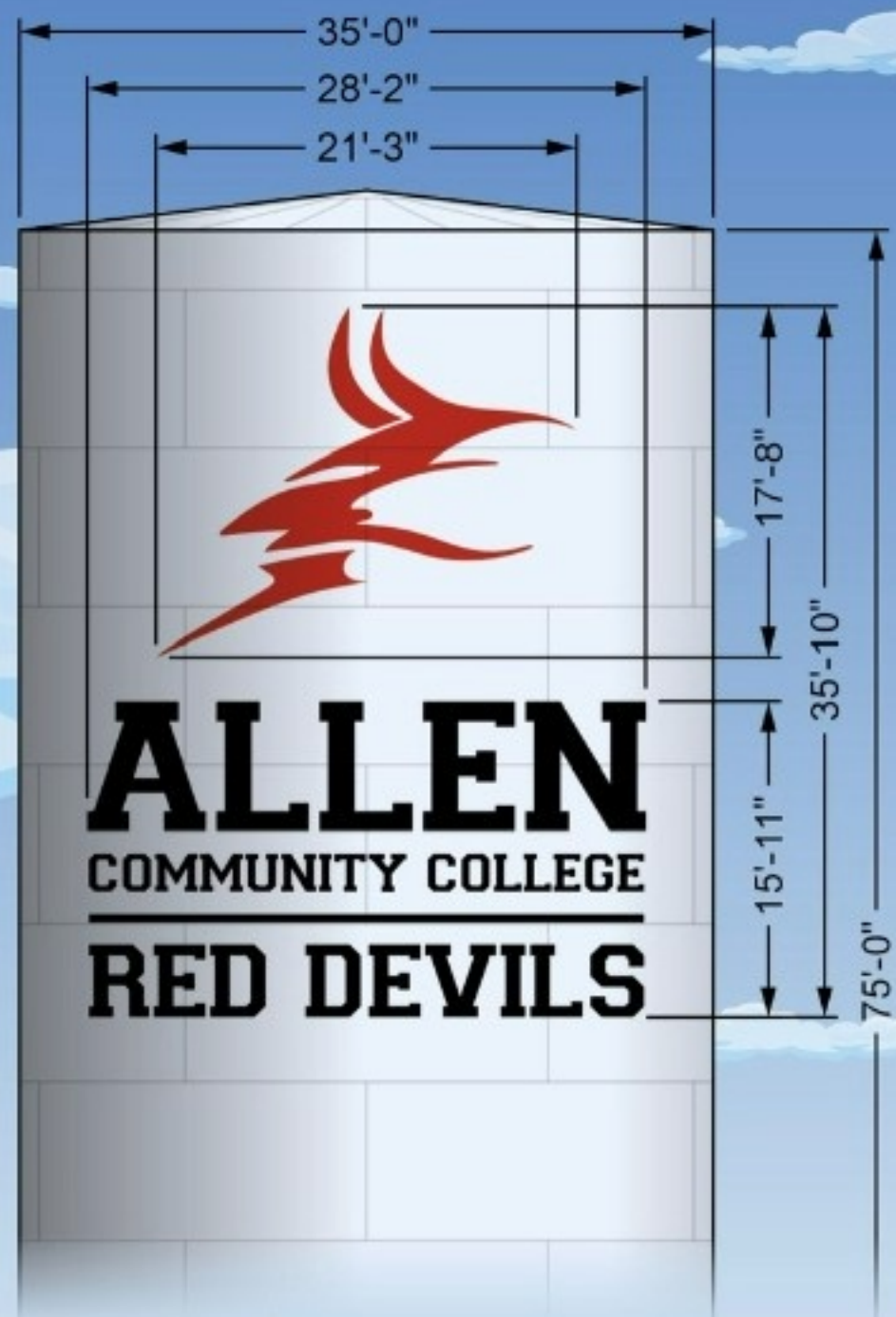
April 3 -Aggie Days at Allen Community College

