



EASTERN ARIZONA COLLEGE

Notice of Public Meetings

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of the Graham County Community College District Governing Board (Board) and to the general public that the Board will hold meetings open to the public on Thursday, March 14, 2024.

There will be a Special Governing Board Meeting held at 12:00 p.m. in the Executive Conference Room 255, Eastern Arizona College Student Services Building, on the EAC Middle Campus, 615 North Stadium Avenue, Thatcher, Arizona 85552-0769, at which the Board will be served a light lunch. The Regular Governing Board Meeting will begin at 1:00 p.m. in the Governing Board Room, Eastern Arizona College Student Services Building, Room 244, on the EAC Middle Campus, 615 North Stadium Avenue, Thatcher, Arizona 85552-0769. This meeting will include an Executive Session. At these meetings, the President of the College or any member of the public body may present a brief summary of current events as permitted by A.R.S. §38-431.02(K) and will address other items on the agenda.

Pursuant to A.R.S. §38.431.03(A)(3)(5)(7), the Board may, upon a vote of a majority of the members constituting a quorum, elect to go into Executive Session, which will not be open to the public, for discussion or consultation for legal advice with the attorney or attorneys of the public body; or for discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations with employee organizations regarding the salaries, salary schedules or compensation paid in the form of fringe benefits of employees of the public body; or for discussion or consultation with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.

Copies of the agendas for the meetings referenced above will be available beginning Tuesday, March 12, 2024, after 11:00 a.m. at the Office of the College President, Eastern Arizona College Student Services Building, on the EAC Middle Campus, 615 North Stadium Avenue, Thatcher, Arizona 85552-0769; at the Alumni Library, on the EAC North Campus, 3670 West Church Street, Thatcher, Arizona 85552-0769; and on the College's website at www.eac.edu. The Board reserves the right to change the order of items on any agenda.

Persons with a disability may request a reasonable accommodation by contacting Jodi Keim at (928) 428-8231. Requests should be made as early as possible to allow time to arrange the accommodation.

DATE NOTICE PUBLISHED: Tuesday, March 12, 2024

TIME NOTICE PUBLISHED: 11:00 a.m.

ATTEST:


TODD HAYNIE - PRESIDENT
EASTERN ARIZONA COLLEGE

Notice
Distribution

1. GCCCD BOARD MEMBERS
2. EAC FACULTY ASSOCIATION PRESIDENT
3. GCCCD ADMINISTRATORS
4. EASTERN ARIZONA COURIER
5. KATO/KKKQ
6. EAC STUDENT SERVICES BUILDING - MAIN ENTRANCE
7. EAC ALUMNI LIBRARY – MAIN ENTRANCE
8. EAC WEBSITE

Regular Governing Board Meeting Agenda

Date:
March 14, 2024

Student Services Building • Board Room 244*
615 North Stadium Avenue • Thatcher, Arizona 85552-0769

Time:
1:00 p.m.

*The meeting location will be open to the public at 12:45 p.m. at the latest.

Item	Description	Resource
1.	Call to Order • Roll Call • Pledge • Acknowledge Guests -----	Chair Larson
2.	Call to the Public ----- <i>This is an opportunity for the public to comment on any issue within the jurisdiction of the Graham County Community College District Governing Board. The Board Chair may determine reasonable time, space and manner limitations. At the conclusion of an open call to the public, individual members of the Board may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board will not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.</i>	Chair Larson
3.	Board Minutes from the February 15, 2024 Regular Meeting ----- (Action)	Chair Larson
4.	College Financial Reports and Vouchers ----- (Action)	Vice President Welker
5.	Reports: A. Greenlee County Advisory Committee ----- B. Gila County Provisional Community College District ----- C. Eastern Arizona College Foundation/Alumni Association -----	Chief Alexander Senior Dean McBride Executive Director Udall
6.	Old Business: A. Receive Preliminary 2024-2025 Budget Information ----- B. Consider 2024-2025 Tuition and Fee Schedule ----- (Action)	Vice President Welker Vice President Welker
7.	New Business: A. Receive 2024-2025 Faculty Association Remuneration Proposal ----- B. Consider 2024-2025 Workforce Development Plan ----- (Action) C. Consider Nontax-Supported Programs ----- (Action) D. Consider Expansion of South Campus Practice Field ----- (Action) E. Consider RFQ for Construction of Cosmetology and Gray Shell Building ----- (Action)	President Haynie Vice President Welker Vice President Welker Vice President Welker Vice President Welker
8.	Standing Business: A. Consider Courses/Curricula ----- (Action) B. Consider Contracts ----- (Action) C. Consider Board Policy and Review Administrative Regulations ----- (Action) 1. Policy 2072.00 – Hazing 2. Policy 5220.00 – Refund and Repayment of Tuition and Fees 3. Regulation 2072.01 – Hazing Prevention 4. Regulation 4020.08 – Faculty Credentialing Guidelines 5. Regulation 4300.01 – Faculty Salary Schedule 6. Regulation 5810.02 – Student Grievance Procedure – Academic Standards 7. Regulation 6110.04 – Occupational Advisory Committees D. Update on Personnel -----	Vice President Wood Vice President Welker President Haynie President Haynie
9.	General Information and Discussion ----- • The next District Governing Board meeting is Thursday, April 11, 2024 at 1:00 p.m. • President Haynie or any member of the public body may present a brief summary of current events as permitted by A.R.S. §38-431.02(K)	Chair Larson
10.	Executive Session: ----- (Action) A. Discussion Regarding Employment, Salaries, and Position on Employee Remuneration <i>Pursuant to A.R.S. §38.431.03(A)(3)(5), the Board may, upon a vote of a majority of the members constituting a quorum, elect to go into Executive Session, which will not be open to the public, for legal advice with the attorney or attorneys of the public body; or for discussions or consultations with designated representatives regarding negotiations with employee organizations regarding salaries, salary schedules or compensation paid in the form of fringe benefits of employees of the public body.</i> B. Discussion Regarding the Purchase of Real Property <i>Pursuant to A.R.S. § 38.431.03(A)(3)(7), the Board may, upon a vote of a majority of the members constituting a quorum, elect to go into Executive Session, which will not be open to the public, for discussion or consultation for legal advice with the attorney or attorneys of the public body concerning any item on the agenda; or for discussions or consultations with designated representatives of the public body in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property.</i>	President Haynie
11.	Direct the Administration to Continue with Budget Preparations as Discussed in the Executive Session ----- (Action)	Chair Larson
12.	Direct the Administration to Follow the Board's Instructions as Discussed in the Executive Session Regarding the Purchase of Real Property ----- (Action)	Chair Larson
13.	Adjournment ----- (Action)	Chair Larson

Graham County Community College District

Regular Governing Board Meeting Minutes

February 15, 2024 – 1:00 p.m.
Student Services Building - District Governing Board Room – 244

Roll Call: Present: Brad Montierth, Secretary
Richard W. Mattice, Member
Lois Ann Moody, Member
Tina McMaster, Member

Absent: Jeff Larson, Chair

Also Present: Todd Haynie, President; Heston Welker, Vice President of Administration; Susan Wood, Vice President of Academic and Student Affairs; Phil McBride, Senior Dean of Gila County Campuses; Craig O'Donnal, Director of Support Services and Learning Technology, Information Resources; David Udall, Executive Director of the Foundation; Kevin Peck, Dean of Business, Computers, & ITE; Kenny Smith, Dean of Student Services; Gary Sorensen, Dean of Students; Keith Alexander, Chief Government Affairs Officer; Aaron Burk, Dean of STEM; Kris McBride, Director of Marketing and Public Relations; Laurie Pennington, Director of Enterprise Risk Management; Craig Hackett, Faculty Association President; Patti Wren, Student Administrator; David Borofsky, Executive Director of the Arizona Community College Council and Arizona Association of Community College Trustees; Isaiah Hinzman, Mark Allen Hall Resident Director; Mark Wren, ASEAC President; Reiney King, ASEAC Social Media & Publicity Coordinator; Paige Palmer, ASEAC Secretary; Eric Bejarano, Director of the Small Business Development Center; Nate Guy, Information Security Analyst; Gary Sorensen, Dean of Students; and Jodi Keim, Recording Secretary.

Call to Order: Secretary Montierth called the meeting to order at 1:00 p.m.

Pledge of Allegiance: Those present at the meeting stood and recited the Pledge of Allegiance.

Guests: Secretary Montierth welcomed all in attendance, and recognized the guests.

Call to The Public: There were no comments from the public.

Minutes: Mrs. Moody moved, and Mrs. McMaster seconded, to accept the recorded minutes of the Special, Regular, and Executive Session meetings from January 11, 2024. The motion passed unanimously (McMaster, Moody, Mattice, and Montierth voting in favor). (Minutes attached and made part of the official minutes.)

Vouchers/
Financial Reports: Vice President Welker presented Financial Reports for the period of July 1, 2023 through December 31, 2023. An individual synopsis of all funds was presented. (Financial Reports attached and made part of the official minutes.)

Mrs. McMaster moved, and Mrs. Moody seconded, to accept the following vouchers for the month ending December 31, 2023:

PAYROLL
\$3,054,695.08

EXPENSE
\$1,885,149.20

The motion passed unanimously (McMaster, Moody, Mattice, and Montierth voting in favor).

Reports



Greenlee County: Report attached and made part of the official minutes.

Gila County: Report attached and made part of the official minutes.

Foundation/Alumni: Report attached and made part of the official minutes.

**Special Report: National
Legislative Summit -
Student Presentation:**

President Haynie stated that the National Legislative Summit, sponsored by the Association of Community College Trustees (ACCT), took place in Washington, DC, from February 4 to 7. In attendance on the trip were President Haynie, Chairman Jeff Larson, Board Member Tina McMaster, Dean Gary Sorensen, Chief Government Affairs Officer Keith Alexander, and four EAC student representatives: Isaiah Hinzman, Mark Wren, Reiney King, and Paige Palmer. They had a very successful trip and met with several legislators, including Senator Mark Kelly and Congressman Juan Ciscomani.

President Haynie introduced the students, and they presented a PowerPoint documenting their trip. The students expressed gratitude to President Haynie and the District Governing Board for providing them with the opportunity to attend the Summit.

Old Business

There were no Old Business items presented for consideration.

New Business

**Preliminary 2024-2025
Budget, Tuition and Fee
Information:**

Vice President Welker shared preliminary information on the status of the 2024-2025 Budget. In May the Board will be asked to approve publication prior to the budget hearing in June. No formal action on the 2024-2025 Budget was requested at this time.

Vice President Welker shared the preliminary 2024-2025 Tuition and Fee Schedule. The Board will be asked to consider adoption of the 2024-2025 Tuition and Fee Schedule in March. No formal action was requested at this time. (Report attached and made a part of the official minutes.)

**2024-2025 FTSE
Projections:**

Vice President Welker presented the Full Time Student Equivalent (FTSE) counts used to calculate the District's 2024-2025 expenditure limit capacity. (Report attached and made part of the official minutes.)

Mrs. Moody moved, and Mrs. McMaster seconded, to approve the District's 2024-2025 Full Time Student Equivalent Calculations. The motion carried unanimously (McMaster, Moody, Mattice, and Montierth voting in favor).

Standing Business

Courses/Curricula:

Vice President Wood presented fourteen new course proposals, ten course modifications, eight course deletions, one new curriculum, and twelve curriculum modifications for consideration. (Report attached and made part of the official minutes.)

Mrs. McMaster moved, and Mrs. Moody seconded, to approve the courses and curricula as presented. The motion passed unanimously (McMaster, Moody, Mattice, and Montierth voting in favor).

Contracts:

There were no contracts presented for consideration.

Policies & Regulations:

There were no policies presented for consideration or regulations for review.

Personnel:

President Haynie provided an update on personnel openings. (Report attached and made part of the official minutes.)

Consider Out-of-Country
Travel:

President Haynie presented out-of-country travel for consideration by the Board. Graham County Community College District's Travel Policy 2110.00 was updated in accordance with the State of Arizona Accounting Manual, defining out-of-country travel to include all travel outside of the contiguous United States. (Report attached and made part of the official minutes.)

Mrs. Moody moved, and Mrs. McMaster seconded, to approve the out-of-country travel as presented. The motion carried unanimously (McMaster, Moody, Mattice, and Montierth voting in favor).

General Information

Secretary Montierth announced that the next District Governing Board meeting is scheduled for Thursday, March 14, 2024, at 1:00 p.m.

As permitted by A.R.S. §38-431.02(K), President Haynie presented a brief summary of current events. He reported that we are closely monitoring enrollment numbers as we progress through the spring semester. Currently, our year-over-year headcount has increased by 2.5%, and the estimated increase in Full-Time Student Equivalent (FTSE) is at 6.4% for Graham and Greenlee Counties.

President Haynie shared the success of our recent trip to the National Legislative Summit in Washington, DC. During the trip, we had productive meetings with several legislators, including Senator Mark Kelly and Congressman Juan Ciscomani. President Haynie expressed gratitude to the Board for their support in providing students with this valuable experience.

On Tuesday, February 13, President Haynie and Mr. Keith Alexander attended the grand opening of NatureSweet in Bonita, AZ. The event had significant representation from both Graham and Cochise Counties, and it was a rewarding experience for the College to be invited and participate.

In closing, President Haynie reminded everyone that the College will be closed on Monday, February 19, in observance of President's Day.

Adjournment

Mrs. Moody moved, and Mrs. McMaster seconded, to adjourn the meeting. The motion carried unanimously (McMaster, Moody, Mattice, and Montierth voting in favor). The meeting adjourned at 1:32 p.m.

Respectfully submitted,

Jodi Keim
Recording Secretary

Attest:

Brad Montierth, Secretary



College Financial Reports and Vouchers

RECOMMENDATION

Resolve to receive financial reports and accept vouchers.

BACKGROUND INFORMATION----- VICE PRESIDENT WELKER

F i n a n c i a l R e p o r t s

Tax-Supported Funds _____ 1

- ◆ General Unrestricted
- ◆ Unexpended Plant
- ◆ Retirement of Indebtedness

Other Funds _____ 2

- ◆ Restricted
- ◆ Loan
- ◆ Agency

Auxiliary Funds _____ 3-5

- ◆ Food Services, Activities Center, Campus Store, Other Board Designated Programs
- ◆ Residence Halls

Vice President Welker will be prepared to explain the financial reports and address questions.

GRAHAM COUNTY COMMUNITY COLLEGE DISTRICT
Statement of Financial Position - Tax Supported Funds
For the period

Page 1

July 1, 2023 to January 31, 2024

Budget Period expired

58.3 %
Fund 7

Fund 5

Fund 6

	Budget	Y-T-D Actual	%		Budget	Y-T-D Actual	%		Budget	Y-T-D Actual	%
BEGINNING CASH BALANCE	\$11,145,000	\$16,162,568	145%	1	\$32,959,000	\$30,250,510	92%	1	\$0	\$0	N/A
BEGINNING FUND BALANCE		\$11,839,073				\$33,198,121					
REVENUES:											
Primary Tax Levy	7,918,256	4,004,234	51%	2							
Secondary Tax Levy											
State Aid:											
Maintenance and Operations	1,674,800	1,246,425	74%	3							
Capital											4
Equalization/Appropriations	19,912,000	16,701,975	84%	5							
Tuition & Fees	8,121,000	8,088,012	100%								
Investment Earnings	71,000	616,465	868%	6		914,987	N/A	6			
Grants and Contracts	6,789,608	2,425,287	36%								
Other Miscellaneous	15,000	11,531	77%			25,968	N/A				
Transfers:											
Interfund Transfers											
Local	(725,000)	152,658	-21%	7				7			
Non-local	(16,646,000)	(4,710,202)	28%	7,8	13,000,000			7,8			
Intrafund Transfers											
 TOTAL REVENUES	 \$27,130,664	 \$28,536,385	 105%		 \$13,000,000	 \$940,955	 7%				
EXPENDITURES:											
Salaries and Wages	33,319,061	17,173,408	52%								
Operating Expenditures	13,023,626	5,895,826	45%								
Capital Expenditures					13,041,883	5,119,957	39%				
 TOTAL EXPENDITURES	 \$46,342,687	 \$23,069,234	 50%		 \$13,041,883	 \$5,119,957	 39%				
ADJUSTMENTS TO BRING BEGINNING FUND BALANCE TO ENDING CASH BALANCE:											
Assets											
Accounts Receivable		1,893,828									
Inventories											
NET EFFECT ON CASH		(\$1,893,828)									
Liabilities											
Accounts Payable		2,508,770									
Payroll		1,191,903									
NET EFFECT ON CASH		\$3,700,673									
 NET ADJUSTMENTS	 	 \$7,273,996			 	 (\$4,179,002)					
ENDING CASH BALANCE		\$19,113,069				\$29,019,119					

NOTE: Asset balances
decrease the cash balance.

NOTE: Liability balances
increase the cash balance.

GRAHAM COUNTY COMMUNITY COLLEGE DISTRICT
Statement of Financial Position - Restricted, Loan and Agency Funds
For the period

July 1, 2023 to January 31, 2024

	Fund 1			Fund 3			Fund 9		
	Budget	Y-T-D Actual	%	Budget	Y-T-D Actual	%	Budget	Y-T-D Actual	%
BEGINNING CASH BALANCE	\$0	\$4,226,095	N/A	\$0	\$545	N/A		\$153,334	8% 1
BEGINNING FUND BALANCE		\$4,086,258			\$545			\$153,334	
REVENUES:									
Grants and Contracts		3,848,890	N/A						
Sales and Services								11,405	N/A
Investment Earnings									
Donations								120,725	N/A 10
Board Designated Donation									
Transfers:									
Interfund Transfers									
Local		(152,658)	N/A 7						
Non-local									
Intrafund Transfers		(152,658)						(2,800)	
TOTAL REVENUES		\$3,543,574	N/A					\$129,330	N/A
EXPENDITURES:									
Salaries and Wages	2,358,952	1,410,263	60%				20,550	12,340	60%
Operating Expenditures	6,255,000	4,875,775	78%				140,252	83,945	60%
Capital Expenditures	630,000	247,885	39%						
TOTAL EXPENDITURES	\$9,243,952	\$6,533,923	71%				\$160,802	\$96,285	60%
ADJUSTMENTS TO BRING BEGINNING FUND BALANCE TO ENDING CASH BALANCE:									
Assets									
Accounts Receivable									
Inventories									
NET EFFECT ON CASH									
Liabilities									
Accounts Payable								100	
Payroll									
NET EFFECT ON CASH								\$100	
NET ADJUSTMENTS		(\$2,990,349)						\$33,145	
ENDING CASH BALANCE		\$1,095,909			\$545			\$186,479	

NOTE: Asset balances decrease the cash balance.

NOTE: Liability balances increase the cash balance.

GRAHAM COUNTY COMMUNITY COLLEGE DISTRICT
Statement of Financial Position - Auxiliary Fund
For the period

July 1, 2023 to January 31, 2024

	Fund 2				Fund 2				Fund 2		
	Budget	Y-T-D Actual	%		Budget	Y-T-D Actual	%		Budget	Y-T-D Actual	%
BEGINNING CASH BALANCE	\$675,600	(\$622,470)	-92% 1		\$101,340	(\$183,383)	-181% 1		\$337,800	\$58,850	17%
BEGINNING FUND BALANCE		(\$622,470)				(\$183,383)				\$58,850	
REVENUES:											
Sales and Services:											
Miscellaneous		1,323,890	N/A 1			15,975	N/A			376,606	N/A
Mark Allen											
Nellie Lee											
New Residence											
Investment Earnings											
Grants and Contracts											
Gifts and Donations											
Reserve for Future Expenditures			N/A 9				N/A 9				
Transfers:											
Interfund Transfers											
Local							N/A 7				
Non-local											
Intrafund Transfers			N/A 7				N/A 7				
TOTAL REVENUES		\$1,323,890	N/A			\$15,975	N/A			\$376,606	N/A
EXPENDITURES:											
Salaries and Wages	1,595,160	789,835	N/A		159,400	86,179	54%		129,535	88,174	
Operating Expenditures	1,594,251	703,717	44%		89,100	110,942	125%		587,500	523,654	
Capital Expenditures	191,500	30,855	16%		35,500				6,000		
TOTAL EXPENDITURES	\$3,380,911	\$1,524,407	45%		\$284,000	\$197,121	69%		\$723,035	\$611,828	N/A
ADJUSTMENTS TO BRING BEGINNING FUND BALANCE TO ENDING CASH BALANCE:											
Assets											
Accounts Receivable											
Inventories											
NET EFFECT ON CASH											
Liabilities											
Accounts Payable											
Payroll											
NET EFFECT ON CASH											
NET ADJUSTMENTS		(\$200,517)				(\$181,146)				(\$235,222)	
ENDING CASH BALANCE		(\$822,987)				(\$364,529)				(\$176,372)	

NOTE: Asset balances
decrease the cash balance.