April 23-Adult Spelling Bee for GED

May 5-9-Wicoff attending Perkins Conference in Tucson

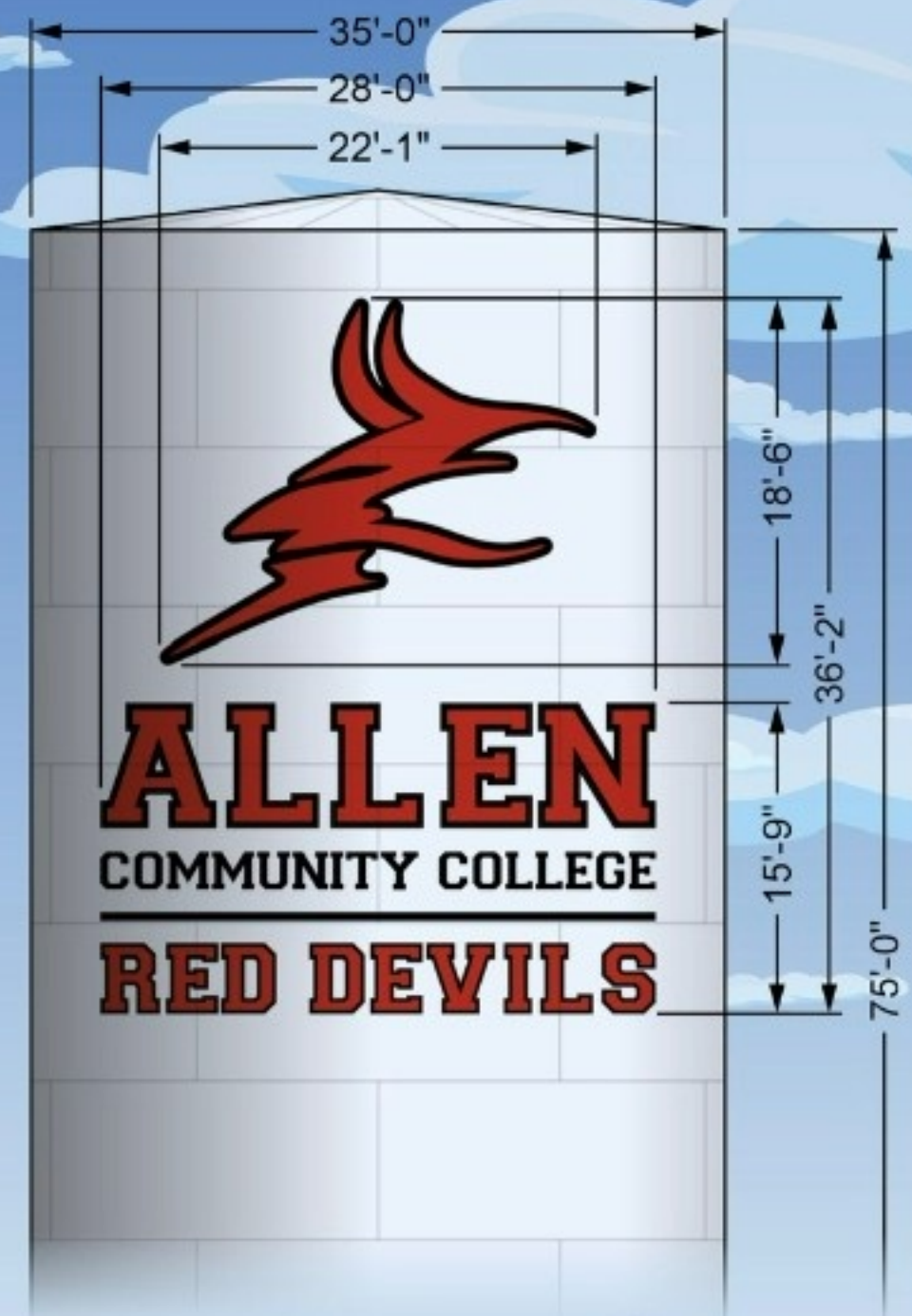


Option 1



Option 2

Logo quantity & Orientation: TBD



Option 3

Colors

- Tank White 15BL
- Black 35GR
- Safety Red 06SF

Tank dimensions need to be verified before ordering pattern



ALLEN COMMUNITY COLLEGE



ALLEN COMMUNITY COLLEGE



ALLEN COMMUNITY COLLEGE

**CITY OF
IOLA**



Client: VIP Tanks
Design: Allen Community College/Iola, KS
Designer: Chris Bishop
Date: 2.11.2025

CLIENT APPROVAL

Date: _____
Signature: _____
Approved **Resubmit**

Please Note:
Colors shown are close approximations.
Printer and media variations may distort colors from actual paint colors slightly.
Renderings are approximate and are provided for a visual aid.
Field verify tank shell height before installing patterns.

**BISHOP DESIGNS
ARTWORK APPROVAL**

ILLUSTRATION PROVIDED BY:



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Cybersecurity

Cybersecurity: Certificate A

Required Courses (Certificate A): 18-24 Credit Hours

Course ID	Course Title	Credit Hours	Notes
CIS 109 or CIS106	Introduction to Computer Programming Or Introduction to Python Programming	3	Fall/Spring
CIS 110	Cybersecurity Essentials	3	Fall
CIS 113	Linux Essentials	3	Fall
CIS 241	Computer Network +	3	Fall/Spring
CIS 242	Network Security +	3	Fall/Spring
CIS 215	Ethical Hacking	3	Spring
CIS 107	Networking Fundamentals	3	Fall/Spring
CIS 114	Security Operations Fundamentals	3	Spring
	Total:	24	

Credit for Prior Learning:

Google Cloud Cybersecurity Certificate=9 credit hours for the following classes:

- CIS 113: Linux Essentials, CIS 114: Security Operations Fundamentals, and CIS110 Cybersecurity Essentials

Certificate/AAS in Information Networking Semester Plan

Fall	
Course	Credits
Networking Fundamentals	3
Linux Essentials	3
Total	6

Spring	
Course	Credits
Computer Network +	3
Introduction to Computer Programming Or Introduction to Python Programming	3
Total	6

Fall	
Course	Credits
Network Security +	3
Cybersecurity Essentials	3
Total	6

Spring	
Course	Credits
Ethical Hacking	3
Security Operations Fundamentals	3
Total	6

Community colleges

Two-year college business/industry and apprenticeship act

: *And provided further*, That each community college shall be eligible to receive the specified amount from the two-year college business/industry and apprenticeship act account during the fiscal year ending June 30, 2026, upon certification by the chief executive officer of the state board of regents to the director of accounts and reports that the cash on hand of the community college is equal to or less than six months for the fiscal year ending June 30, 2025: *And provided further*, That at the same time the above agency transmits such certification to the director of accounts and reports, the above agency shall transmit a copy to the director of legislative research and the director of the budget: *And provided further*, That if a community college is found to have cash on hand greater than six months for the fiscal year ending June 30, 2025, and is therefore not eligible to receive the specified amount from the two-year college business/industry and apprenticeship act account for the fiscal year ending June 30, 2026, the board of trustees of such community college may within 30 days adopt a resolution that either reduces the current year tax levy on the taxable tangible property of the community college district or provides a property tax rebate to the taxpayers within the community college district that is equal to the amount required for the community college to be eligible to receive the specified amount from the two-year college business/industry and apprenticeship act account in the fiscal year ending June 30, 2026: *And provided further*, That upon notice by the county treasurer of the county in which the community college is located that such taxpayer relief has been provided, the chief executive officer of the state board of regents may certify the community college is eligible to receive the specified amount from the two-year college business/industry and apprenticeship act account for the fiscal year ending June 30, 2026.

Two-year college student success initiatives

: *And provided further*, That each community college shall be eligible to receive the specified amount from the two-year college student success initiatives account during the fiscal year ending June 30, 2026, upon certification by the chief executive officer of the state board of regents to the director of accounts and reports that the cash on hand of the community college is equal to or less than six months for the fiscal year ending June 30, 2025: *And provided further*, That at the same time the above agency transmits such certification to the director of accounts and reports, the above agency shall transmit a copy to the director of legislative research and the director of the budget: *And provided further*, That if a community college is found to have cash on hand greater than six months for the fiscal year ending June 30, 2025, and is therefore not eligible to receive the specified amount from the two-year college student success initiatives account for the fiscal year ending June 30, 2026, the board of trustees of such community college may within 30 days adopt a resolution that either reduces the current year tax levy on the taxable tangible property of the community college district or provides a property tax rebate to the taxpayers within the community college district that is equal to the amount required for the community college to be eligible to receive the specified amount from the two-year college student success initiatives account in the fiscal year ending June 30, 2026: *And provided further*, That upon notice by the county treasurer of the county in which the community college is located that such taxpayer relief has been provided, the chief executive officer of the state board of regents may certify the community college is eligible to receive the specified amount from the two-year college student success initiatives account for the fiscal year ending June 30, 2026