NOTE: Liability balances
increase the cash balance.

GRAHAM COUNTY COMMUNITY COLLEGE DISTRICT
Statement of Financial Position - Auxiliary Fund
For the period

July 1, 2023 to January 31, 2024

	Fund 2				Fund 2				Fund 2		
	Budget	Y-T-D Actual	%		Budget	Y-T-D Actual	%		Budget	Y-T-D Actual	%
BEGINNING CASH BALANCE	\$101,340	\$378,087	373% 1		\$33,780	\$190,133	563% 1		\$101,340	\$27,591	
BEGINNING FUND BALANCE		\$378,087				\$190,133				\$27,591	
REVENUES:											
Sales and Services:											
Miscellaneous											
Mark Allen	225,000	340,838	151% 1			120,940	N/A 1			94,540	
Nellie Lee											
Wesely Tayolor											
Investment Earnings											
Grants and Contracts											
Gifts and Donations											
Reserve for Future Expenditures			N/A 9								
Transfers:											
Interfund Transfers											
Local											
Non-local											
Intrafund Transfers							N/A 7				
TOTAL REVENUES	\$225,000	\$340,838	151%			\$120,940	N/A			\$94,540	
EXPENDITURES:											
Salaries and Wages	66,778	38,193	57%				N/A				
Operating Expenditures	73,000	57,519	79%		25,500	66,603	261%		24,000	13,091	
Capital Expenditures			N/A				N/A				
TOTAL EXPENDITURES	\$139,778	\$95,712	68%		\$25,500	\$66,603	261%		\$24,000	\$13,091	
ADJUSTMENTS TO BRING BEGINNING FUND BALANCE TO ENDING CASH BALANCE:											
Assets											
Accounts Receivable											
Inventories											
NET EFFECT ON CASH											
Liabilities											
Accounts Payable											
Payroll											
NET EFFECT ON CASH											
NET ADJUSTMENTS		\$245,126				\$54,337				\$81,449	
ENDING CASH BALANCE		\$623,213				\$244,470				\$109,040	

NOTE: Asset balances decrease the cash balance.

NOTE: Liability balances increase the cash balance.

GRAHAM COUNTY COMMUNITY COLLEGE DISTRICT
Statement of Financial Position - Auxiliary Fund
For the period

July 1, 2023 to January 31, 2024

	Fund 2			Fund 2		
	Budget	Y-T-D Actual	%	Budget	Y-T-D Actual	%
BEGINNING CASH BALANCE	\$1,486,320	\$1,036,368	70% 1	\$540,480	\$3,649,058	675% 1
BEGINNING FUND BALANCE		\$1,036,368			\$4,505,961	
REVENUES:						
Sales and Services:						
Miscellaneous				1,508,600	480,114	32%
Mark Allen						
Nellie Lee						
Residence Towers		502,379	N/A 1			
Investment Earnings					161,396	N/A 6
Grants and Contracts						
Gifts and Donations						
Reserve for Future Expenditures			N/A 9	(1,399,000)		9
Transfers:						
Interfund Transfers						
Local				500,000		
Non-local			N/A	4,371,050	4,693,036	107% 7
Intrafund Transfers			N/A 7			
TOTAL REVENUES		\$502,379	N/A	\$4,980,650	\$5,334,546	107%
EXPENDITURES:						
Salaries and Wages	76,840	57,585	75%	372,415	102,707	28%
Operating Expenditures	90,700	117,460	130%	3,031,916	5,232,862	173%
Capital Expenditures			N/A	(6,900)	81,961	-1188%
TOTAL EXPENDITURES	\$167,540	\$175,045	104%	\$3,397,431	\$5,417,530	159%
ADJUSTMENTS TO BRING BEGINNING FUND BALANCE TO ENDING CASH BALANCE:						
Assets						
Accounts Receivable						
Inventories						
NET EFFECT ON CASH						
Liabilities						
Accounts Payable					177,721	
Payroll					8,743	
NET EFFECT ON CASH					\$186,464	
NET ADJUSTMENTS		\$327,334			\$103,480	
ENDING CASH BALANCE		\$1,363,702			\$4,609,441	
Total Cash per General Ledger.....				\$55,001,099		

Greenlee County Advisory Committee

RECOMMENDATION

Information only—no action requested.

BACKGROUND INFORMATION----- CHIEF GOVERNMENT AFFAIRS OFFICER ALEXANDER

- Outreach events in Greenlee County have been successful in engaging new residents.
- We met with the new Greenlee County Attorney, Gary Griffith.
- The spring Greenlee County Advisory Committee meeting will be held on April 9th, in Duncan, AZ.
- Chief Alexander may have other items to present.

Greenlee County Advisory Committee

- PURPOSES:
- To serve as the major lay advisory committee for Greenlee County insofar as authority is delegated by the EAC Governing Board.
 - Recommend action on Greenlee County standards, rules and regulations to the EAC Governing Board.
- SCHEDULE:
- As needed (normally the second Tuesday in September, January, and April).

MEMBERSHIP:

- District 3 (Chair) -----Donald Merrell (6-30-25)
Business Community ----- Kimberly Henderson (6-30-25)
District 2----- Christin Harper (6-30-25)
Health Services Representative -----Brieanna Morales (6-30-24)
Administrative Representative of Morenci Schools ----- Joe Garcia (6-30-24)
Administrative Representative of Duncan Schools ----- Eldon Merrell (6-30-26)
Freeport McMoRan -----Martha Lujan (6-30-26)
Town of Duncan ----- Terry Hinton (6-30-25)
Duncan Valley Electric ----- Kassi Mortensen (6-30-26)
Town of Clifton ----- Laura Dorrell (6-30-26)
Greenlee County Board of Supervisors ----- David Gomez (Ex Officio)

Gila County Provisional Community College District

RECOMMENDATIONS

Information only—no action requested.

BACKGROUND INFORMATION----- SENIOR DEAN MCBRIDE

Gila Pueblo Campus

- Law Enforcement Training Academy (L.E.T.A.)
 - The Gun Club received the block grant check from FMI. DalMolin Excavating will start the required work on the gun range on Monday March 4, 2024. They estimate it will take 1-2 weeks to complete the work.
 - Lee Kinnard is reviewing all agreements for LETA and preparing for inspection.
 - Start date is tentatively planned for July 1, 2024.

Payson Campus

- Jason Eddington, Director of the Center for Teaching and Learning trained faculty and staff on SharePoint, Office 365, and OneDrive on February 2 and 16. This was offered in person and via Zoom.
- Payson Fire Inspector visited campus to inform EAC-Payson about a new reporting system to track fire suppression equipment.
- Open Positions
 - PT Custodian – interviews will be scheduled for the week of March 25th.

Both Campuses

- Fall 2024 schedules are being finalized.
- Planning for graduation exercises and pinning ceremonies.
- Employee evaluations are in progress.

Upcoming Events

- March 28 Payson Unified School District Career/College Day
- April 4 Unbroken Project/Concert at Payson High School
- April 6 Empty Bowls event 4-7 pm
- April 27 STEM Fest at the Gila Pueblo Campus
- May 8 Payson Campus - Nursing Pinning
- May 8 Payson Campus - Commencement ceremony at PHS auditorium at 6 pm
- May 9 GPC - Nursing Pinning at Miami High School auditorium at 11 am
- May 9 GPC - EAC Commencement ceremony at Miami High School auditorium at 5:30 pm

Gila County Provisional Community College District Governing Board

PURPOSE:	As governing entity of the District, the Board retains authority to enact, rescind or modify all policies governing the District.
SCHEDULE:	Eleven meetings per year - Normally the second Wednesday of each scheduled month via Zoom between Gila Pueblo Campus in Globe and Payson Campus. Typically, the Board does not meet in December.
MEMBERSHIP:	District I (Secretary) -----Connie Cockrell District II (Board President)----- Dr. Janet Bocker District III ----- Fernando Shipley District IV (Treasurer/CFO) ----- Kurt Knauss District V (Vice President) ----- Preston Pollock

Eastern Arizona College Foundation/Alumni Association

RECOMMENDATION

Information only—no action requested.

BACKGROUND INFORMATION----- EXECUTIVE DIRECTOR UDALL

Highlights

- ❖ The Alumni Association's Special Events Committee will meet Friday, March 15th to discuss the many upcoming reunions and other alumni events.
- ❖ Alumni Board members have been sharing EAC Alumni swag at some of the recent basketball games to increase awareness with current students and collect alumni information to keep in contact.
- ❖ The EAC Foundation's Investment Advisory Committee met Tuesday, February 27th. Advisors from our investment firm presented the progress of Foundation investments and shared their vision of the economy and future trends.
- ❖ The EAC Foundation Board of Directors met Tuesday, February 27th. Major items included updates on college news and activities, adoption of next year's annual plan, review of investment and fundraising successes and preparation for next year's budget.
- ❖ The next meeting of the Alumni Association Board of Directors will be held Friday, May 10, 2024, at 9 am.
- ❖ The next meeting of the EAC Foundation Board of Directors is scheduled for Tuesday, April 30, 2024, at noon.
- ❖ Executive Director Udall may have items he wishes to discuss.

Eastern Arizona College Foundation Board

PURPOSE:	•	Serve as a major representative group promoting and supporting education through Eastern Arizona College.
SCHEDULE:	•	Fourth Tuesday in February, April, and October at 12:00 p.m.
OFFICERS:	President-----	Tyson Richins (10-24)
	Vice-President-----	David Konopnicki (10-25)
	Secretary-----	D. Blaine Greer (10-24)
	Treasurer-----	Susan Turley (10-25)
DIRECTORS:	Director (President, EAC Alumni Association)-----	Cindy Olvey (Ex-Officio)
	Director (President, EAC)-----	Todd Haynie (Ex-Officio)
	Director-----	George Lord (10-26)
	Director-----	Michael Andazola (10-24)
	Director-----	Joel Biggs (10-26)
	Director-----	Verlene Anderson (10-25)

Eastern Arizona College Alumni Association Board

PURPOSE:	•	Serve as the major representative group of Eastern Arizona College Alumni.
SCHEDULE:	•	Semi-annually in conjunction with Homecoming Week and Commencement Activities.
OFFICERS:	President-----	Cindy Olvey (Homecoming -26)
	Treasurer-----	Larry Rapier (Homecoming -25)
	Secretary-----	Becky Johnson (Homecoming -24)
DIRECTORS:	Director-----	Stephanie Hoopes (Homecoming -26)
	Director-----	Deb Larned (Homecoming -26)
	Director-----	Lois Ann Moody (Homecoming -25)
	Director-----	Ginger O'Gaffney (Homecoming -26)
	Director-----	Jody Peck (Homecoming -25)
	Director-----	Molly Steffens (Homecoming -25)
	Alumni Advisor (President, EAC)-----	Todd Haynie (Ex-Officio)
	EAC Foundation President-----	Tyson Richins (Ex-Officio)



EASTERN ARIZONA COLLEGE

Receive Preliminary 2024-2025 Budget Information

RECOMMENDATION

Review information presented. No formal action of the 2024-2025 Budget is requested at this time.

BACKGROUND INFORMATION----- VICE PRESIDENT WELKER

In accordance with the 2024-2025 GCCCD Budget Schedule, preliminary budget data will be presented for review at the Board's March and April meetings. In May, the Board will be asked to approve the budget for publication ahead of the District's Public Budget Hearing in June.

DETAILED ATTACHMENT:

1. 2024-2025 Budget Comparison

GRAHAM COUNTY COMMUNITY COLLEGE DISTRICT

2024-2025 BUDGET COMPARISON:

OVERVIEW OF TAX-SUPPORTED FUNDS

	Approved 2023-2024 Budget	Proposed 2024-2025 Budget	Amount of Change	Percent of Change	Note
TAX-SUPPORTED FUNDS:					
General Unrestricted	46,342,687	47,277,926	935,239	2.02 %	[1]
Unexpended Plant					
Thatcher Campus MFP.....	4,000,000	10,500,000	6,500,000	162.50 %	
Other Unexpended Plant.....	9,041,883	2,011,779	(7,030,104)	(77.75)%	[2]
Total Unexpended Plant	13,041,883	12,511,779	(530,104)	(4.06)%	
TOTAL TAX-SUPPORTED FUNDS	59,384,570	59,789,705	405,135	0.68 %	
TOTAL WITHOUT MFP AMOUNTS....	55,384,570	49,289,705	(6,094,865)	(11.00)%	

Actual 2023-2024	Actual 2024-2025	Amount of Change	Percent of Change
---------------------	---------------------	------------------------	-------------------------

SUMMARY OF TAX RATES:

Primary Rate	2.6047	2.4609	(0.1438)	(5.52)%	[3]
Secondary Rate					

TOTAL TAX RATE	2.6047	2.4609	(0.1438)	(5.52)%	[3]
----------------------	--------	--------	----------	---------	-----

SUMMARY OF ASSESSED VALUATION:

Centrally Assessed	118,999,879	138,692,200	19,692,321	16.55 %	[3]
Locally Assessed					
Real Property.....	176,736,459	188,601,432	11,864,973	6.71 %	[3]
Personal Property....	8,262,428	6,944,798	(1,317,630)	(15.95)%	
Primary A. V.	303,998,766	334,238,430	30,239,664	9.95 %	[3]

TAX LEVY SUMMARY:

Primary Levy	7,918,256	8,225,274	307,018	3.88 %	
Secondary Levy					
TOTAL TAX LEVY	7,918,256	8,225,274	307,018	3.88 %	[3]

[1] Increase reflects budgeted Increases for payroll, insurance, utilities, travel, and program supplies.

[2] Increase reflects capital improvement projects and program equipment.

[3] 2024-2025 figures received from the County Assessor on February 7, 2024.

It is the intent of the District to be in full compliance with all applicable provisions of A.R.S. §15-1461 (District budget; annual estimate; computation; notice; hearing; adoption; definition) and A.R.S. §15-1461.01 (Truth in taxation notice and hearing; roll call vote on tax increase; definition).

GRAHAM COUNTY COMMUNITY COLLEGE DISTRICT

2024-2025 BUDGET COMPARISON:

TAX-SUPPORTED FUNDS BY LOCATION

	Approved 2023-2024 Budget	Proposed 2024-2025 Budget	Amount of Change	Percent of Change	Note
Location: Thatcher					
General Unrestricted	26,630,681	27,269,433	638,752	2.40 %	[1]
Unexpended Plant	3,303,374	2,386,314	(917,060)	(27.76)%	[2]
	29,934,055	29,655,747	(278,308)	(0.93)%	
Location: Gila County					
General Unrestricted	7,944,194	8,104,370	160,176	2.02 %	[3]
Unexpended Plant	560,600	347,700	(212,900)	(37.98)%	[2]
	8,504,794	8,452,070	(52,724)	(0.62)%	
Location: District					
General Unrestricted	10,135,699	10,218,766	83,067	0.82 %	[4]
Unexpended Plant	9,171,809	9,771,665	599,856	6.54 %	
	19,307,508	19,990,431	682,923	3.54 %	
Location: AZ Dept of Corrections					
General Unrestricted	1,174,891	1,216,507	41,616	3.54 %	
Unexpended Plant	0	0	0	#DIV/0!	
	1,174,891	1,216,507	41,616	3.54 %	
Location: Graham Continuing Educ					
General Unrestricted	401,744	414,873	13,129	3.27 %	
Unexpended Plant	6,100	6,100	0	0.00 %	
	407,844	420,973	13,129	3.22 %	
Location: Greenlee Continuing Educ					
General Unrestricted	55,478	53,978	(1,500)	(2.70)%	
Unexpended Plant	0	0	0	N/A	
	55,478	53,978	(1,500)	(2.70)%	
GCCCD SUMMARY:					
General Unrestricted	46,342,687	47,277,926	935,239	2.02 %	[1]
Unexpended Plant	13,041,883	12,511,779	(530,104)	(4.06)%	[2]
TOTAL TAX-SUPPORTED FUNDS	59,384,570	59,789,705	405,135	0.68 %	

[1] Increase reflects budgeted Increases for payroll, insurance, utilities, travel, and program supplies.

[2] Decrease reflects capital improvement projects and program equipment versus prior year.

[3] Increase reflects budgeted Increases for payroll, contractual services, program supplies, and contingency.

[4] Increase reflects increase in payroll, contractual services, insurance, and maintenance.

GRAHAM COUNTY COMMUNITY COLLEGE DISTRICT

2024-2025 BUDGET COMPARISON:

GENERAL UNRESTRICTED FUND BY LOCATION

	Approved 2023-2024 Budget	Proposed 2024-2025 Budget	Amount of Change	Percent of Change	Note
Location: Thatcher					
Salaries & Fringes	19,621,604	19,903,666	282,062	1.44 %	[1]
Other Operating	7,009,077	7,365,767	356,690	5.09 %	[2]
	26,630,681	27,269,433	638,752	2.40 %	
Location: Gila County					
Salaries & Fringes	5,802,959	5,864,103	61,144	1.05 %	[1]
Other Operating	2,141,235	2,240,267	99,032	4.62 %	[3]
	7,944,194	8,104,370	160,176	2.02 %	
Location: District					
Salaries & Fringes	6,528,760	6,608,566	79,806	1.22 %	[1]
Other Operating	3,606,939	3,610,200	3,261	0.09 %	[4]
	10,135,699	10,218,766	83,067	0.82 %	
Location: AZ Dept of Corrections					
Salaries & Fringes	1,094,191	1,108,107	13,916	1.27 %	[1]
Other Operating	80,700	108,400	27,700	34.32 %	[5]
	1,174,891	1,216,507	41,616	3.54 %	
Location: Graham Continuing Educ					
Salaries & Fringes	227,069	227,863	794	0.35 %	[1]
Other Operating	174,675	187,010	12,335	7.06 %	[6]
	401,744	414,873	13,129	3.27 %	
Location: Greenlee Continuing Educ					
Salaries & Fringes	44,478	44,478	0	0.00 %	
Other Operating	11,000	9,500	(1,500)	(13.64)%	
	55,478	53,978	(1,500)	(2.70)%	
GCCCD SUMMARY:					
Salaries & Fringes	33,319,061	33,756,782	437,721	1.31 %	[1]
Other Operating	13,023,626	13,521,144	497,518	3.82 %	[2]
TOTAL CURRENT GENERAL	46,342,687	47,277,926	935,239	2.02 %	

[1] Increase reflects adjustments to annual steps, added positions, and Flex Pay

[2] Reflects increase in contractual services, supplies, recruiting, and travel.

[3] Reflects increase in program supplies, contractual services, maintenance, travel, and contingency.

[4] Reflects increase in program supplies, contractual services, insurance, and maintenance.

[5] Reflects increase in program supplies.

[6] Reflects increase in contractual services and supplies.

Consider 2024-2025 Tuition and Fee Schedule

RECOMMENDATION

Resolve to adopt the 2024-2025 Tuition and Fee Schedule and authorize the Administration to update meal, board, and other non-course related fees as needed.

BACKGROUND INFORMATION----- **VICE PRESIDENT WELKER**

The 2024-2025 Tuition and Fee Schedule was presented for planning purposes at the February meeting. The Board is being asked to consider adoption of the 2024-2025 Tuition and Fee Schedule.

Item	Description
1	2024-2025 Tuition and Fee Schedule Overview – Comparisons are provided for approved 2023-2024 vs. proposed 2024-2025 tuition and fees for Graham, Gila, and Greenlee Counties.
2	Arizona Community College Tuition Comparison – EAC's current and proposed tuition and fees are compared to those of other Arizona Community Colleges.

Summary of Changes					
Category (per semester)	2023-2024		2024-2025		Comments
General Tuition:	15+	\$1,470/Cap	15+	\$1,470/Cap	<ul style="list-style-type: none"> Based on current rates adopted by other community colleges for 2023-2024, EAC's proposed 2024-2025 General Tuition will likely place it near the average of the other colleges.
Upper Division Courses	1-15	\$98/CH	1-15	\$98/CH	
Dual Enrollment:	All CH	\$70/CH No Cap	All CH	\$70/CH No Cap	<ul style="list-style-type: none"> Rates were determined after consulting with a group that consisted of representatives from the dual enrollment institutions.
	1	\$70	1	\$70	
	3	\$210	3	\$210	
	6	\$420	6	\$420	
	12	\$840	12	\$840	
	15	\$1050	15	\$1050	
	18	\$1,260	18	\$1,260	
	21	\$1,470	21	\$1,470	
Out-of-State Tuition:	15+	\$4,500/Cap	15+	\$4,500/Cap	<ul style="list-style-type: none"> Proposed rate targets Out-of-State Tuition to cover additional operating cost per FTSE.
	1-15	\$300/CH	1-15	\$300/CH	
Residence Hall Fees:					<ul style="list-style-type: none"> Dorms are fully occupied so we will begin increasing rates annually to counter increasing costs of operation.
<u>MA & NL Residence Halls</u>					
Fall Semester		\$1,100		\$1,150	
Spring Semester		\$1,100		\$1,150	
Annual		\$2,200		\$2,300	
<u>Residence Towers</u>					
Fall Semester		\$1,850		\$1,900	
Spring Semester		\$1,850		\$1,900	
Annual		\$3,700		\$3,800	
Board Fees:					
Plan A		\$4,200		\$4,500	<ul style="list-style-type: none"> All plans are declining balance plans. Plans A, B and C are typically used for scholarship students. Plan D represents the minimum plan purchase, but any amount can be purchased above this amount.
Plan B		\$2,000		\$3,000	
Plan C		\$500		\$2,000	
Plan D				\$500	

2024-2025 TUITION & FEE SCHEDULE OVERVIEW

	Approved 2023-2024	Proposed 2024-2025	Notes	Approved 2023-2024	Proposed 2024-2025
--	-----------------------	-----------------------	-------	-----------------------	-----------------------

RESIDENCE HALLS:		
Mark Allen, Nellie Lee Hall, & Wesley Taylor	1,100.00	1,150.00
Residence Towers & Single Occ (if available)	1,850.00	1,900.00

BOARD (Sem):		
Declining Balance		
Plan A	4,200.00	4,500.00
Plan B	2,000.00	3,000.00
Plan C	500.00	2,000.00
Plan D	N/A	500.00

DUAL ENROLLMENT TUITION:			
GENERAL	Approved 2023-2024	Proposed 2024-2025	
All CH	70.00/CH	70.00/CH	/CH No Cap

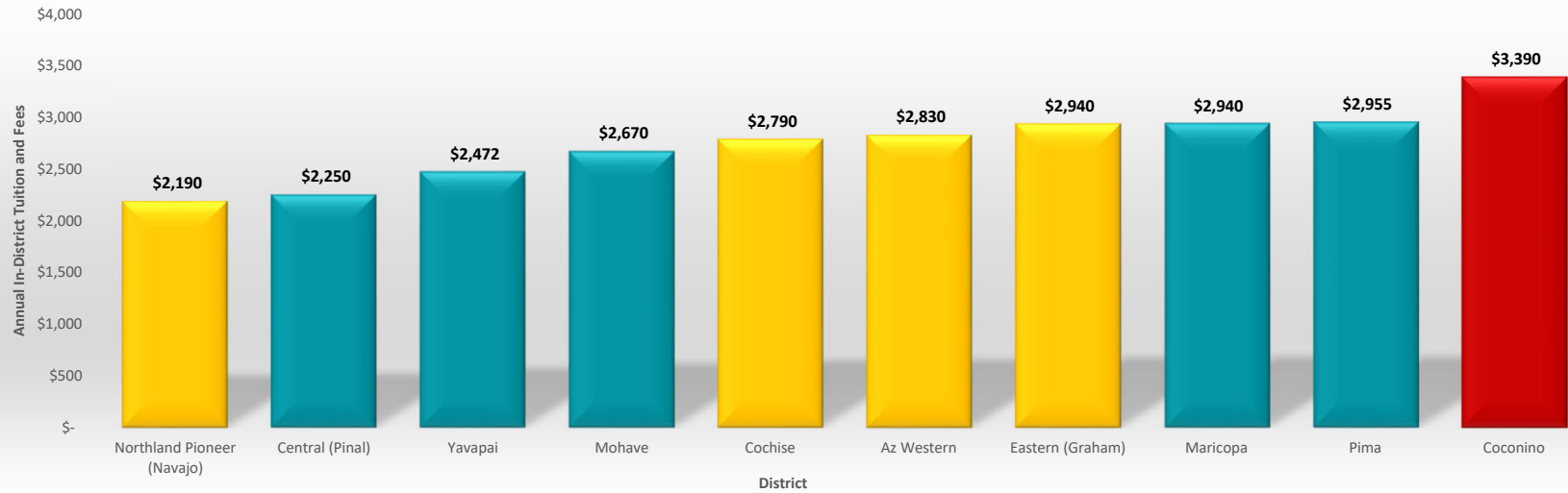
TUITION & FEES: 300 & 400 Level			
GENERAL	Approved 2023-2024	Proposed 2024-2025	
15+		2,205.00	Cap
1-15 /CH		147.00	/CH
WUE		73.50	/CH (7)

Notes:

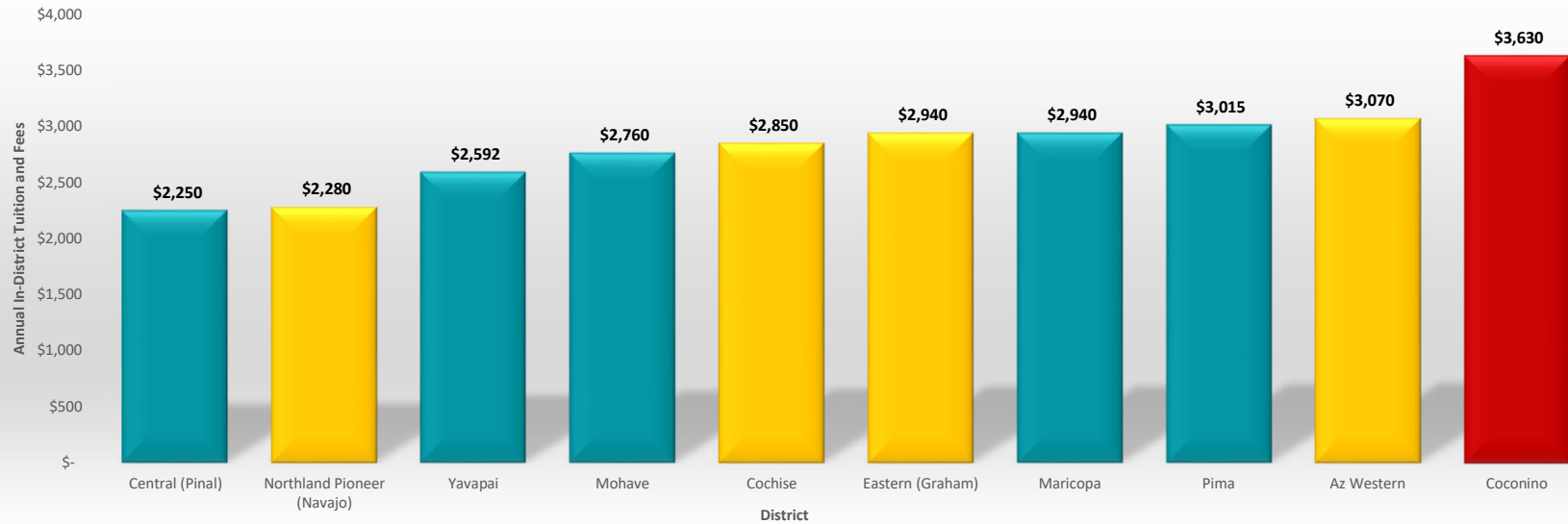
- 0306B FY2025 Preliminary Tuition and Fee Schedule

Revised: 3/11/2024

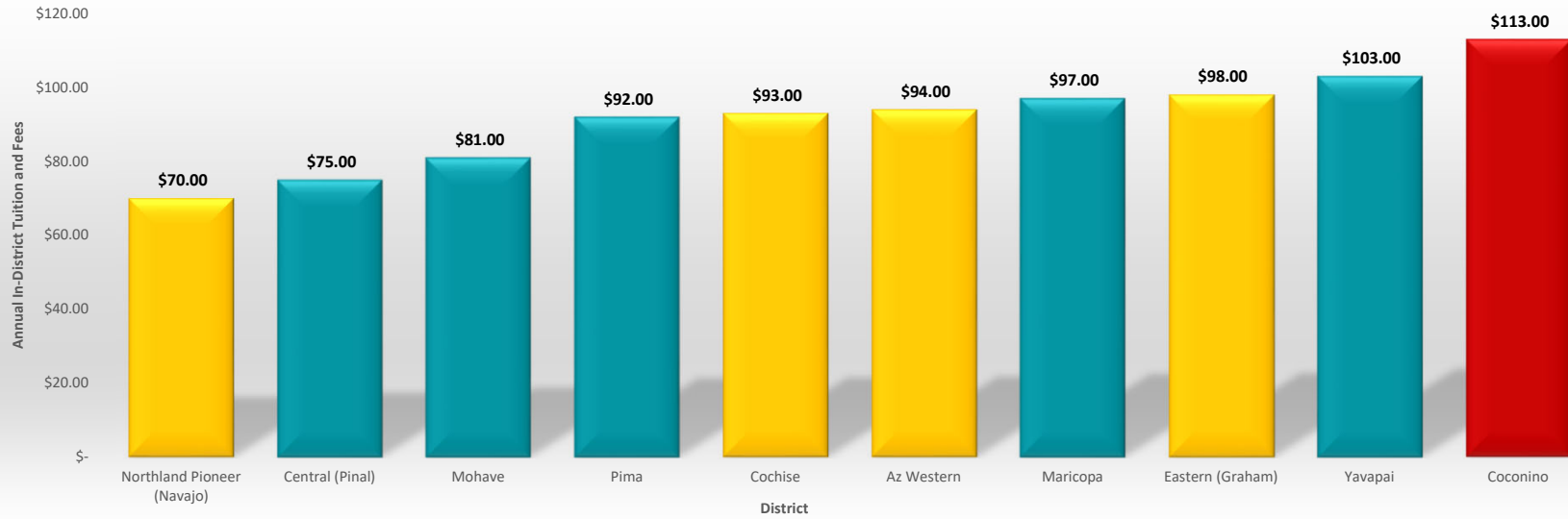
FY 24 Annual In-District Tuition and Fees (30 credits)



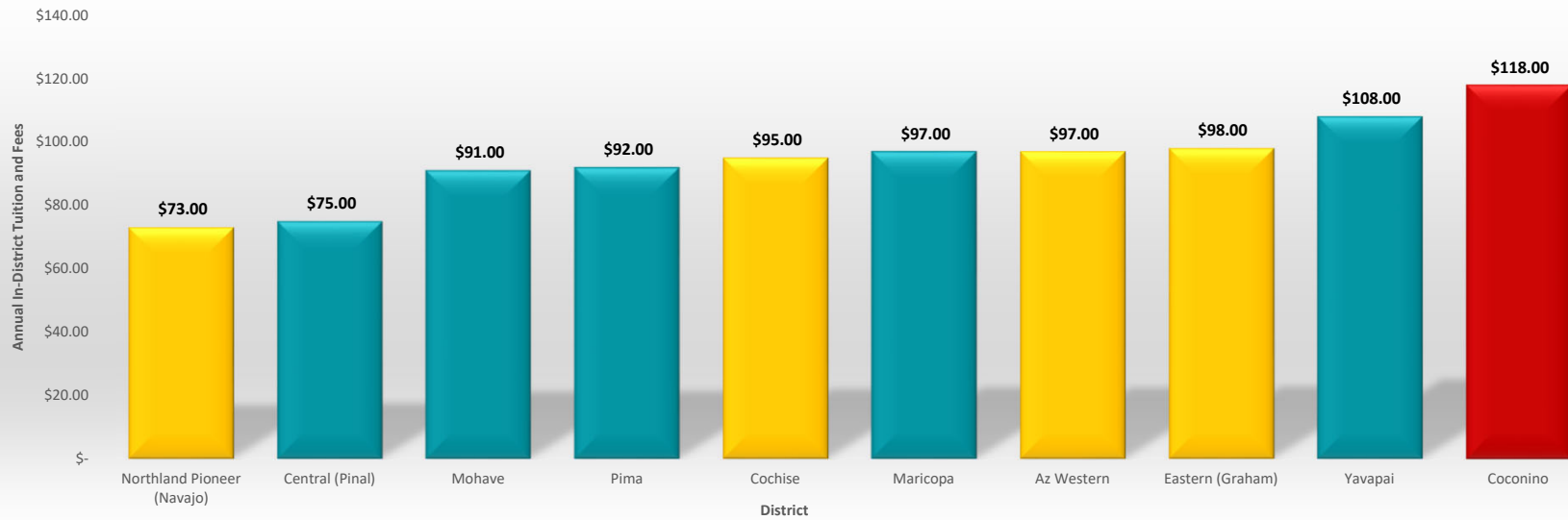
FY 25 Proposed Annual In-District Tuition and Fees (30 credits)



FY 24 Annual In-District Tuition and Fees (per Credit)



FY 25 Proposed Annual In-District Tuition and Fees (per Credit)



Receive Employee Organization Remuneration Proposal for 2024-2025

RECOMMENDATION

Receive 2024-2025 remuneration proposal as prepared and presented by the Faculty Association. No action is recommended at this time.

BACKGROUND INFORMATION-----PRESIDENT HAYNIE

In compliance with the 2024-2025 Budget Schedule, the Board receives employee remuneration proposals.

Board members will recall the following **Budget Development Guideline** was endorsed regarding staff remuneration for 2024-2025:

Within the constraints imposed by fiscal and other salient limitations, maintain staff salary schedules at a level reflective of the median average of the several community college districts in the Arizona system.

Maintain base salary schedule levels equivalent to 2023-2024 base salary schedule levels and consider a cost of living adjustment.

Faculty Association President, Craig Hackett, will attend the meeting for this presentation.



EASTERN ARIZONA COLLEGE

March 6, 2024

Esteemed Graham County Community College District Governing Board,

As the faculty association leadership, we are tasked with the responsibility to present recommendations for employee remuneration each year. We take this responsibility very seriously and have sought to communicate with the stakeholders affected by this petition. We sought counsel from the administration, full and part-time staff, and full-time faculty so that our remuneration request is fair, equitable and in line with the mission of Eastern Arizona College to be fiscally responsible. As the faculty association leadership, we attempted to assess the needs and desires of our faculty peers, we also reached out to members of the staff, knowing that currently they have no formal representation as they are in the process of reorganizing their association. We found that the opinions of those employees we spoke with followed a common theme, as described below.

As you well know the cost of living is ever increasing and each year it would be easy for us to request an increase in compensation so that our purchasing power can keep up with the higher cost of living. We understand that this would not be fiscally obtainable or responsible. However, it does not negate the fact that every year that we do not obtain an increase, our purchasing power or the value of our paycheck diminishes. This is especially true for those employees whose salaries currently fall below fair market value.

With this in mind, we the faculty association leadership, on behalf of the full-time faculty and staff, ask that the Graham County Community College District Governing Board consider a market adjustment for those employees whose salaries are at or below the average or median fair market value when compared to our business peers (the other AZ Community Colleges).

We thank you for your consideration,

Faculty Association Leadership

Consider Workforce Development Plan

RECOMMENDATION

Resolve to approve Eastern Arizona College's Workforce Development Plan in accord with the provisions of ARS §15-1472.

BACKGROUND INFORMATION----- VICE PRESIDENT WELKER

In November 2000 Arizona voters passed Proposition 301 providing funding to strengthen education. The measure increased the State sales tax rate by .6¢ to 5.6¢. Monies generated by Proposition 301 are distributed to education as follows: 85% to K-12, 12% to universities, and 3% to community colleges.¹

Monies for community colleges are broadly targeted at opportunities to assist in workforce development. Community college districts are provided wide discretion in deploying funds.

1. Partnerships with businesses and educational institutions.
2. Additional faculty for improved and expanded classroom instruction and course offerings.
3. Technology, equipment and technology infrastructure for advanced teaching and learning in classrooms or laboratories.
4. Student services such as assessment, advisement and counseling for new and expanded job opportunities.
5. The purchase, lease or lease-purchase of real property, for new construction, remodeling or repair of buildings or facilities on real property.

Eastern Arizona College Workforce Development Plan 2024-2025

Eastern Arizona College has constructed a Workforce Development Plan to embrace the spirit of Proposition 301 and to address the unique requirements of its rural Graham and Greenlee County service area. Planned funding deployment is designed to meet needs as currently envisioned. Funding allocations are prorated to service areas based on projected FTSE. Actual amounts and category allocations may vary from the plan to best address changing conditions. All fund use will focus on and be in accord with constraints provided in ARS §15-1472 B.1-5.

Purpose	Goal	Measurement
Partnerships with businesses and educational institutions.	Enhance support economic development and educational partnerships.	Graham/Greenlee educational partnerships assisted
Additional faculty for improved and expanded classroom instruction and course offerings.	Enhance support for occupational and classroom training	Expanded occupational and classroom training in areas of importance to rural Arizona communities
Technology, equipment and technology infrastructure for advanced teaching and learning in classrooms or laboratories.	Strengthen teaching and learning through increased support for new instructional technologies and the infrastructure needed for those technologies.	Continuation of mediated classroom technology and updated computer equipment
Student services such as assessment, advisement and counseling for new and expanded job opportunities.	Facilitate support for Small Business Development Centers.	SBDC partnership
The purchase, lease or lease-purchase of real property, for new construction, remodeling or repair of buildings or facilities on real property.	Enhance support for occupational training	Utilizing funds to assist in constructing a new cosmetology building or skills center

¹ Annually, community college funding is distributed in the following sequence:

1. For thirteen fiscal years beginning in fiscal year 2001-2002 the state treasurer shall allocate one million dollars per fiscal year for the purpose of bringing this state into compliance with the matching capital requirements prescribed in section 15-1463. The state treasurer shall distribute the monies authorized in this subsection to each district in the order in which each campus qualified for funding pursuant to section 15-1463.
2. Eastern's funding for 2024-2025 is estimated at \$750,000.
3. In addition to Arizona's ten community college districts, Native American colleges also receive funding.



EASTERN ARIZONA COLLEGE

Heston H. Welker
Vice President of Administration

To: President Haynie

Date: Thursday, March 14, 2024



Proposal to Expend Workforce Development Funds

Analysis of distribution of Workforce Development funds

Funds allocated to District based on best estimate

\$750,000

Prior year carryover estimates

\$1,500,000

TOTAL BUDGET REVENUES

\$2,250,000

Graham/Greenlee

Industrial Technology Education

\$400,000

Nursing

\$995,000

Cosmetology

\$120,000

TOTAL BUDGET EXPENDITURES

\$1,515,000

15-1472. Community college district workforce development accounts; reports

A. Each community college district shall establish a separate workforce development account to receive only tax revenues authorized pursuant to section 42-5029, subsection E, paragraph 3 and section 42-5029.02, subsection A, paragraph 3. Each community college district board shall approve the expenditure of these monies in accordance with section 15-1461 and consistent with subsection B of this section.

B. Monies received pursuant to subsection A of this section shall be expended for workforce development and job training purposes. These expenditures may include:

1. Partnerships with businesses and educational institutions.
2. Additional faculty for improved and expanded classroom instruction and course offerings.
3. Technology, equipment and technology infrastructure for advanced teaching and learning in classrooms or laboratories.
4. Student services such as assessment, advisement and counseling for new and expanded job opportunities.
5. The purchase, lease or lease-purchase of real property, for new construction, remodeling or repair of buildings or facilities on real property.

C. The state treasurer shall transfer monies under this section into each district's workforce development account by the fifteenth day of each month. The state treasurer shall also allocate and distribute any pooled interest earnings earned from revenues authorized in section 42-5029, subsection E, paragraph 3 and section 42-5029.02, subsection A, paragraph 3 to each district in accordance with the method prescribed in subsection D, paragraph 2 of this section.

D. Revenues authorized for community college districts in section 42-5029, subsection E, paragraph 3 and section 42-5029.02, subsection A, paragraph 3 shall be distributed by the state in the following manner:

1. For thirteen fiscal years beginning in fiscal year 2001-2002 the state treasurer shall allocate one million dollars per fiscal year for the purpose of bringing this state into compliance with the matching capital requirements prescribed in section 15-1463. The state treasurer shall distribute the monies authorized in this subsection to each district in the order in which each campus qualified for funding pursuant to section 15-1463.

2. After the monies have been paid each year to the eligible districts pursuant to paragraph 1 of this subsection, the state treasurer shall distribute monies from the workforce development fund to each community college district in the following manner:

(a) Each district shall receive the sum of two hundred thousand dollars. This subdivision does not apply to a community college tuition financing district established pursuant to section 15-1409.

(b) After each district has received the payments prescribed in subdivision (a) of this paragraph, the remainder of monies in the fund shall be distributed to each district according to each district's full-time equivalent student enrollment percentage of the total statewide audited full-time equivalent student enrollment in the preceding fiscal year prescribed in section 15-1466.01. The percentage distribution under this subdivision shall be adjusted annually on October 1 of each year.

E. Revenues received by community college districts shall not be used by the legislature to supplant or reduce any state aid authorized in this chapter or supplant any proceeds from the sale of bonds authorized in this article and article 5 of this chapter.

F. Monies received under this section shall not be considered to be local revenues for purposes of article IX, section 21, Constitution of Arizona.

G. Each community college district or community college that is owned, operated or chartered by a qualifying Indian tribe on its own Indian reservation shall submit a report once every two years of its workforce development plan activities and the expenditures authorized in this section to the governor, president of the senate, speaker of the house of representatives, joint legislative budget committee and Arizona commerce authority by December 1 of every even-numbered year. The report shall include the purpose and goals for which the workforce development monies were expended by each district or community college together with a general accounting of the expenditures authorized in subsection B of this section. A copy of the final report shall also be provided to the secretary of state. For the purposes of this subsection, "qualifying Indian tribe" has the same meaning prescribed in section 42-5031.01.

Consider Nontax-Supported Programs

RECOMMENDATION

Resolve to approve guidelines for nontax-supported programs as presented.

BACKGROUND INFORMATION----- VICE PRESIDENT WELKER

Annually the Board is requested to review, approve, or modify guidelines suggested for current nontax-supported activities and programs. This action on the part of the Board is in compliance with sound fiscal practice.

EAC Fund	Program Type ¹	Page
Auxiliary	Board Designated	1-2
Restricted	State	3
	Private	3-4
	Federal	4
Loan	Loan	5
Agency	Agency	5-6

Vice President Welker will be prepared to address questions on information presented.

¹Information presented for each program:

- Account number
- Account name
- Authorization period
- Principal sources of funds
- Principal disposition of funds
- Current program balance

Account No.	Account Name	Authorized Period	Principal Source of Funds	Principal Disposition of Funds	Balance 3/5/2024
Auxiliary Fund					
2 1 3 3115	EAC Athletics General	Continuing	ASEAC and other donations, gate receipts and concessions at athletic events, unexpended athletic scholarships budgeted in the General Fund, and other miscellaneous revenue.	Athletic scholarships, including tuition, books, room, board, and fees, athletic travel, other miscellaneous athletic expenses, and/or transfers to support EAC operations	\$120,177.56
2 1 3 3117	Sports Medicine Advisory Team	Continuing	Transfers from EAC's operational athletic budgets	Payments to SMAT members for medical services provided to EAC athletes (limited to the secondary insurance deductible amounts); coverage at home EAC football games and other EAC athletic events; other expenses in support of the EAC athletic program.	(\$2,847.16)
2 1 3 3118	EAC Parking Fines	Continuing	Thatcher campus parking fines	Security equipment/supplies. Expenditures of silent witness program.	\$1,928.12
2 1 3 3123	EAC Learning Resource Services	Continuing	Receipts of all GCCCD departments purchasing learning resource services. Library fines and copy machine receipts.	Purchase of GCCCD program supplies and/or transfers to support EAC operations	\$65,896.76
2 1 3 3125	EAC Swimming Pool	Continuing	EAC swimming pool receipts and transfers from EAC Athletics General	EAC swimming pool wages	(\$18,741.18)
2 1 3 3128	EAC Evaluation Unit	Inactive	Client agency billings for services (JTPA, ADC, DES, DVR, etc.)/inter and intra fund transfers.	Evaluation salaries/supplies/equipment	\$0.00
2 1 3 3145	EAC Concessions	Continuing	Concession sales	Concession expenses and/or transfers to support EAC operations	\$80,129.12
2 1 3 3152	PPST/ACT testing	Continuing	Test administration fees from ETS and ACT	Test administration costs and/or transfers to support EAC operations.	\$480.92
2 1 3 4411	Transportation	Continuing	Maintenance Inter-Departmental Charges	Operating expenditures for fleet and buses	\$379,392.54
2 1 3 4512	EMS Services	Continuing	Participant tuition and fees		(\$5,264.32)
2 1 3 5411	College For Kids	Continuing	Participant tuition and fees	Operating expenditures for summer youth programs	\$25,555.82
2 1 3 5414	Summer Camps	Continuing	Participant tuition and fees	Operating expenditures for summer youth camps	\$206,119.29
2 1 3 5415	Large Events	Continuing	Participant tuition and fees	Operating expenditures for large events	(\$93,817.26)
2 1 3 1918	Automotive Lab	Continuing	Donation	Equipment Supplies	\$200.00
2 1 4 3211	EAC- Drama	Continuing	ASEAC donations, ticket sales	Supplement program activities	\$32,413.63
2 1 4 3212	EAC- Music	Continuing	ASEAC donations, ticket sales	Supplement program activities	\$20,086.13
2 1 4 3213	EAC- Orchestra	Continuing	ASEAC donations, ticket sales	Supplement program activities	\$11,648.96
2 1 4 3214	EAC- Band	Continuing	ASEAC donations, ticket sales	Supplement program activities	\$17,073.73
2 1 4 3215	EAC- Music Tour	Continuing	ASEAC donations, ticket sales	Supplement program activities	\$0.00
2 1 4 3216	EAC- Children's Theater	Continuing	Participant fees, ticket sales	Operating expenditures for Children's theater	\$59,404.37
2 1 4 3217	EAC- Art	Continuing	Ticket sales	Supplement program activities	\$2.94
2 1 4 3218	EAC- Youth Theater	Continuing	Participant fees, ticket sales	Operating expenditures for Youth theater	\$44,834.43
2 1 4 3219	EAC- Children's Choir	Continuing	Participant fees, ticket sales	Operating expenditures for Children's choir	\$165.00
2 1 4 3221	EAC-Speech	Continuing	Ticket sales	Supplement program activities	\$99.00
2 1 4 3222	EAC-Theater Dance Gate	Continuing	Ticket sales	Supplemental program activities	\$0.00
2 1 4 5412	High School Skills Day	Continuing	Participant tuition and fees	Skills day expenses	\$0.00
2 1 4 6212	Men's Football	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$0.00
2 1 4 6213	Men's Basketball	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$10,481.61
2 1 4 6214	Men's Baseball	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$30.44
2 1 4 6216	Women's Basketball	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$2,460.68
2 1 4 6218	Women's Volleyball	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$41,639.37
2 1 4 6219	Women's Softball	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$14,084.88
2 1 4 6221	Men's Golf	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$3,493.51
2 1 4 6224	Womens Tennis	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$1,626.82
2 1 4 6225	Cheerleaders	Continuing	Camp/Fund raising/misc	Supplement athletic activities	(\$150.42)
2 1 4 6227	Men's Soccer	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$87.46
2 1 4 6228	Women's Soccer	Continuing	Camp/Fund raising/misc	Supplement athletic activities	\$8,731.15
2 1 6 4714	Associated Students/Foundation Fee Transfer	Continuing	EAC Student Fees	Transfers to EAC-Assoc Students and EAC Foundation.	(\$158,376.00)
2 1 7 7511	Graham Scholarships	Continuing	Student Tuition/Fee Transfers	Scholarships	(\$37,770.78)
2 2 3 3123	Library Copy Fund	Continuing			\$193.10
2 2 3 3127	Gila Copy Room	Continuing	Receipts of all Gila departments using copy machine.	Copy room supplies/equipment and/or transfers to support EAC operations	\$1,756.85
2 2 3 3129	Gila Special Activities	Continuing	Vending machine receipts Transfers from closed restricted fund programs. Student fees.	Expenses incurred by the Advisory Committee, College President, and/or designee of the College President while acting in behalf of the GCCCD. Typical expenditures may include, but are not limited to: travel, hosting guests of the District, bereavement and other special occasion recognitions on behalf of the College, meeting refreshments, special functions, or to support EAC operations.	

Account No.	Account Name	Authorized Period	Principal Source of Funds	Principal Disposition of Funds	Balance 3/5/2024
				Expenditures not to exceed \$500 w/o approval of College President	\$812.85
2 2 3 3134	Gila Library Fines	Inactive	Library fines	Library supplies and equipment and/or transfers to support EAC operations	\$2,503.93
2 2 6 1117	Globe Cosmetology	Continuing	Receipts for Cosmetology Products/Services	Supplies and Equipment for cosmetology programs	\$57,580.00
2 2 7 7511	Gila Scholarships	Continuing	Student Tuition/Fee Transfers	Scholarships	(\$10,780.00)
2 3 3 3129	GP speical Activities	Continuing			(\$2,899.58)
2 3 3 5413	Payson Non Credit	Continuing	Participant Tuition and Fees	Operating Expenditures for non credit programs	\$14,872.68
2 3 6 1117	Payson Cosmetology	Continuing	Receipts for Cosmetology Products/Services	Supplies and Equipment for cosmetology programs	\$99,236.02
2 4 3 3122	Nursing NCLEX	Continuing	Nursing NCLEX exams account	Testing admin fees and NCLEX review course expenses	\$12,929.56
2 4 3 3124	EAC Computer Reserve	Continuing	Pro-rata share of interest earnings on Fund 2 (Board designated).	Computer hardware/software	\$1,111,503.12
2 4 3 3126	EAC Supplies	Continuing	Receipts of all GCCCD departments purchasing in-house supplies.	GCCCD program supplies	(\$31,304.54)
2 4 3 3127	EAC Copy Room	Continuing	Receipts of all GCCCD departments using copy room.	Copy room supplies/equipment and/or transfers to support EAC operations	\$288,846.36
2 4 3 3131	Discovery Park Campus	Continuing	MGIO Tour Fees/Rental Fees	Expenditures in Support of Discovery Park Campus Activities	\$399,497.26
2 4 3 3132	Computer maintenance and installation	Continuing	Receipts from GCCCD departments using microcomputers and installation fees for College computer purchases.	Computer hardware and software, supplies, parts, and training for computer maintenance	\$450,500.26
2 4 3 3133	Employee/Student Computers	Continuing	Receipts from employees and students purchasing computers.	Purchase of computers, software, and related equipment	\$75,765.83
2 4 3 3135	EAC Special District Activities	Continuing	Pro-rata share of interest earnings on Fund 2 (Non-board designated) Vending machine receipts Student Tuition/Fees Transfers	Expenses incurred by the Governing Board, College President, and/or designee of the College President while acting on behalf of the GCCCD. Typical expenditures may include, but are not limited to: travel, hosting guests of the District, bereavement and other special occasion recognitions on behalf of the College, meeting refreshments, special functions, or other College related business	\$158,593.80
2 4 3 4719	Audit Adjustments Clearing	Continuing	Accrual adjustments at month end and year end.	Account for accrual adjustments	\$0.00
2 5 3 3116	Ft. Grant Project Supplies	Continuing	Billings for supplies used on projects entered into for the express purpose of aiding and supplementing the educational programs at ASPFG.	Purchase of supplies for use on outside projects and/or transfers to supplement EAC Arizona State Prison operations	\$951.86
2 8 7 7511	Greenlee Scholarships	Continuing	Student Tuition/Fee Transfers	Scholarships	\$0.00
				Board Designated	\$3,461,836.48
	1. Expenditures made in advance of revenues			Activities Center/Food Services/Bookstore	(490,333.48)
	2. Timing of internal charges			Residence Halls	2,095,509.31
				TOTAL AUXILIARY FUND BALANCE	\$5,067,012.31

Account No.	Account Name	Authorized Period	Principal Source of Funds	Principal Disposition of Funds	Balance 3/5/2024
Restricted Fund					
1 1 1 1319	EAC ABE and GED-Federal	Inactive	AZ Dept of Education	Adult Basic Education and General Education Development	\$0.00
1 1 1 1321	EAC ABE and GED-State	Inactive	AZ Dept of Education	Adult Basic Education and General Education Development	\$0.00
1 1 1 1324	Distance Learning	Inactive	Graham County Education Consortium	Consortium expenditures	\$0.00
1 1 1 1326	Enhancing Ed. Through Technology	Inactive	AZ Dept of ED/Graham County Educ. Consortium	Consortium expenditures	\$0.00
1 1 1 1414	EAC Writer's Series	Inactive	AZ Comm on Arts / GCCCD English Budget	Professional Reader's Fees	\$0.00
1 1 1 2115	CPIII Basic Grant	07/18-06/19	AZ Dept of Education	Occupational Project Expenditures	\$0.00
1 1 1 2116	CPIII Basic Grant	07/19-06/20	AZ Dept of Education	Occupational Project Expenditures	(\$88,845.00)
1 1 1 1621	EAC Nursing Program Grant	Inactive	AZ Dept of Commerce	Occupational Project Expenditures	\$0.00
1 1 1 2514	OER Grant-Sub-Recipient	Active			(\$6,012.26)
1 1 2 1611	Nursing Education Investment	Active			(\$25,519.38)
1 1 2 2616	LSTA AZ STATE LIBRARY	Active	LSTA AZ STATE LIBRARY	LSTA AZ STATE LIBRARY	(\$12,142.56)
1 1 3 2514	IC CAE Grant	Active			(\$3,326.38)
1 1 3 2521	AZ Dept of Health SVP Grant	Inactive	AZ Dept of Health	Sexual Violence Prevention Program Expenditures	\$0.00
1 2 3 2522	Monster Exchange	Active			\$29,267.23
1 2 1 1621	Nursing Program Grant	Inactive			\$0.00
1 2 1 1622	GPC Nursing Program Grant	Inactive	AZ Dept of Commerce	Occupational Project Expenditures	\$0.00
1 2 3 4715	Workforce Development	07/19-06/20	Proposition 301	GCC Workforce Development	\$735,789.21
1 3 1 1623	Industrial Devel Author	Inactive	Industrial Development Authority	Occupational Project Expenditures	\$0.00
1 3 1 1621	GPC Nursing Program Grant	Inactive	AZ Dept of Commerce	Occupational Project Expenditures	\$0.00
1 2 1 2122	Globe ADOT Training Program	Inactive	AZ Dept of Transportation	Occupational Project Expenditures	\$0.00
1 3 1 2122	Payson ADOT Training Program	Inactive	AZ Dept of Transportation	Occupational Project Expenditures	\$0.00
1 3 1 2123	Workforce Readiness Acad	Inactive	Gila County	Occupational Project Expenditures	\$0.00
1 4 3 4715	Workforce Development	07/19-06/20	Proposition 301	EAC Workforce Development	\$1,311,735.48
1 4 3 4718	STEM Funding	Active	STEM	STEM	\$109,748.13
1 4 3 4726	AHCCCS-ARP Grant	Active			(\$1,148,649.09)
1 4 4 5119	Leveraging Education Assistance Partnership	07/19-06/20	AZ Comm of Postsec Educ	Student Financial Aid Assistance	\$8,454.00
1 4 4 5611	TRACC Grant	Active			(\$76.54)
1 4 4 5129	Special Leveraging Education Assistance Partnership	Inactive	AZ Comm of Postsec Educ	Student Financial Aid Assistance	\$0.00
				State	\$910,422.84
1 1 3 2511	Campaign for Caring	Inactive	Az Healthcare & Hospital Association	Project expenditures/Nursing program	\$2,298.42
1 1 1 1973	FREEPORT AZ RAMP UP	Inactive	Freeport-Mcmoran	Freeport-Mcmoran	\$0.00
1 1 3 2512	Qwest Foundation	Inactive	Qwest Foundation	Hybrid Course Training and Development	\$0.00
1 1 3 2513	Empire / CAT Grant	Inactive	Empire - Catapillar Corp	Support of Occupational Program	\$0.00
1 1 3 2518	March of Dimes	Inactive	Arizona March of Dimes	Project expenditures/Folic Acid Awareness Campaign	\$0.00
1 1 4 1712	BLM GRANT - LIVING RIVERS	Active	Gila Valley Watershed Partnership	Gila Valley Watershed Partnership	\$0.00
1 1 4 1713	EAC/BLM NFWF GRANT AGREEMENT	Active	Gila Valley Watershed Partnership	Gila Valley Watershed Partnership	\$0.00
1 1 4 1724	ASCB-MAC (Ed Butler)	Inactive	American Society for Cell Biology	Biology program enhancement	\$0.00
1 1 5 6315	Recycle Waste	Inactive			\$0.00
1 2 1 1624	SCAT Equipment Grant	Inactive	Proposition 202		\$0.00
1 2 1 1628	GILA NURSING GRANT-CONGRESS	Active	Freeport-Mcmoran	Freeport-Mcmoran	\$0.00
1 2 1 1722	FMI FIRE SCIENCE SAFETY EQUIP	Active	Freeport-Mcmoran	Freeport-Mcmoran	\$0.00
1 2 3 2515	US West Project WOW	Inactive	US West Foundation	Transfer in support of EAC operations	\$0.00
1 3 1 1723	Caris Trust STEM Grant - Payson	Active	Caris Family Trust	Payson campus STEM programs	\$58,590.66
1 4 3 4719	Audit Adjustments Clearing	Continuing	Accrual adjustments at month end and	Clearing account for accrual adjustments which will be reversed in	
1 4 3 4722	Restricted Donations	Continuing			\$3,323.04
1 7 2 1712	FMI STEM GRANT	Active	Freeport-Mcmoran	Freeport-Mcmoran	\$0.00

Account No.	Account Name	Authorized Period	Principal Source of Funds	Principal Disposition of Funds	Balance 3/5/2024
				Private	\$64,212.12
1 1 1 1718	NSF - Engineering Transfers	09/18-08/19	National Science Foundation	Enhance engineering program and scholarships	(\$11,728.96)
1 1 1 1719	NSF - Engineering Transfers	09/18-08/19	National Science Foundation	Enhance engineering program and scholarships	\$0.00
1 1 1 1724	NSF - SFAZ + 8 CXM	07/19-06/22	National Science Foundation	Enhance engineering/math collaboration program	\$0.00
1 1 4 1711	BLM GRANT - Living Rivers	Inactive		BLM Grant - Living Rivers	\$0.00
1 1 4 1715	Bureau of Reclamation North AZ	Inactive	Bureau of Reclamation North AZ	Bureau of Reclamation North AZ	\$0.00
1 1 1 1971	AZ Ramp Up Grant	Active	AZ Ramp Up TAACCCT Grant	AZ Regional Advanced Manufacturing Professional Upgrade proj.	\$0.00
1 1 1 1972	AZ Ramp Up Grant	Active	AZ Ramp Up TAACCCT Grant	AZ Regional Advanced Manufacturing Professional Upgrade proj.	\$0.00
1 1 4 5113	College Work Study	07/19-06/20	EDCAPS/GAPS	Student employment	(\$151,171.67)
1 1 4 5214	Small Business Develop Ctr	1/20-12/20	SBA	Small business counseling and development expenses	(\$100,880.19)
1 1 4 5215	Small Business Develop Ctr	01/19-12/19	SBA	Small business counseling and development expenses	(\$134,110.44)
1 1 4 5216	SBDC Program Income	Continuing	Workshop fees	Workshop costs and/or transfers to support SBDC operations	(\$2,772.22)
1 1 4 5218	EAC SIP Grant	10/18-9/23	EDCAPS/G5	Strengthening Institutions Program	(\$21,756.28)
1 2 1 1618	FMI Medical Billing Grant	Continuing	FMI for GCC		\$0.00
1 2 1 1625	Rural Nursing Education Initiative	Inactive			\$0.00
1 2 1 1626	Gila Nursing Grant - Congress	Inactive	EDCAPS/G5	Rural Nursing Education	\$0.00
1 2 1 1721	USFS Grant Kids in Woods	Inactive	USDA	United States Forest Service Tonto Natl Forest	\$0.00
1 2 4 5214	Small Business Develop Ctr	1/20-12/20	SBA	Small business counseling and development expenses	(\$13,445.28)
1 2 4 5215	Small Business Develop Ctr	01/19-12/19	SBA	Small business counseling and development expenses	(\$31,907.85)
1 3 1 1627	Allied Health Nursing Grant	Inactive	Department of Labor	Department of Health and Human Services	\$0.00
1 3 4 5214	Small Business Develop Ctr	Inactive	SBA	Small business counseling and development expenses	(\$4,171.70)
1 3 4 5215	Small Business Develop Ctr	Inactive	SBA	Small business counseling and development expenses	(\$32,941.96)
1 3 4 5216	Small Business Develop Ctr	Continuing	Workshop fees	Workshop costs and/or transfers to support SBDC operations	\$0.00
1 3 4 5217	Small Business Develop Ctr	Inactive	SBA	Small business counseling and development expenses	\$0.00
1 4 3 4723	CARES ACT - INSTITUTION	Active	EDCAPS/G5	Covid-19 Financial Support	\$0.00
1 4 3 4724	CARES ACT - TITLE III	Active	EDCAPS/G5	Covid-19 Financial Support	\$0.00
1 4 3 4725	Proposition 207	Active		Smart and Save Arizona	\$4,391,413.33
1 4 3 5212	Title IV-Student Support Svcs	Inactive	EDCAPS/G5	Counseling disadvantaged students	\$0.00
1 4 3 5213	Title IV-Student Support Svcs	Inactive	EDCAPS/G5	Counseling disadvantaged students	\$0.00
1 4 4 5114	SEOG	07/19-06/20	EDCAPS/G5	College based student grants	(\$85,600.00)
1 4 4 5115	Academic Competitiveness Grant	07/19-06/20	EDCAPS/G5	Federally based student grants	\$0.00
1 4 4 5117	Pell Grant	07/19-06/20	EDCAPS/G5	Federally based student grants	(\$4,100,153.00)
1 4 4 5118	Pell Grant-Admin Allowance	Continuing	EDCAPS/G5	Miscellaneous adjustments & district operations	\$4,688.00
1 4 4 5132	Distance Learning & Telemedic	Inactive	USDA/G5	Distance learning and education	\$0.00
1 4 4 5134	GEAR UP Grant	9/16-9/22	EDCAPS/G5	Gaining early awareness and readiness for undergraduate programs	(\$525.94)
1 4 4 5135	GEAR UP Grant	Inactive	EDCAPS/G5	Gaining early awareness and readiness for undergraduate programs	(\$715.90)
1 4 4 5136	AZ Science Foundation Grant	Active	AZSFA	AZ Science Foundation Grant	\$0.00
1 4 4 5137	RAIN GRANT	Active	Rural Activation and Innovation Network	STEM	\$0.00
1 4 4 5138	GEAR UP 2024 Grant	10/18-9/24	EDCAPS/G5	Gaining early awareness and readiness for undergraduate programs	(\$179,001.26)
1 4 4 5139	CARESACT - STUDENTS	Active	EDCAPS/G5	Covid-19 Financial Support	\$0.00
1 7 2 1711	Discovery Park Frog Project	Inactive	USFWS	Pond for Chiricahua Leopard Frogs	\$0.00
				Federal	(\$474,781.32)
				TOTAL RESTRICTED FUND BALANCE	\$499,853.64

1. Timing differential between expenditures and receipt of funds from federal and state agencies.
2. Reimbursements are made quarterly after expenses have been incurred.

Account No.	Account Name	Authorized Period	Principal Source of Funds	Principal Disposition of Funds	Balance 3/5/2024
Loan Fund					
3 4 3 3139	EAC Short-term Loan	Continuing	Donations, repayments, and interest earnings on loan fund	Short-term student loans	\$0.00
TOTAL LOAN FUND BALANCE					\$0.00

Agency Fund					
9 1 9 9813	EAC- Gila Force	Continuing	Assoc Students/Misc.	Organization activities	\$463.33
9 1 9 9814	EAC- Freshman Class	Inactive	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9815	EAC- Sophomore Class	Inactive	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9816	EAC- Drama Club	Continuing	Assoc Students/Misc.	Organization activities	\$500.00
9 1 9 9817	EAC- Choir Club	Continuing	Assoc Students/Misc.	Organization activities	\$325.84
9 1 9 9818	EAC- Intertribal Club	Continuing	Assoc Students/Misc.	Organization activities	\$158.11
9 1 9 9819	EAC- Orchestra Club	Continuing	Assoc Students/Misc.	Organization activities	\$97.29
9 1 9 9821	EAC- Band Club	Continuing	Assoc Students/Misc.	Organization activities	\$164.80
9 1 9 9822	NATL SOCIETY LDRSHIP SUCCESS	Continuing	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9823	EAC- Monster Track	Continuing	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9824	EAC- MAH Activity Club	Continuing	Assoc Students/Misc.	Organization activities	\$247.82
9 1 9 9825	EAC- Speech & Debate Club	Continuing	Assoc Students/Misc.	Organization activities	\$501.33
9 1 9 9826	EAC- Honor Society	Continuing	Assoc Students/Misc.	Organization activities	\$11,115.30
9 1 9 9827	EAC- Cheerleaders	Continuing	Assoc Students/Misc.	Organization activities	\$265.27
9 1 9 9828	EAC- Dance Club	Continuing	Assoc Students/Misc.	Organization activities	\$112.78
9 1 9 9829	EAC- Art Club	Continuing	Assoc Students/Misc.	Organization activities	\$366.07
9 1 9 9831	EAC- Entrepreneur Club	Inactive	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9832	EAC- Rowdy Reptile Club	Continuing	Assoc Students/Misc.	Organization activities	\$492.10
9 1 9 9833	EAC- College Republicans	Continuing	Assoc Students/Misc.	Organization activities	\$1,331.26
9 1 9 9834	PTK Regional Honors Institute	Continuing	Conference Fees	Conference Expenses	\$53.84
9 1 9 9835	EAC- HOLA Club	Continuing	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9836	EAC- Advance Team Club	Continuing	Assoc Students/Misc.	Organization activities	\$2,541.39
9 1 9 9837	EAC- Physics Club	Continuing	Assoc Students/Misc.	Organization activities	\$597.56
9 1 9 9838	EAC- Multicultural Club	Continuing	Assoc Students/Misc.	Organization activities	\$644.46
9 1 9 9839	EAC- Women's Softball Club	Continuing	Assoc Students/Misc.	Organization activities	\$332.95
9 1 9 9841	EAC- Residence Towers Activity Club	Continuing	Assoc Students/Misc.	Organization activities	\$100.00
9 1 9 9842	EAC- Volleyball Club	Inactive	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9843	EAC- French Club	Inactive	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9844	EAC- Lee Hall Activity Club	Continuing	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9845	Black Student Union	Continuing	Assoc Students/Misc.	Organization activities	\$306.00
9 1 9 9846	EAC- Criminal Justice	Continuing	Assoc Students/Misc.	Organization activities	\$336.76

Account No.	Account Name	Authorized Period	Principal Source of Funds	Principal Disposition of Funds	Balance 3/5/2024
9 1 9 9847	Nursing Club	Continuing	Assoc Students/Misc.	Organization activities	\$1,400.34
9 1 9 9848	EAC- In & Out	Continuing	Miscellaneous	Cash clearing account	\$2,875.00
9 1 9 9849	EAC- Key deposits	Continuing	Student key deposits	Refunds and key replacements	\$1,724.82
9 1 9 9851	EAC- Dorm deposits	Continuing	Student dorm deposits	Refunds and dorm repairs	\$31,045.76
9 1 9 9852	AZ Academic Administrators	Continuing	Membership Dues	Organization activities	\$0.00
9 1 9 9853	EAC- Associated Students	Continuing	EAC Assoc student fees	Operations-Assoc students & Clubs	\$42,695.98
9 1 9 9854	EAC- Gila Monster paper	Inactive	Assoc students/Advertis	Student newspaper publication	\$0.00
9 1 9 9855	EAC- Oasis yearbook	Continuing	Assoc students/Advertis	Student yearbook publication	\$83,884.04
9 1 9 9856	Omega Monsters (Lions)	Continuing			\$243.71
9 1 9 9857	Polynesian Club	Continuing	Polynesian Club	Organization activities	\$804.59
9 1 9 9858	Engineering Club	Continuing	Engineering Club	Organization activities	\$5,659.03
9 1 9 9859	EAC Foundation	Continuing	Reimbursements from Foundation	Cash clearing account	(\$4,812.23)
9 1 9 9862	The Cotton Club	Continuing	Organizational Activities	Organization activities	\$504.71
9 1 9 9863	Phi Beta Lamda	Continuing	Phi Beta Lamda	Organization activities	\$417.05
9 1 9 9864	MECESS	Continuing	MECESS	Organization activities	\$357.30
9 1 9 9865	The Outdoor Club	Inactive	Organizational Activities	Organization activities	\$100.00
9 1 9 9866	Monster Service	Continuing	Organizational Activities	Organization activities	\$0.00
9 1 9 9867	Pre-Med	Continuing	Organizational Activities	Organization activities	\$0.00
9 1 9 9868	Media Club	Continuing	Organizational Activities	Organization activities	\$1,254.53
9 1 9 9869	PSS/OSS	Continuing	Organizational Activities	Organization activities	\$0.00
9 1 9 9871	Audit Adjustments Clearing	Continuing	Audit Adjustments Clearing	Audit Adjustments Clearing	\$0.00
9 1 9 9872	EAC Use Tax	Continuing	Use Tax Account	Holding Account for State of Arizona Use Tax Payments	\$792.07
9 1 9 9873	Gila Hanks EAC Booster Club	Continuing	Gila Hanks EAC Booster Club	Organization activities	\$300.00
9 1 9 9874	NATL STUDENT ENGLISH ORG	Continuing	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9875	EMS CLUB	Continuing	Assoc Students/Misc.	Organization activities	\$110.20
9 1 9 9876	NON PARTISAN CLUB	Continuing	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9877	CCOITS	Inactive	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9878	SOCCER CLUB	Continuing	Assoc Students/Misc.	Organization activities	\$542.70
9 1 9 9879	STYLES DANCE CLUB	Continuing	Assoc Students/Misc.	Organization activities	\$0.00
9 1 9 9881	LGBT & FRIENDS	Continuing	Assoc Students/Misc.	Organization activities	\$250.00
9 1 9 9882	Monster Exchange	Continuing		Organization activities	\$0.00
9 1 9 9883	Rodeo Club	Continuing		Organization activities	\$0.00
9 1 9 9884	Cosmo Club	Continuing		Organization activities	\$100.00
9 1 9 9886	E-Sports Club	Continuing	Assoc Students/Misc.	Organization activities	\$100.00
9 1 9 9889	Faculty Association`	Continuing			\$725.00
9 2 9 9856	Gila Lyceum	Inactive	AZ Comm on Arts, ticket sales, fund raising	Lyceum operations	\$2,115.00
9 3 9 9853	Payson- Associated Students	Inactive	EAC Assoc student fees	Operations-Assoc students & Clubs	\$275.00
TOTAL AGENCY FUND BALANCE					\$194,518.86

Consider Expansion of South Campus Practice Field

RECOMMENDATION

Resolve to authorize the President or personnel designated by the President to expand the South Campus Practice Field and to execute all contracts and sign any other agreements or documents necessary for the completion of this expansion.

BACKGROUND INFORMATION----- **VICE PRESIDENT WELKER**

The Administration is seeking approval to initiate the process of expanding the South Campus Practice Field.¹

With the launch of the two new soccer programs, it is determined that additional practice space is necessary. Presently, the practice field is approximately 2/3 the size of a regulation soccer field. To increase the size, it is proposed that the field be expanded to the east into the existing cotton field owned by the college. The current lessee has been contacted and the portion of the field that will be expanded into is not being farmed as it is decreed land. This expansion will provide our soccer teams with a regulation field to practice on which will extend the life and preserve the grass on our game field. The project will primarily be handled internally by our maintenance department, which includes the expansion of the irrigation system. Some of the dirt work may be contracted out, but we do not anticipate the need for a bidding process.

Attachments:

1. Proposed Expansion of the South Campus Practice Field

¹ In accordance with ARS §15-1444 – General Powers and Duties of District Boards, the Graham County Community College District Policy 9110.00 states:
B. The District Board may:
5. Construct, remodel, and repair buildings.



Consider Issuance of a Request for Qualification for Construction of a Cosmetology Building and Gray Shell Building ¹

RECOMMENDATION

Resolve to authorize the President or personnel designated by the President to issue a Request for Qualification (RFQ) for a Construction Manager at Risk (CMAR) for the construction of a Cosmetology building and Gray Shell building, including infrastructure, landscape and other supporting construction developments located on parcels 104-10-059, 104-10-058, and 104-10-057A respectively.

BACKGROUND INFORMATION----- **VICE PRESIDENT WELKER**

The Administration is seeking approval to issue Request for Qualifications (RFQ) in search of a Construction Manager at Risk (CMAR) to complete this project as designed by the institution's architect SPS+. The RFQ will outline the basic requirements for the project to provide interested Construction Managers with a common understanding of the scope of services required for the project. Upon selection, the CMAR, will assume the risk of delivering the project through a fixed lump sum or guaranteed maximum price (GMP) contract.

Attached is a sample document outlining the request for qualifications and architectural renderings and plans for the buildings.

VP Welker will be prepared to review information presented and entertain questions.

¹ In accordance with ARS §15-1444 – General Powers and Duties of District Boards, the Graham County Community College District Policy 9110.00 states:
B. The District Board may:
5. Construct, remodel, and repair buildings.

RFQ 24 001
Request for Qualifications

Construction Manager at Risk (CMAR)

Eastern Arizona College

New Cosmetology and Retail Building

615 N Stadium Avenue, Thatcher AZ 85552

Graham County Community College District
dba: Eastern Arizona College
Business Administration Division
615 North Stadium Avenue
Thatcher AZ, 85552

Bid Date: April 1st, 2024
Time: 3:00 PM Arizona Time

CONSTRUCTION MANAGER AT RISK FOR A *NEW COSMETOLOGY AND RETAIL BUILDING*

Sealed Request for Qualifications are due **Monday, April 1st 2024 at 3:00 PM Arizona Time**, in the Eastern Arizona College, Business Administration Division, 615 North Stadium Avenue. **No submittals will be received after this date and time.**

SCOPE: CMAR for a new Cosmetology and Retail Building.

	REQUIRED	NOT REQUIRED
BONDING REQUIREMENTS*		

Statutory Performance Bond

X

Statutory Payment Bond

X

FORMS:

A. Non-Collusion Affidavit

X

B. Statutory Performance Bond for phase one

X

C. Statutory Payment Bond for phase one

X

*Bonds in the amount of construction price will be required at the time the GMP is accepted

INSURANCE:

- | | |
|-----------------------------|--------------------------|
| A. General Liability | \$5,000,000 |
| B. Automobile | \$1,000,000/per accident |
| C. Professional Liability | N/A |
| D. Statutory Worker's Comp. | <u>Required</u> |
| E. Course of Construction | <u>Required</u> |

QUALIFICATIONS MUST BE SIGNED BY AN OFFICER OF THE COMPANY AUTHORIZED TO ENTER INTO CONTRACTS.

TABLE OF CONTENTS

I.	SCOPE OF SERVICES	
	A. General Information	4
	B. Professional Services	5-6
	C. Submittal Requirements	6-7
II.	CRITERIA FOR CONSTRUCTION MANAGER SELECTION	
	A. General Information	7
	B. Submittal Format	7-10
III.	CONTRACT DEVELOPMENT	
	A. General	10
	B. Insurance Requirements	11-13
	C. Financial Stability	13
IV.	SCOPE OF THE PROJECT	
	A. General Information, Architect,	14-15
	B. Location	15-16
	C. Attachments	15
	1. Forms	
	Statutory Performance Bond	16
	Statutory Payment Bond	17
	Non-Collusion Affidavit to be completed and returned with Qualifications	18

I. SCOPE OF SERVICES

A. GENERAL INFORMATION

It is Eastern Arizona College's intent to provide a new 15,300 sf cosmetology and 8,100 sf retail building adjacent to the existing college campus. The new buildings will consist of new classrooms and support spaces for the cosmetology program, new men and women's restrooms, grey shell space for future tenants, and new parking lot and site improvements. The cosmetology program is expected to start in the fall semester of 2025. The estimated cost of construction will be \$10 million.

The CMAR shall provide pre-construction services during the design phase of the project and serve as the general contractor during the construction of the project. Upon completion of the design, the CMAR will assume the risk of delivering the project through a guaranteed maximum price (GMP) contract.

At a time when the plan and specification modifications are complete, the CMAR and the Owner will agree on the construction budget and provisions regarding drawings, specifications, general, supplementary, and other conditions, alternatives, allowances, and construction time. The CMAR, who may or may not self-perform work, will be responsible for construction means and methods and for delivery of the completed work in accordance with the contract.

This Request for Qualifications (RFQ) outlines the basic requirements for this project to provide interested Construction Managers with a common understanding of the scope of services required for the project. Eastern Arizona College (College) Facilities Management will coordinate the services required of the Construction Manager at Risk (CMAR).

Please note: Members of the project team listed in the firm's submittal may not be removed from the project team without the prior written consent of the College.

The proposed schedule for the submittal reviews, notification and interviews is as follows:

Activity	Date
Advertise in newspapers	03/14/2024
Release RFQ	03/14/2024
Deadline for Submittals	04/01/2024 at 3:00PM Arizona Time
Select and Notify Firms for Interviews	04/08/2024
Conduct Interviews if needed	04/22/2024
Announce Selection (pending Board approval)	05/10/2024 ** unless Special board meeting
Board Approval	
Award of Notification	

B. PROFESSIONAL SERVICES

1. CONTRACT

Per ARS 41-2578, E: "The procurement officer shall enter into separate negotiations for the contract with the highest qualified person or firm for the professional services or construction services. The negotiations shall include consideration of compensation and other contract terms that the officer determines to be fair

and reasonable to this state.”

2. SCOPE OF SERVICE

The CMAR's services shall be in two phases for each component of the project: The Preconstruction Phase and the Construction Phase. (Although College will award this contract for both phases, it reserves the right to terminate the contract at the end of the Preconstruction Phase.) The total project has a construction budget of approximately \$ 10 Million which shall include the CMAR's preconstruction phase fee, and the Guaranteed Maximum Price (GMP). (The GMP shall include the CMAR's construction phase fee.) The CMAR shall work closely with the Owner and Architect during the Construction Documents phase to ensure the above budget is not exceeded. The GMPs shall be provided at the point where the contract documents are approximately 75% complete. The total of both GMPs shall not exceed the project construction budget. The CMAR will be responsible for: 1) ensuring that project is completed within the approved budget, 2) ensuring that the project is completed within the approved schedule, 3) ensuring that the project conforms to the College Facilities Standards, and 4) providing the following services:

- a) By **May 31st 2024** ([about 4 to 6 weeks after CMAR is awarded](#)), the successful bidder will present College an evaluation of the adequacy of the project budget.
- b) Per Scope of work, develop a Construction Management plan including cost and time parameters, protocol, and a complete management information system.
- c) Establish, monitor, and enforce a construction schedule.
- d) Provide value engineering and constructability reviews as requested by College. within the overall design parameters
- e) Prepare complete, line-item project cost estimates for 75 % Construction Documents and reconcile these estimates with the architect's and College's estimates.
- f) Prepare Instructions to Bidders for subcontractor bids. (Architect will prepare all other bid documents, including General Conditions and Division I specifications.)
- g) Assist in the preparation of early bid packages, if determined to be beneficial by the team.
- h) Organize the project into multiple bid packages if necessary to maximize bidding and scheduling efficiencies;
- i) Recommend a schedule for procurement of long-lead items required to meet the projects schedule;
- j) Arrange for early procurement of materials and equipment, if determined to be beneficial by the team;
- k) Prequalification and selection of select subcontractors to assist during design completion as determined by the team;
- l) Analyze Graham County construction market and promote project to obtain maximum bid competition.
- m) Identify, qualify, and recommend selection of subcontractors for bid list. All subcontracted work shall be competitively bid.
- n) Manage and evaluate subcontractor bidding.
- o) Arrange for procurement of materials and equipment.
- p) Schedule and manage site operations throughout the required phases.
- q) Organize the work to minimize operations impact and user disruptions.
- r) Coordinate construction operations with the Owner.
- s) Provide, quality control.
- t) Bond and insure the construction;
 - u) Address the Owners concerns with quality.
 - v) Ensure Confidentiality throughout the project.

- w) For major elements of the work, the CMAR would normally self-perform, secure two qualified competitive bids. If the CMAR wishes to bid on a project or an element, its bid will be number three and they all will be opened by the Owner. The Owner shall participate in opening and evaluating these elements of the work. With Owner approval, award and administer the subcontract and material purchases.
- x) Establish and maintain a project financial status reporting system.
- y) Provide on-site services:
 - i. Coordinate subcontractors and consultants.
 - ii. Create, monitor, and enforce the construction schedule.
 - iii. Analyze, negotiate and process change orders, for College and Architect's approval.
 - iv. Prepare project reports, minutes, and schedules.
 - v. Develop and implement a quality assurance plan.
 - vi. Maintain the record document set.
 - vii. Assist Architect in preparing punch list for each trade or subcontractor and assist in substantial completion and final completion inspections.
 - viii. Prepare contractor payment applications and obtain partial lien releases from each subcontractor who performed work in the prior pay period.
 - ix. Accept responsibility for contractor safety programs.
 - x. Coordinate building commissioning.
 - xi. Coordinate and facilitate preinstallation meetings.
 - xii. Provide other services normally provided by the general contractor.
- z) Provide all closeout documents including warranties, operating and maintenance Provide all closeout documents including warranties, operating and maintenance manuals, and as-built drawings in editable, electronic format (e.g. AutoCAD).
- aa) Manage the transfer of building operation to Owner.

C. SUBMITTAL REQUIREMENTS

1. Questions concerning this RFQ package should be addressed to the Eastern Arizona College Business Administration Division, via email – gerald.schmidt@eac.edu : technical questions will be forwarded by Business Administration Division to the appropriate staff member. All questions received will be answered in a timely manner, or via written addendum.
2. **One Original copy and one digital file (USB Drive)** of the submittal must be presented to Business Administration Division, **615 N College Ave, Thatcher AZ, 85552**. Please make submittals in an envelope clearly marked: **"RFQ 24 001 Construction Manager at Risk Services for Cosmetology and Retail Building,"** followed by the name of the submitter.

Submittals must be received in the Business Administration Division, 615 N College Ave, Thatcher AZ, 85552 , no later than 3:00PM ARIZONA TIME on April 1st, 2024. No submittals will be received after this date and time.

3. The Selection Committee will be conducting interviews, if needed the week of April 22nd, 2024.

II. CRITERIA FOR CONSTRUCTION MANAGER SELECTION

A. GENERAL INFORMATION

1. Selection of the CMAR will be at the discretion of College and College reserves the right to reject any or all submittals. Following the evaluation of the submittals, College will conduct discussions with not more than five persons or firms regarding the contract and the relative methods of

approach for furnishing the required renovation construction services. All submitters will be notified whether or not they have been chosen as finalists. After the review process and successful negotiations, the selected firm will be recommended to the Graham County Community College District Governing Board.

2. This solicitation does not commit or obligate College to pay any costs incurred in the preparation, presentation or return of submittals including interview time or to select any responding party.
3. Each submitter, by making its submittal, is deemed to have waived any claims for damage by reason of the selection of another submitter and/or the rejection of his submittal.
4. A Selection Committee will evaluate all qualifications to determine the finalists. The Selection Committee reserves the right to conduct interviews as an option in the selection process. A final selection will be made based upon qualifications and any interviews conducted and the following rated information in Sections 1-8.

B. SUBMITTAL FORMAT

The following criteria will form the basis for selection of a CMAR for this project:

The submittal must adhere to the following order and response length. A "page" is limited to one side of an 8-1/2 by 11 inch sheet of paper:

Optional: Cover letter addressed to Gerald Schmidt, Purchasing Manager.

Note: the above information **does not** substitute for providing complete information in sections **1.0** through **8.0** below.

Section 1.0 - Company Description (one page maximum, five points)

1. Name of firm
2. Location of principal (contact) and branch offices
3. Type of Proprietorship: Individual, Partnership, Corporation, LLCs and other types of entities (If Partnership, list names of all partners. If Corporation, give name of state in which corporation is registered and provide names of President, Secretary, Treasurer.)
4. List all applicable contractor's license number(s)
5. Name of bonding company
6. Total bonding capacity
7. Length of time in business
8. Other available services

Section 2.0 - Proposed Project Team (eight pages maximum, twenty points)

1. List specific personnel proposed for the project team to indicate the project assignment, role or area of responsibility of each individual and hours per month per position. Also state the current assignments for personnel proposed for the project, and the average percentage of each person's time available for this project during the duration of the project. A Man Power Staffing Plan will be required for this contract and the owner must approve any substitute personnel.
2. Provide an organization chart graphically indicating how the firm would staff and structure the proposed team for Pre-Construction and Construction Phases of the Project. Include delegation of responsibility and assignment of authority, and interaction points with the Owner and Architect. Differentiate between Home Office and field personnel.
3. Provide a resume of each proposed team member, specifically stating the experience and qualifications of individual personnel in providing Pre-construction and/or Construction Services. Include at least three client and three architect references for each proposed team member.
4. Members of the project team listed in the firm's submittal may not be removed from the project team without the prior written consent of College.

Section 3.0 - Self-Performed Work (optional)

Work with Own Forces - Indicate which elements of work your firm would propose to perform with its own forces. Describe your experience of performing similar self-performed work in the trade area of the Project during the last three (3) years.

Section 4.0 – Approach (six pages maximum, twenty points)

Provide a brief narrative of the approach to the following issues:

- Communication (provide a chart showing proposed lines of communication among Owner, Architect and CMAR Firm).
- Cost Control during design and renovation construction.
- Mechanical and electrical cost management
- Value engineering
- Scheduling
- Qualification of Sub-contractors (**College prefers to use local subcontractors**).
- Bid phase administration team breakdown.
- Name of onsite construction superintendent
- Describe Duties and responsibilities.
- Describe your Safety Program
- Change order procedures and negotiations.
- Describe how allowances and contingencies are handled.
- Describe how submittals and RFI's are handled.
- Final start-up, testing and occupancy.
- As-built and O & M procedure
- Building Commissioning
- Coordination of pre-installation and regular meetings

Section 5.0 - Project Experience (eight pages maximum, twenty points)

1. List the following for *all* CMAR projects in progress or completed in the past three years.
(Verify that all names, addresses, and phone numbers are current. Any reference called that is not current will be considered a negative response.)

Project Name
Owner, Address, Contact
Architect, Address, Contact
Project Cost (budget, GMP, and final)
Completion Date (scheduled, substantial, and final)
Project Size (s.f.)
Project Type (new construction, renovation, addition, etc.)
Project Director (person responsible to the owner for the overall success of the project)
Project Manager (person responsible for coordinating the day-to-day work of the CMAR team)
Other Key Team Members (name and responsibility)
2. In how many of the above projects did the contractors enter into litigation or arbitration with the Owner?
3. Has the firm ever entered litigation or arbitration with the Owner? **If so, please explain.**

Section 6.0 – Firm Size and Work Load (one page maximum, five points)

List current projects in progress, their size, phase, and estimated time of completion. Include significant projects on hold, which may become active during this project. List the firm's total number of staff and their responsibilities (e.g. 2 project directors, 4 project managers, 1 scheduler, 1 project estimator, 3 construction inspectors). Where staff members regularly perform multiple tasks, include them in the most responsible position for which they spend at least 25% of their time. Provide a chart showing the percentage of the firm's total work-hour capacity that your current work represents and estimate the percentage of the total work-hour capacity that this project would represent.

Section 7.0 - Schedule (one page maximum, ten points)

The college desires to have the Cosmetology and Retail Building complete by July 1, 2025. Provide the firm's interpretation of the desired schedule. If, in the firm's judgment, the firm cannot provide the normal standard of professional service within the attached schedule, present an alternate schedule and an explanation of why the enclosed schedule does not work.

Section 8.0 – Contract Service (one page maximum, fifteen points)

Is the firm locally owned and operated? If not, how will the firm provide the contracted services; how will you implement your project approach described in Section 4.0 above? (College cannot provide office space or equipment for the CMAR.) An on-site construction trailer will be provided by the Contractor for the duration of construction activities.

In addition, without indicating your costs, provide a definition of what would be covered under:

III. CONTRACT DEVELOPMENT

A. GENERAL

1. Upon execution of the contract, a copy of this RFQ will be attached to the contract and all conditions of this RFQ will become conditions of the contract unless specific conditions of the RFQ are deleted by other terms of the contract.
2. The CMAR's fee will be negotiated per ARS 41-2578 E, **after** the CMAR has been selected as the most qualified. (Do not submit a fee proposal with your response to this RFQ.) The fee will be based on the services requested in this RFQ and shall be submitted according to Section I.B.2. as Preconstruction and Construction phase services.

B. INSURANCE REQUIREMENTS

The CMAR firm, at the CM's own expense, shall purchase and maintain the herein stipulated minimum insurance with companies duly licensed to do business in the State of Arizona with policies and forms satisfactory to the College and possessing a current A.M. Best, Inc. Rating of at least A-VII.

All insurance required herein shall be maintained in full force and effect until all work required to be performed under the terms of the Contract is satisfactorily completed and formally accepted; failure to do so may, at the sole direction of College, constitute a material breach of this Contract.

The CMAR's insurance shall be primary insurance, and any insurance or self-insurance maintained by College shall not contribute to it.

Any failure to comply with the claim reporting provisions of the policies or any breach of an insurance policy warranty shall not affect coverage afforded under the policy to protect College.

All policies, except Workers' Compensation, shall contain a waiver of transfer rights of recovery (subrogation) against College, its agents, representatives, directors, officers, and employees for any claims arising out of the CMAR's work or service.

The insurance policies may provide coverage, which contains deductibles or self-insured retentions. Such deductible and/or self-insured retentions shall not be applicable with respect to the coverage provided to College under such policies. The CMAR shall be solely responsible for deductible and/or self-insured retention and College, at its option, may require the CMAR to secure the payment of such deductible or self-insured retentions by a surety bond or an irrevocable and unconditional letter of credit.

The insurance policies, except Workers' Compensation, required by this Contract shall name College, its agents, representatives, officers, directors, officials, and employees as Additional Insured.

1. REQUIRED COVERAGE

a) General Liability

CMAR shall maintain Commercial General Liability insurance with a limit of not less than \$5,000,000 for each occurrence with a \$5,000,000 Products and Completed Operations Aggregate and \$5,000,000 General Aggregate Limit. The policy shall be endorsed to include a separate designated construction project general aggregate limit applicable to this project with a per project limit of \$5,000,000. The policy shall include coverage for bodily injury, broad form property damage, personal injury, products/completed operations and blanket contractual coverage including, but not limited to, the liability assumed under the indemnification provisions of this Contract.

Such policy shall contain a severability of interest provision and shall not contain a sunset provision or commutation clause, or any provision that would serve to limit third party action over claims.

The Commercial General Liability additional insured endorsement shall include coverage for CMAR's operations and products and completed operations.

If required by this Contract, the CMAR subletting any part of the work, services or operations awarded to the CMAR shall purchase and maintain, at all times during prosecution of the work, services or operations under this Contract, an Owner's and CMAR's Protective Liability insurance policy for bodily injury and property damage, including death, which may arise in the prosecution of the CMAR's work, service or operations under this Contract. Coverage shall be on an occurrence basis with a limit not less than \$5,000,000 per occurrence, and the policy shall be issued by the same insurance company that issues the CMAR's Commercial General Liability insurance.

b) Automobile Liability

CMAR shall maintain Commercial/Business Automotive Liability insurance with a combined single limit for bodily injury and property damage of not less than \$1,000,000 each occurrence with respect to the CMAR's owned, hired, and non-owned vehicles assigned to or used in performance of the CMAR's work. Such insurance shall include coverage for loading and offloading hazards. If hazardous substances, materials, or wastes are to be transported, MCS 90 endorsement shall be included and \$1,000,000 per accident limits for bodily injury and property damage shall apply.

c) Workers' Compensation

This CMAR shall carry Workers' Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction of CMAR's employees engaged in the performance of the work; and Employer's Liability insurance of not less than \$1,000,000 for each accident, \$1,000,000 disease for each employee, and \$1,000,000 disease policy limit.

In case any work is subcontracted, the CMAR will require the Subcontractor to provide Workers' Compensation and Employer's Liability to at least the same extent as required of the CMAR.

d) Builder's Risk (Property) Insurance

The CMAR shall purchase and maintain, on a replacement cost basis, Builder's Risk insurance in the amount of the initial Contract Amount as well as subsequent modifications thereto for the entire work at the site. Such Builder's Risk insurance shall be maintained until final payment has been made or until no person or entity other than College has an insurable interest in the property required to be covered, whichever is earlier. This insurance shall include interests of College, the CMAR, and all Subcontractors and Sub-Subcontractors in the work during the life of the Contract and course of construction and shall continue until the work is completed and accepted by College. The CMAR agrees to assume full responsibility for loss or damage to the work being performed and to the buildings under construction.

Builder's Risk insurance shall be on an all-risk policy form and shall also cover false work and temporary buildings and shall insure against risk of direct physical loss or damage from external causes including debris removal, demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's service and expenses required as a result of such insured loss and other soft costs as required by the Contract.

Builder's Risk insurance must provide coverage from the time any covered property becomes CMAR's control and/or responsibility, and continue without interruption during construction or installation, including any time during which the covered property is being transported to the construction or installation site, and while on the construction or installation site awaiting installation. The policy will provide coverage while the covered premises or any part thereof are occupied. Builder's Risk insurance shall be primary and not contributory.

Required coverage may be modified by an amendment to the Contract Documents.

2. CERTIFICATES OF INSURANCE

Prior to commencing services under this Contract, CMAR shall furnish College with Certificates of Insurance, or formal endorsements as required by the Contract, issued by CMAR's insurer(s), as evidence that policies providing the required coverages, conditions and limits required by this Contract are in full force and effect. College shall not be obligated, however, to review same or to advise CMAR of any deficiencies in such policies and endorsements, and such receipt shall not relieve CMAR from, or be deemed a waiver of College's right to insist on, strict fulfillment of CMAR's obligations under this Contract.

In the event any insurance policy(ies) required by this contract is(are) written on an Accidents and Sickness basis, coverage shall extend for two years past completion and acceptance of the CMAR's work or services and as evidenced by annual Certificates of Insurance.

If a policy does expire during the life of the contract, a renewal certificate must be sent to College thirty (30) days prior to the expiration date.

All Certificates of Insurance required by this Contract shall be identified with a bid serial number and title.

3. CANCELLATION AND EXPIRATION NOTICE

Insurance evidenced by these certificates shall not expire, be canceled, or materially changed without thirty (30) days prior written notice to College.

- C. **FINANCIAL STABILITY:** If requested, prior to contract negotiation and award, provide documentation to substantiate the financial stability of the firm to undertake this project.

IV. SCOPE OF THE PROJECT

A. GENERAL INFORMATION

Eastern Arizona College's District Offices are located in Thatcher, Arizona, a beautiful rural area with easy access to arid as well as mountainous recreation. The College is located approximately 125 miles northeast of Tucson and 165 miles southeast of Phoenix. EAC is a comprehensive community college offering five associate degrees across nearly 50 programs of study. Eastern Arizona College was established in 1888 and is the oldest member of the Arizona Community College system and is fully accredited by The Higher Learning Commission.

Understanding of Scope of Work

Eastern Arizona College seeks to construct a new Cosmetology and Retail Building on the Thatcher Campus. The College has worked with SPS+ Architects to design a concept and site plan for the buildings.

ARCHITECT

Eastern Arizona College has contracted with SPS+ Architects for the architectural services on this project. The Architectural Team working on this project, will be working closely with the Owner's project manager and the chosen CMAR.

SPS+ ARCHITECTS, LLP
8681 East Via de Negocio | Scottsdale, AZ 85258
P (480) 991-0800

C. LOCATION:

The project is located on the Eastern Arizona College Thatcher Campus, 615 North Stadium Avenue, Thatcher, AZ 85552

D. ATTACHMENTS:

1. Forms
 - Statutory Performance Bond
 - Statutory Payment Bond
 - Non Collusion Affidavit to be completed and **returned with Qualifications**

STATUTORY PERFORMANCE BOND

PURSUANT TO A.R.S. SECTION 41-2574

(Penalty of this bond must be 100% of the contract amount)

KNOW ALL MEN BY THESE PRESENTS:

THAT, _____ (hereinafter called Principal), as
Principal, and _____ a corporation organized and existing under the
laws of the State of _____, with its principal office in the City of _____,
(hereinafter called the Surety), as Surety, are held and firmly bound unto Graham County Community College District (hereinafter
called the Obligee),

in the amount of _____ (Dollars) (\$ _____) , for the
payment whereof, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors and
assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written contract with the Obligee, dated the _____ day of
_____, 20_____, for the material, service or construction described as:

which contract is hereby referred to and made a part hereof as fully and to the same extent as if copied at length herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal shall faithfully
perform and fulfill all the undertakings, covenants, terms and conditions and agreements of said contract during the original term
of said contract and any extension thereof, with or without notice to the Surety and during the life of any guaranty required under
the contract, and shall also perform and fulfill all the undertakings, covenants, terms, conditions, and agreements of any and all
duly authorized modifications of said contract that may hereafter be made, notice of which modifications to the Surety being
hereby waived; then the above obligations shall be void, otherwise to remain in full force and effect.

The prevailing party in a suit on this bond shall recover as part of his judgment such reasonable attorneys' fees as may
be fixed by a judge of the Court.

Witness our hands this _____ day of _____, 20_____.

Principal

Seal

By _____

Surety

Seal

By _____

Agency of Record

Seal

STATUTORY PAYMENT BOND

PURSUANT TO A.R.S. SECTION 41-2574

(Penalty of this bond must be 100% of the contract amount)

KNOW ALL MEN BY THESE PRESENTS:

THAT, _____ (hereinafter called Principal), as
Principal, and _____, a corporation organized and existing under the
laws of the State of _____, with its principal office in the City of
_____,

(hereinafter called the Surety), as Surety, are held and firmly bound unto Graham County Community College District (hereinafter
called the Obligee),

in the amount of _____ (Dollars) (\$ _____), for
the

payment whereof, the said Principal and Surety bind themselves, and their heirs, administrators, executors, successors and
assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has entered into a certain written contract with the Obligee, dated the _____ day of
_____, 20_____, for the material, service or construction described as:

Which contract is hereby referred to and made a part hereof as fully and to the same extent as if copied at length herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal shall promptly pay
all monies due to all person supplying labor or materials to him or his subcontractors in the prosecution of the work provided for
in said contract, then this obligation shall be void, otherwise to remain in full force and effect.

PROVIDED, HOWEVER, that this bond is executed pursuant to the provisions of A.R.S. Section 41-2574, and all
liabilities on this bond shall be determined in accordance with the provisions of the Section, to the extent as if it were copied at
length herein.

The prevailing party in a suit on this bond shall recover as part of his judgment such reasonable attorneys' fees as may
be fixed by a judge of the Court.

Witness our hands this _____ day of _____, 20_____.

Principal Seal

By _____

Surety Seal

By _____

Agency of Record Seal

State of)
) ss
County of)

_____, affiant, the _____
(Title)

(Contractor)

the person(s), corporation, or company who makes the accompanying Proposal, having first been duly sworn, deposes and says:

That such Proposal is genuine and not sham or collusive, nor made in the interest or behalf of any person not herein named, and that the Bidder has not directly or indirectly induced or solicited any other Bidder to put in a sham bid, or any other person, firm, or corporation to refrain from bidding, and that the Bidder has not in any manner sought by collusion to secure for itself an advantage over any other Bidder.

(Title)

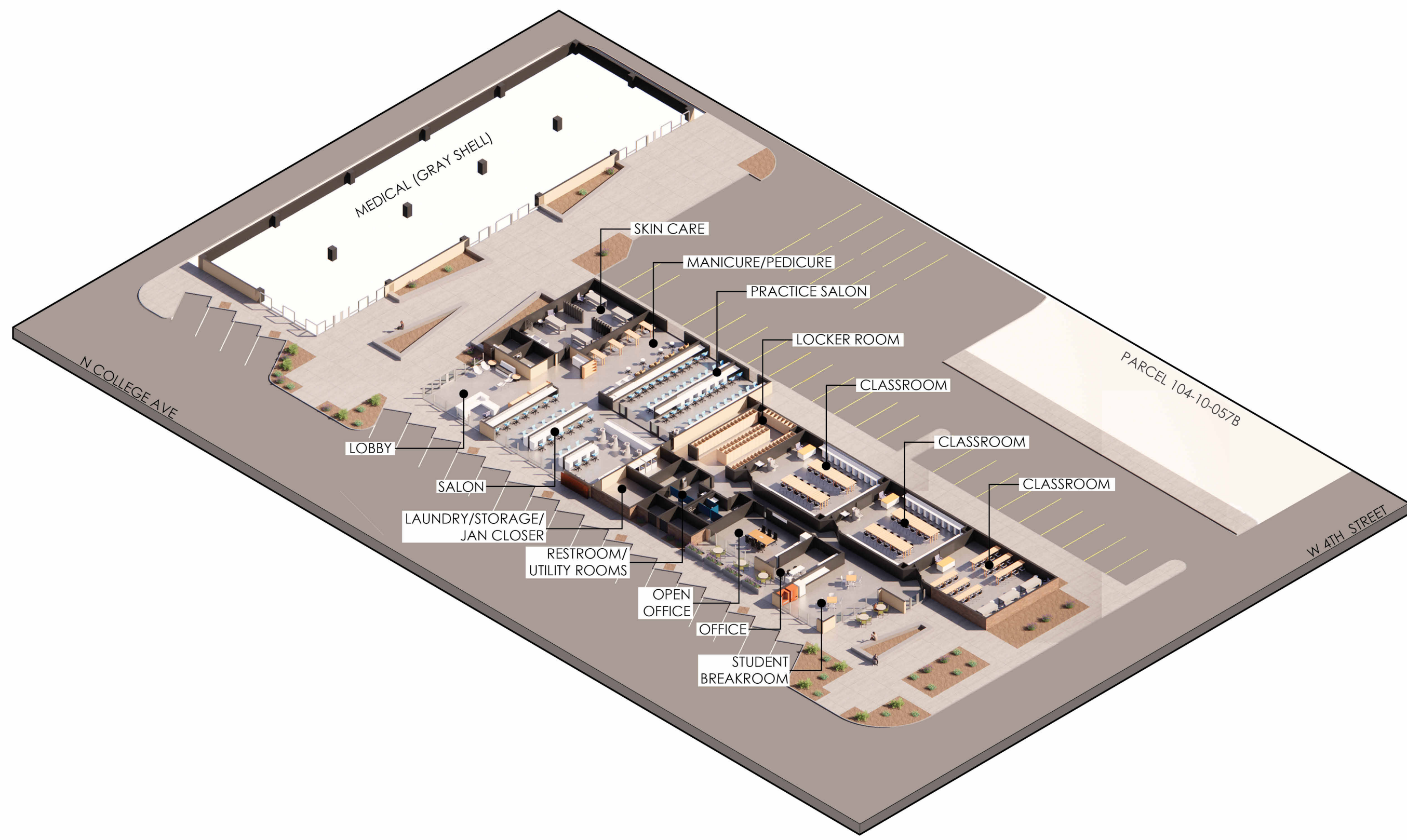
Subscribed and sworn to before me

this _____ day of _____, 20____.

Signature of Notary Public in and for the

County of _____, State of _____

(Seal)



NEW COSMO AND RETAIL BUILDING

EASTERN ARIZONA COLLEGE









Consider Courses/Curricula¹

RECOMMENDATION

Resolve to approve courses and curricula as presented.

BACKGROUND INFORMATION----- VICE PRESIDENT WOOD

Per GCCCD Regulation 6110.01, all new courses and curricula must be approved by the District Governing Board and published in the catalog.

ATTACHMENTS FOR CONSIDERATION

New Course Proposals

EMT 224 *Prehospital Critical Care Provider*

Course Modifications

EMT 201 *Advanced Emergency Medical Technician I*

EMT 202 *Advanced Emergency Medical Technician II*

¹The District Governing Board considers:

- new courses, curricula, and certificates,
- deleted courses, curricula, and certificate programs, and
- changes to courses which affect faculty loads such as, changes in credits awarded for classes and lecture/lab ratios.

NEW COURSE PROPOSALS

If approved, these courses will be added to Eastern Arizona College's master course bank and possibly published in the catalog.

Dept./No.	Course Title	Credits
<i>EMT 224</i>	<i>Prehospital Critical Care Provider</i>	<i>5 QS</i>

The Prehospital Critical Care Provider course is designed to prepare paramedics and RNs to function as critical care transport team members. Critically ill or injured patients requiring transport between facilities need a different level of care from hospital or emergency field patients. This course provides students with knowledge of the special assessment techniques and needs of the critical care patient, the ability to operate and troubleshoot critical care transport equipment and develops the skills necessary to maintain the stability of the critical care patient during transport.

COURSE MODIFICATIONS

If approved, these course modifications will be made to Eastern Arizona College's master course bank and possibly published in the catalog.

Dept./No.	Course Title	Credits
<i>EMT 201</i>	<i>Advanced Emergency Medical Technician I</i>	<i>7</i>

Change in credits from 9 to 7; lecture/lab ration from 9/0 to 5/4; prerequisites; change in status to make active effective Summer 2024.

EMT 201 was made inactive in 2009 due to the phasing out of the mid-level Intermediate (I99) certification training in the State of Arizona. The mid-level provider curriculum was recently revised by the National Registry of EMT's and was added back to the AZDH Statutes and Rules in September 2023. We have seen an increase in interest for the AEMT certification course and would like to reactivate the course prefix, but update the name, credits, and curriculum to meet the new AZDHS and NHTSA standards.

Dept./No.	Course Title	Credits
<i>EMT 202</i>	<i>Advanced Emergency Medical Technician II</i>	<i>9</i>

Change in credits from 8 to 9; lecture/lab ration from 9/0 to 3/17; prerequisites; change in status to make active effective Summer 2024.

EMT 202 was made inactive in 2009 due to the phasing out of the mid-level Intermediate (I99) certification training in the State of Arizona. The mid-level provider curriculum was recently revised by the National Registry of EMT's and was added back to the AZDH Statutes and Rules in September 2023. We have seen an increase in interest for the AEMT certification course and would like to reactivate the course prefix, but update the name, credits, and curriculum to meet the new AZDHS and NHTSA standards.

Consider Contracts

RECOMMENDATION

Resolve to authorize the President, or personnel designated by the President, to negotiate and sign contracts and agreements with external entities as presented.

BACKGROUND INFORMATION----- **VICE PRESIDENT WELKER**

As members of the Board are aware, GCCCD Policy 2010.00 mandates the following in relation to contracts entered into in behalf of the District:

- ◆ The Board be apprised of all operational and service contracts in excess of \$50,000;
- ◆ The Board approve all intergovernmental agreements;
- ◆ Subject to budgetary guidelines and policies approved by the Board, the College President is authorized to approve all other operational contracts, educationally-related service delivery agreements, covenants, bonds, etc.



Heston Welker
Vice President of Administration

To: President Haynie

Date: March 6, 2024



Executive Summary of Contracts

During the next 8-12 weeks the District will be in the process of negotiating and completing agreements with various external entities. Programs and services provided and used will continue unchanged in concept from prior years. Once written understanding is reached, it is advantageous to proceed with the agreements so that necessary attorney's signatures and filings can be completed prior to any mandated deadlines.

It is recommended that the Board authorize President Haynie, or personnel designated by the President, to negotiate contracts and sign agreements with the following external entities for 2024-2025 in accord with provisions of GCCCD Policy 2010.00.

Anthology / ERP Software Solutions

Purpose:	ERP Software Solutions
Term:	July 1, 2022 until terminated
Amount:	\$2,836,480.00
Funding:	GCCCD General Operating Budget
Type:	Service Agreement
Action:	
Comments:	

Anthology / ERP Implementation

Purpose:	ERP Implementation
Term:	July 1, 2022 until July 1, 2024
Amount:	\$2,247,500.00
Funding:	GCCCD General Operating Budget
Type:	Service Agreement
Action:	
Comments:	

Arizona Board of Regents for Arizona State University, University of Arizona, and Northern Arizona University

Purpose:	Exchange of student information among the three state universities and the ten state community college districts
Term:	July 1, 1997 until terminated or revised
Amount:	N/A
Funding:	N/A
Type:	Intergovernmental agreement
Action:	Prior Authorization – No New Board Action Requested
Comments:	In order to better serve students and to comply with reporting requirements, the state universities and community colleges must be able to share information regarding students served by each. This IGA permits that interaction to occur without violating any Family Education Rights and Privacy Act (FERPA) requirements.

Purpose:	Conduct educational programs to promote Discovery Park Campus
Term:	July 1, 2021 through June 30, 2024
Amount:	\$60,000
Funding:	University of Arizona
Type:	Educational Outreach Agreement
Action:	Information Item – No Board Action Requested

Comments: This agreement will help to promote an educational outreach program in Southeastern Arizona, and particularly Graham County. This will help facilitate the guided educational visits to the Gov Aker Observatory facility, partner with the local Desert Sky Gazers Astronomy Club, conduct astronomy-related outreach activities for students in primary, junior high, high school, and college. This agreement will provide improved awareness of the astronomy, ecology, and wildlife management related to the Mount Graham International Observatory (MGIO) for the benefit and education of the public.

Arizona Board of Regents for Arizona State University, University of Arizona, and Northern Arizona University (cont.)

Purpose: Educational partnership agreement with Arizona State University
Term: July 1, 2018 through January 1, 2025
Amount: N/A
Funding: N/A
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: To provide students with baccalaureate education beyond EAC.

Purpose: To maximize Eastern Arizona College's resources and expertise to increase educational attainment and student success by strengthening the statewide postsecondary ecosystem through collaborate endeavors, including: boosting the college-going rate, serving more adults that have some college but no degree, increasing graduation rates, increasing the value of high-quality credentials, and developing and securing data and technical capacities between institutions to facilitate this work.

Term: December 15, 2023 through October 31, 2028

Amount: N/A

Funding: N/A

Type: Intergovernmental Agreement

Action: **Prior Authorization – No New Board Action Requested**

Comments: The Arizona Attainment Alliance, also known as A++, is a partnership between Northern Arizona University, the Arizona Commerce Authority, and all ten Arizona Community College Districts. The College will participate in two of the initiatives developed by the A++ Taskforce, namely the Universal Admissions initiative and the Milestones initiative. Both support the College's strategic plan, specifically the initiatives to develop a strategic enrollment plan and enhance program offerings.

Arizona Board of Regents (ABOR)

Purpose: To enable Eastern Arizona College to participate in the Spouses and Dependents of Law Enforcement Officers Tuition Scholarship program authorized to be administered by the Arizona Board of Regents (ABOR).
Term: Effective from the date of the final signature of the parties for a period of three (3) years (estimated to be March 14, 2024 through June 30, 2027). The parties may extend the Agreement at any time by mutual written consent.
Amount: To be determined
Funding: ABOR
Type: Intergovernmental Agreement
Action: **Board Action Requested**
Comments: This scholarship program is for spouses and dependents of law enforcement officers who enroll in programs that will award a career technical education district program certificate or license, a private vocational program as defined in A.R.S. §32-3001, an associate degree, or a baccalaureate degree.

Arizona Department of Corrections

Purpose: Vocational/Occupational educational services for ASPC-Safford
Term: July 1, 2023 through June 30, 2026
Amount: \$647,848
Funding: ADC and GCCCD Operating Budgets
Type: Operational Contract

Action: **Prior Authorization – No New Board Action Requested**
Comments: Establishes vocational and occupational educational programs to inmates assigned to Graham, Tonto, and Ft. Grant Units.

Purpose: Offender Work program on the Thatcher Campus
Term: March 6, 2020 through March 5, 2025
Amount: To be determined
Funding: GCCCD General Operating Budget
Type: Intergovernmental agreement
Action: **Information Item – No Board Action Requested**
Comments: This contract allows use of inmate labor from ASPC-Safford for five years. Inmates provide grounds-keeping services to the College's maintenance department.

Purpose: Vocational/Occupational educational services for ASPC-Florence/Globe
Term: July 1, 2023 – June 30, 2024
Amount: \$165,000.00
Funding: Arizona Department of Corrections
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: Establishes vocational, occupational, or technical educational programs to inmates assigned to ASPC-Florence/Globe

Arizona Department of Economic Security

Purpose: DES Data Share Agreement
Term: February 15, 2018 through February 14, 2028
Amount: To be determined
Funding: GCCCD Operating Budget
Type: Operational Agreement
Action: **Information Item – No Board Action Required**
Comments: This agreement allows EAC to receive data from DES for Carl Perkins Basic Grant Accountability Reports.

Arizona Department of Education

Purpose: General Statement of Assurances
Term: March 1, 2024 through February 28, 2025
Amount: N/A
Funding: N/A
Type: Grants Administration
Action: **Information Item – No Board Action Required**
Comments: The General Statement of Assurances is an agreement that certifies that the District guarantees accountability to the United States and to the State of Arizona that it will comply with all applicable Federal and State regulations governing the financial assistance awards granted to the District.

Arizona School Alliance for Workers' Compensation (The Alliance)

Purpose: Workers' compensation insurance
Term: July 1, 2024 through June 30, 2025
Amount: To be determined (2023-2024 amount was \$79,791)
Funding: GCCCD Operating Budget
Type: Operational Contract
Action: **Information Item – No Board Action Required**
Comments: This contract provides workers' compensation insurance for the District.

Arizona School Risk Retention Trust, Inc. (The Trust)

Purpose: Property and casualty insurance
Term: July 1, 2024 through June 30, 2025

Amount: To be determined (2023-2024 amount was (\$348,402)
Funding: GCCCD Operating Budget
Type: Operational Contract
Action: **Prior Authorization – No New Board Action Required**
Comments: This contract provides property and casualty insurance for the District.

Canvas by Instructure

Purpose: Learning Management System (software)
Term: June 1, 2024 through May 31, 2026
Amount: To be determined (Previously was \$495,248.89)
Funding: GCCCD Operating Budget
Type: Operational Contract
Action: **Information Item – No Board Action Required**
Comments: This contract provides for delivery of online education to students.

CBIZ

Purpose: Compensation and Benefit consulting
Term: 4/1/2022 until terminated
Amount: \$111,000 plus compensations
Funding: GCCCD Operating Budget
Type: Operational Contract
Action: **Information Item – No Action Required**
Comments: This Agreement provides the terms for CBIZ providing compensation and benefits consulting including strategic planning, open enrollment, wellness strategies, carrier renewals, vendor management, annual reporting, and other services to produce quality enrollments for staff and streamline efficiency for benefit administration for human resources.

Chinle Unified School District

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs (Gear-UP III) Partner
Terms: January 1, 2019 through September 30, 2024
Amount: \$1,357,056
Funding: U.S. Department of Education
Type: Grant
Action: **Prior Authorization – No New Board Action Requested**
Comments: This is a Partner Intergovernmental Agreement associated with the Gear Up III Grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education.

Cobre Valley Institute of Technology

Purpose: Educational services to school districts in the CVIT District
Term: July 1, 2023 through June 30, 2026
Amount: Varies/To be determined
Funding: GCCCD Operating Budget
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: Contracts with CVIT (Cobre Valley Institute of Technology) to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

CoBro Consulting

Purpose: Program data management and evaluation services
Term: Upon signing through September 30, 2024
Amount: \$53,700
Funding: GCCCD General Operating Budget

Type: Grant – GEAR UP III
Action: **Information Item – No Board Action Required**
Comments: This contract pertains to program data management and evaluation services for the GEAR-UP III grant.

Cochise County Community College (CCC)

Purpose: Offering courses and services outside of the Graham County Community College District
Term: July 1, 2024 through June 30, 2025
Amount: N/A
Funding: N/A
Type: Intergovernmental Agreement
Action: **Requesting Board Approval**
Comments: This agreement will allow EAC to offer courses at the Arizona State Prison Complex in Douglas, Arizona which is in Cochise County. This agreement satisfies the conditions set forth under ARS §15-1470 for EAC offering these courses and services outside of its district in other districts within this state.

Core Construction

Purpose: Renovate Mark Allen Dorm/Activities Center
Term: August 1, 2023 through May 31, 2024
Amount: Not yet determined
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item-Board already approved**
Comments: CMAR Construction Manager At Risk for renovation projects

Coursedog

Purpose: **Software for academic scheduling, event scheduling and curriculum management and course catalog.**
Term: November 27, 2023 through November 26, 2028
Amount: \$121,482
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item – No Board Action Required**
Comments: This software will integrate into the Anthology system and provide users with a satisfactory solution for event and academic scheduling and can help with curriculum management and the annual Catalog.

Duncan Unified School District

Purpose: **Dual Enrollment**
Term: July 1, 2023 until June 30, 2026
Amount: Varies/TBD
Funding: Department of Education
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: This agreement will allow the GCCCD to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

EAAC

Purpose: Facility lease agreement to offer the EAC Cosmetology Program
Term: July 1, 2024 through December 31, 2025
Amount: \$225,000
Funding: GCCCD Operating Budget

Type: Facility Lease Agreement
Action: **Information Item – No Board Action Required**
Comments: This contract provides for the facility and equipment rental to offer the EAC Cosmetology Program to Eastern Arizona College students.

Eastern Arizona College Foundation, Inc.

Purpose: Coordination and assistance in the operation, accounting, and management of EAC's long range multi-year fund raising and alumni involvement programs
Term: July 1, 2024 Through June 30, 2025
Amount: \$316,752
Funding: GCCCD General Operating Budget
Type: Operational Agreement
Action: **Information Item – No Board Action Required**
Comments: This contract is necessary to establish a contractual relationship between EAC and the Foundation, and delineate responsibilities of each.

Ellucian CampusLogic, Inc.

Purpose: Financial Aid Software
Term: December 31, 2020 through December 30, 2024
Amount: \$164,360
Funding: GCCCD Operating Budget
Type: Operational Contract
Action: **Information Item – No Board Action Required**
Comments: This Agreement provides applications to help guide underserved students through the financial aid process.

Enterprise Fleet Management

Purpose: Vehicle lease agreement
Term: January 29, 2021 until terminated
Amount: \$656,680.40, and varies thereafter if program is continued
Funding: GCCCD Operating Budget
Type: Vehicle Lease Agreement
Action: **Information Item – No Board Action Required**
Comments: This agreement would allow the District to update its fleet with newer, safer vehicles that would have better fuel usage and cost less in maintenance fees.

Ferrilli

Purpose: Consulting Services for ERP
Term: June 30, 2022 until July 31, 2024
Amount: \$168,000
Funding: GCCCD General Operating Budget
Type: Contract
Action: **Information item – No Board Action Required**
Comments: This agreement is for project management services to implement the Anthology ERP System.

Fire Engine Red

Purpose: Customer Relationship Management System (CRM)
Term: February 1, 2021 through December 31, 2024
Amount: \$66,000
Funding: GCCCD Operating Budget
Type: License Agreement
Action: **Information Item – No Board Action Required**
Comments: Fire Engine Red will provide technology to manage our interaction with existing, past, and

potential students and other stakeholders. The CRM should help us retain our current students, and ultimately drive enrollment growth.

Fort Thomas Unified School District

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs (Gear-UP III) Partner
Terms: January 1, 2019 through September 30, 2024
Amount: \$223,200
Funding: U.S. Department of Education
Type: Intergovernmental Agreement/Grant
Action: **Prior Authorization – No New Board Action Requested**
Comments: This is a Partner Intergovernmental Agreement associated with the Gear Up III Grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education.

Purpose: **Dual Enrollment**
Term: July 1, 2023 until June 30, 2026
Amount: Varies/TBD
Funding: Department of Education
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: This agreement will allow the GCCCD to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

Gila County Provisional Community College District

Purpose: Educational services in Gila County
Term: June 26, 2019 through June 30, 2025
Amount: To be determined
Funding: Gila County and GCCCD Operating Budget
Type: Intergovernmental agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: This contract will allow EAC to provide educational services in Gila County. It also sets Gila County's required level of funding.

Gila Institute for Technology (GIFT)

Purpose: Education services to Graham and Greenlee County school districts
Term: July 1, 2023 through June 30, 2026
Amount: To be determined
Funding: GCCCD Operating Budget
Type: Intergovernmental agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: Eastern Arizona College contracts with GIFT (Gila Institute for Technology) to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

Globe Unified School District

Purpose: **Dual Enrollment**
Term: July 1, 2024 until June 30, 2025
Amount: Varies/TBD
Funding: Department of Education
Type: Intergovernmental Agreement
Action: **Requesting Board Approval**
Comments: This agreement will allow the GCCCD to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs (Gear-UP III) Partner
Terms: January 1, 2019 through September 30, 2024
Amount: \$624,960
Funding: U.S. Department of Education
Type: Grant
Action: **Prior Authorization – No New Board Action Requested**
Comments: This is a Partner Intergovernmental Agreement associated with the Gear Up III Grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education.

Graham County

Purpose: This agreement provides for emergency and non-emergency dispatch services.
Term: July 1, 2022 through June 30, 2025
Amount: \$16,940.00 per year with possible increases yearly based on changes to the West Region Consumer Price Index
Funding: GCCCD General Operating Budget
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: The College has a need for emergency and non-emergency dispatch services twenty-four (24) hours a day, seven (7) days a week, and Graham County has the ability to provide us with this service.

Greenlee County Board of Supervisors

Purpose: Educational services in Greenlee County
Term: July 1, 2024 through June 30, 2025
Amount: To be determined
Funding: Greenlee County and GCCCD Operating Budgets
Type: Intergovernmental Agreement
Action: **Requesting Board Approval**
Comments: This contract will allow the GCCCD to offer educational services in Greenlee County. It also sets Greenlee County's required level of funding.

Liblime, a division of PTFS, Inc.

Purpose: Library Software
Term: January 1, 2022 until December 31, 2027
Amount: \$39,818.52
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item – No Board Action Required**
Comments:

Link-Systems International, Inc. – Net Tutor

Purpose: Offline and online tutoring
Term: Term ends once 1,000 hours of service has been used
Amount: \$27,000
Funding: GCCCD General Operating Budget/Grant
Type: Operational contract
Action: **Information Item – No Board Action Required**
Comments: This contract provides offline and online tutoring services to students.

Miami Unified School District

Purpose: **Dual Enrollment**

Term: July 1, 2024 until June 30, 2025
Amount: Varies/TBD
Funding: Department of Education
Type: Intergovernmental Agreement
Action: **Requesting Board Approval**
Comments: This agreement will allow the GCCCD to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs (Gear-UP III) Partner
Terms: January 1, 2019 through September 30, 2024
Amount: \$441,936
Funding: U.S. Department of Education
Type: Intergovernmental Agreement/Grant
Action: **Prior Authorization – No New Board Action Requested**
Comments: This is a Partner Intergovernmental Agreement associated with the Gear Up III Grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education.

Microsoft (CDW-G)

Purpose: Azure/Microsoft 365 License Software
Term: March 1, 2024 until February 28, 2027
Amount: \$92,263
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item – No Board Action Required**
Comments: This licensing agreement allows us to maintain our Microsoft products on campus as well as in the cloud.

Morenci Unified School District

Purpose: Dual Enrollment
Term: July 1, 2023 until June 30, 2026
Amount: Varies/TBD
Funding: Department of Education
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: This agreement will allow the GCCCD to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

Northern Arizona Vocation Institute of Technology

Purpose: Education services to Apache and Navajo County school districts
Term: July 1, 2023 through June 30, 2024
Amount: To be determined
Funding: GCCCD Operating Budget
Type: Intergovernmental agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: Eastern Arizona College will be negotiating contracts with NAVIT (Northern Arizona Vocational Institute of Technology) to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

Payson Unified School District

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs

Terms: (Gear-UP III) Partner
January 1, 2019 through September 30, 2024
Amount: \$722,448
Funding: U.S. Department of Education
Type: Grant
Action: **Prior Authorization – No New Board Action Requested**
Comments: This is a Partner Intergovernmental Agreement associated with the Gear Up III Grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education.

Pima Unified School District

Purpose: Dual Enrollment
Term: July 1, 2023 until June 30, 2026
Amount: Varies/TBD
Funding: Department of Education
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: This agreement will allow the GCCCD to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs
(Gear-UP III) Partner
Terms: January 1, 2019 through September 30, 2024
Amount: \$232,128
Funding: U.S. Department of Education
Type: Intergovernmental Agreement/Grant
Action: **Prior Authorization – No New Board Action Requested**
Comments: This is a Partner Intergovernmental Agreement associated with the Gear Up III Grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education

Safford Unified School District

Purpose: **Dual Enrollment**
Term: July 1, 2023 until June 30, 2026
Amount: Varies/TBD
Funding: Department of Education
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: This agreement will allow the GCCCD to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs
(Gear-UP III) Partner
Terms: January 1, 2019 through September 30, 2024
Amount: \$1,039,392
Funding: U.S. Department of Education
Type: Intergovernmental Agreement/Grant
Action: **Prior Authorization – No New Board Action Requested**
Comments: This is a Partner Intergovernmental Agreement associated with the Gear Up III Grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education.

Snowflake Unified School District

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs
(Gear-UP III) Partner

Terms: January 1, 2019 through September 30, 2024
Amount: \$789,408
Funding: U.S. Department of Education
Type: Intergovernmental Agreement/Grant
Action: **Prior Authorization – No New Board Action Requested**
Comments: This is a Partner Intergovernmental Agreement associated with the Gear Up III Grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education.

Softdocs SC LLC

Purpose: For contract and other form approval and tracking
Term: October 1, 2023 until terminated
Amount: \$106,042.00
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item- No Board Action Required**
Comments: This software will allow EAC to integrate content, forms, and ERP data to automatically route our data where it needs to go to increase efficiency, workflow processes, and save time and communication gaps between departments.

SPS+ Architects

Purpose: Master Facilities Plan for the New Cosmetology Building
Term: November 15, 2022 until terminated
Amount: \$510,500
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item – No Board Action Required**
Comments: Architects shall provide full-service architectural design, structural, mechanical/plumbing, and electrical engineering and construction administration services for the GCCCD.

Purpose: Master Facilities Plan for the Activities Center Remodel
Term: November 15, 2022 until terminated
Amount: \$208,180
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item – No Board Action Required**
Comments: Architects shall provide full-service architectural design, structural, mechanical/plumbing, and electrical engineering and construction administration services for the GCCCD.

Purpose: Master Facilities Plan for the Mark Allen Dorm
Term: November 15, 2022 until terminated
Amount: \$188,180
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item – No Board Action Required**
Comments: Architects shall provide full-service architectural design, structural, mechanical/plumbing, and electrical engineering and construction administration services for the GCCCD.

Sparklight

Purpose: Internet provider
Term: November 1, 2023 through November 1, 2028
Amount: \$130,800
Funding: GCCCD Operating Budget
Type: Service Agreement

Action: **Information Item – No Board Action Required**
Comments: This service agreement provides an upgrade to the College's internet bandwidth, by providing us a larger internet capacity and faster connections.

Thatcher Unified School District

Purpose: **Dual Enrollment**
Term: July 1, 2023 until June 30, 2026
Amount: Varies/TBD
Funding: Department of Education
Type: Intergovernmental Agreement
Action: **Prior Authorization – No New Board Action Requested**
Comments: This agreement will allow the GCCCD to offer educational services in compliance with GCCCD Regulation 6200.01 (Contracting with High School Districts for Delivery of College Credit Classes).

Transact

Purpose: Accounts Receivable software
Term: December 1, 2023 until terminated
Amount: \$182,000
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item – No Board Action Required**
Comments: This is for a campus-wide Accounts Receivable Solution that brings all payments made to the Campus Store, Gila Hank Café, and Student Account Receivables under one point of sale system allowing every transaction to flow into the General Ledger.

Turnitin LLC

Purpose: Communicative Arts Software
Term: October 1, 2023 through September 30, 2026
Amount: \$60,419.74
Funding: GCCCD Operating Budget
Type: Service Agreement
Action: **Information Item – No Board Action Required**
Comments: This is a software program that promotes academic integrity and streamlines grading and feedback. It helps prevent plagiarism, improves student writing, and saves instructors time.

U.S. Department of Education – GEAR-UP

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs (Gear-UP III)
Terms: October 1, 2018 through September 30, 2024
Amount: \$1,116,000 each year for 6 years
Funding: U.S. Department of Education
Type: Grant
Action: **Information Item – No Board Action Required**
Comments: This is a grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education.

U.S. Department of Justice (Federal Bureau of Prisons)

Purpose: Vocational/Educational Services for Federal Bureau of Prisons
Term: February 4, 2020 through February 3, 2025
Amount: \$224,280
Funding: FCI
Type: Intergovernmental Agreement

Action: **Information Item – No Board Action Requested**
Comments: This contract is necessary to continue offering educational services at FCI – Swift Trail for the next fiscal year. It also sets the contribution level for the FCI.

Window Rock Unified School District

Purpose: Gaining Early Awareness and Readiness for Undergraduate Programs (Gear-UP III) Partner
Terms: August 1, 2020 through September 30, 2024
Amount: \$535,680
Funding: U.S. Department of Education
Type: Grant
Action: **Prior Authorization – No New Board Action Requested**
Comments: This is a Partner Intergovernmental Agreement associated with the Gear Up III Grant awarded to assist EAC in completing the approved activities and managing the Pathway to College project in accordance with the U.S. Department of Education.

Windstream

Purpose: Telephone Service Provider
Term: December 18, 2020 until terminated
Amount: \$79,861
Funding: GCCCD Operating Budget
Type: Operational contract
Action: **Information Item – No Board Action Requested**
Comments: This agreement is for telephone services.

Yavapai College

Purpose: Open educational resource (OER) alternative to costly textbooks
Term: September 1, 2021 through August 30, 2024
Amount: \$52,650
Funding: Grant – US Department of Education
Type: Grant-Sub-Recipient Agreement
Action: **Information Item – No Board Action Requested**
Comments: EAC is a sub-awardee of the federal grant Open Textbooks for Rural Arizona administered by Yavapai College.

Consider Board Policy and Administrative Regulation¹ ²

RECOMMENDATION

Resolve to approve the policies and regulation as presented.¹

BACKGROUND INFORMATION-----PRESIDENT HAYNIE

The following policies and regulation are presented for consideration.

Policy/Reg.	Title	Comment
2072.00	Hazing	<ul style="list-style-type: none">This is a new policy to comply with recently enacted laws requiring colleges to adopt a hazing prevention policy.
4300.01	Faculty Salary Schedule	<ul style="list-style-type: none">This regulation is being updated to modify the determining factors for load hours, adjusted loads and overloads, release time for non-teaching assignment for full-time faculty, pay rates for adjunct faculty, instructional services rates for clinical instructors, web course development, and instruction.
5220.00	Refund and Repayment of Tuition and Fees	<ul style="list-style-type: none">This policy is being updated to reflect that course fees, with certain exceptions, are now refundable.

The following regulations are for review only – no action requested.

Regulation	Title	Comment
2072.01	Hazing Prevention	<ul style="list-style-type: none">This new regulation was created to comply with recently enacted laws requiring colleges to outline hazing prevention procedures.
4020.08	Faculty Credentialing Guidelines	<ul style="list-style-type: none">This regulation is being updated to reflect new Higher Learning Commission (HLC) policies for credentialing faculty.
5810.02	Student Grievance Procedure – Academic Standards	<ul style="list-style-type: none">This regulation was modified to remove the references of Division Chairperson and add Academic Dean and/or Vice President of Academic and Student Affairs.
6110.04	Occupational Advisory Committees	<ul style="list-style-type: none">This regulation is being updated to reflect current practices for selecting and inviting committee members.

¹ Internal District Governing Board Operations addressing Board Policy and Administrative Regulation:

8120.00 Application of Policy: Except in rare and unusual circumstances the basis for all District Governing Board action shall be existing policy and/or new or revised policy.

8130.00 Formation/Definition of Policies: The District Governing Board recognizes its responsibility for making policy for the institution and the responsibility of the College President and his/her staff for the operation and administration of the College.

The District Governing Board expects the College staff and faculty to evaluate the effectiveness of the policies approved by the District Governing Board and to propose policies to the District Governing Board which they perceive would enhance College programs. To this extent the College staff and faculty will be involved in both the implementation and the proposed formulation of policies.

New policies desired by the staff or faculty should be proposed to the College President for review and recommendation to the District Governing Board with appropriate justification.

Policies and Regulations will be numbered with District Governing Board Policies being assigned integer numbers (e.g. Policy 0000.00) and Administrative Regulation implementing District Governing Board Policy with decimated numbers (e.g. Regulations 0000.01, 0000.02, etc.).

District Governing Board Policy will be defined as an expression of beliefs or judgments derived from an assessment of a set of values adopted by the District Governing Board as a guide to present and future action. Policy should be broad in scope because many decisions have to be made within the framework provided. Policy should be undetailed, clear, and concise. The two key items to be addressed by policy are “what” and “why.”

8140.00 Changing of Policies and Regulations: Policies and regulations are meant to serve the needs of the institution and to be flexible enough to meet the changing needs and developments of the College. Whenever policies or regulations are deemed to be inadequate, contradictory, or unclear, or handicap rather than facilitate the operation or development of the College, the College President shall provide for a review and evaluation of the policy or regulation under consideration and propose to the District Governing Board, amendments or substitutes for the adopted policy. Such new policies, when adopted, shall be incorporated in the policy manual.

The College President should regularly review all policies and regulations and evaluate the extent to which they facilitate the operation of the College.

8150.00 Formulation/Definition of Administrative Regulations: Administrative regulations and procedures for implementing District Governing Board policies shall be drafted by the College President or personnel designated by the College President and made available to all personnel concerned. In doing this, the advice of administrative officers, faculty and students should be sought.

Since administration is a function of the College President, these regulations and procedures need not be approved by the District Governing Board except as provided by law, but the District Governing Board reserves the right to review them whenever it deems necessary. The District Governing Board will be kept informed as to the content of, modifications and changes to the rules and regulations. All regulations shall be consistent with District Governing Board policy and must be approved by the College President.

Administrative Regulation will be defined as rules to implement District Governing Board Policy. Basically, administrative regulation will spell out the “how,” “when,” “where,” and “by whom” something is to be done.

² Proposed revisions to Policy and Regulation documents are identified as follows:

Change Type	Appearance
Replacement	Old Text
Insertion	New Text

Title	: Hazing	
Number	:	2072.00
Approved	:	03/14/24
Reference	: A.R.S §§13-1215, 13-1216, 15-2301	

The Graham County Community College District (GCCCD) prohibits hazing by any student, employee, or other person affiliated with GCCCD.

The President, or personnel designated by the President shall create, adopt, post, and enforce a hazing prevention regulation to comply with the above-referenced laws, and which shall be printed in every student handbook for distribution to parents and students. All students, faculty and staff must take reasonable measures within the scope of their individual authority to prevent violations of the Hazing Prevention regulation.



Title : Refund and Repayment of Tuition and Fees
Number :
Approved :
Reference : Federal Regulation 34 CFR 668, 682, 685

5220.00
08/13/13 03/14/24

Refundable tuition and fees are defined as general tuition and out-of-state tuition. All students who officially withdraw from the College or individual semester-length or short-term courses before the close of registration for the course will receive a full refund. ~~Students who withdraw from open entry/open exit courses after the term or semester in which the course is offered has begun will not receive a refund. Fees including assessment, class, lab and other special or miscellaneous Course fees, with the exception of fees for non-returnable opened materials (e.g. cosmetology kits), are not refundable.~~

All refunds and deposits that may be due a student will first be applied to debts that the student owes the College. When federal student aid is used to pay for tuition and fees, the refund will be made to the federal fund, not to the student.

When federal financial aid recipients totally withdraw from the College, federal regulations may require a percentage of federal aid funds disbursed to be returned by the federal financial aid recipient.

CANCELLED COURSES

When the College cancels a course, a full refund will be made for the cancelled course.

SPECIAL PROVISION REFUNDS

Students with extenuating circumstances may petition the Admissions and Academic Standards Appeals Committee for a prorated tuition refund. Extenuating circumstances shall be limited to the following:

1. Serious illness or injury-

Illness or injury qualifies for a Special Provisions Refund when the condition impeded the student's ability to attend class, submit assignments, or complete scheduled exams in a timely manner and causes the student to fall behind to the extent that the student's performance and grade will be impaired as a direct result of the illness or injury. Written verification is required from the student's physician, on the physician's letterhead, verifying that illness or surgery prevents the student from being able to attend classes, or that attending classes would jeopardize the health of other students in class.

2. Death of the Student or an immediate family Member

Qualifying family members shall include immediate family members i.e., father, mother, siblings, son, daughter, or spouse. The student must provide a death certificate or an obituary indicating the relationship to the deceased.

Any request for Special Provisions refund must be made in the same academic term as the withdrawal. Requests made after the academic term will not be considered.

Any Special Provisions refund granted will be prorated as follows:

The final withdrawal occurs within the first 25% of the academic term, 75% of tuition refunded.

The final withdrawal occurs within the first 50% of the academic term, 50% of tuition refunded.

The final withdrawal occurs within the first 75% of the academic term, 25% of tuition refunded.

The final withdrawal occurs after 75% of the academic term, no refund shall be made.

The student transcript will continue to show the classes registered for with a W grade, WOR will not be awarded as this may cause EAC to be out of compliance with Federal Financial Aid.

In the event any federal financial aid monies are to be returned to the government, those returns will be deducted from the refund and the student receives only what may be remaining.



Title : Refund and Repayment of Tuition and Fees
Number :
Approved :
Reference : Federal Regulation 34 CFR 668, 682, 685

5220.00
~~08/13/13~~ 03/14/24

OTHER REFUNDS

Students who wish to appeal the refund policy may do so by petitioning the Admissions and Academic Standards Appeals Committee. Petitions are submitted via GilaHank Online.

A student in the Armed Forces or the Arizona National Guard who is called to active duty and assigned to a duty station, verifiable by a copy of the orders, will be allowed to withdraw and receive a full refund of tuition provided courses have not been completed.

A student who receives a Special Provision or Active-Duty refund may also be granted a prorated refund for Residence Hall and Meal Ticket expenses.



The Graham County Community College District (GCCCD) prohibits hazing by any student, employee, or other person affiliated with GCCCD. Any solicitation to engage in hazing is prohibited, and aiding and abetting another person who is engaged in hazing is also prohibited. All students, faculty and staff must take reasonable measures within the scope of their individual authority to prevent violations of this Hazing Prevention Regulation.

A person commits “hazing” by:

1. Intentionally, knowing, or recklessly, for the purpose of preinitiation activities, pledging, initiating, holding office, admitting, or affiliating a minor or student into or with an organization or for the purpose of continuing, reinstating, or enhancing a minor’s or student’s membership or status in an organization, causes, coerces, or forces a minor or student to engage in or endure any of the following:
 - a. Sexual humiliation or brutality, including forced nudity or an act of sexual penetration, or both.
 - b. Conduct or conditions, including physical or psychological tactics, which are reasonably calculated to cause severe mental distress to the minor or student, including activities that are reasonably calculated to cause the minor or student to harm themselves or others.
 - c. The consumption of any food, nonalcoholic liquid, alcoholic liquid, drug, or other substance that poses a substantial risk of death, physical injury, or emotional harm.
 - d. An act of restraint, confinement in a small space or significant sleep deprivation.
 - e. Conduct or conditions that violate a federal or state criminal law and that pose a substantial risk of death or physical injury.
 - f. Physical brutality or any other conduct or conditions that pose a substantial risk of death or physical injury, including whipping, beating, paddling, branding, electric shocking, placing harmful substances on the body, excessive exercise or calisthenics or unhealthy exposure to the elements.
2. With the intent to promote or aid the commission of hazing, agreeing with one or more persons that at least one of them or another person will engage in hazing and one of the parties commits an overt act in furtherance of hazing.
3. Intentionally or knowingly engages in conduct that would constitute hazing if the attendant circumstances were as the person believes them to be.
4. Intentionally or knowingly does anything that, under the circumstances as the person believes them to be, is any step in a course of conduct planned to culminate in committing hazing.
5. Intentionally or knowingly engages in conduct that is intended to aid another to commit hazing, although the hazing is not committed or attempted by the other person.

This regulation shall not be construed to apply to reasonable and customary athletic events, contests or competitions that are sponsored by the College or the GCCCD, or to any activity or conduct that furthers the goals of legitimate educational curriculum, legitimate extracurricular or co-curricular programs or experiences, and law enforcement or military training programs.

It is not a defense to hazing if either of the following applies:

1. The victim or person against whom the hazing was directed, acquiesced, or consented, whether implied or expressed, to the conduct.



Title : Hazing Prevention

Number :

2072.01

Approved :

03/14/24

Reference : A.R.S. §§13-1215, 13-1216, 15-2301; GCCCD 2072.00

2. The conduct was sanctioned or approved by the organization or the College or the conduct was traditional and customary, or both.

All students and employees shall take reasonable measures within the scope of their individual authority to prevent violations of this regulation.

Complaints of hazing or alleged violations of this regulation by students or student organizations can be reported to the Vice President of Academic and Student Affairs for investigation in accordance with the Student Code of Conduct, all other college and GCCCD policies, and local and state laws.

If the Vice President of Academic and Student Affairs' office receives a report or complaint of an alleged hazing activity involving physical injury, threats of physical injury, intimidation, harassment or property damage, or any other conduct that appears to violate Arizona state law, the College will report such conduct to the Campus Police. The Campus Police will investigate, respond to, and report on the alleged hazing activity in accordance with all College, district, local, state, and federal guidelines, policies, and laws.

Should the proceedings outlined above substantiate an occurrence of hazing activity - where students or student organizations knowingly permitted, authorized, or condoned the hazing activity - the College can recommend the following sanctions against student clubs/organizations:

- a) **CENSURE:** Censure can include the required completion of a program designed with the intent of eliminating the hazing activity. The programs will be devised with the cooperation of all involved parties and monitored by the Vice President of Academic and Student Affairs' office.
- b) **PROBATION:** The student club(s)/organization(s) will be placed on probation for a specified period of time. Conditions of probation will be determined by the Vice President of Academic and Student Affairs' office and outlined in writing to the student club(s)/organization(s). The probationary term will be monitored by the Vice President of Academic and Student Affairs.
- c) **SUSPENSION:** The student club(s)/organization(s) will be suspended. The terms of the suspension can be defined in the sanction, including criteria the student club(s)/organization(s) must meet within a specified time to be considered for admission or renewal of college recognition status.
- d) **REVOCATION:** The student club(s)/organization(s) will have its status revoked, with the loss of all college associations, recognitions, and privileges. The national or international office of an organization, if so affiliated, will be requested to revoke the charter of an organization.

Alleged violations of the GCCCD hazing prevention regulation or interference with an investigation under this regulation by students or student organizations are subject to sanctions under the Student Code of Conduct. The Student Code of Conduct shall govern all proceedings involving such a complaint. Decisions arrived at as outcomes of the proceedings shall be final, pending the normal appeal process.

Any GCCCD faculty or staff member who knowingly permitted, authorized, or condoned the alleged hazing activity is subject to disciplinary action in accordance with college and GCCCD policies, and local and state laws.



Title : **Faculty Credentialing Guidelines**

Number :

4020.08

Approved :

09/21/16 03/14/24

Reference : **GCCCD 4010.00, 4010.01, 4010.03; 4300.01, Federal Regulations 29 CFR 553**

~~The College has established minimum requirements for employing qualified faculty. The College has determined that the degrees faculty hold have earned will provide the foundation for establishing and achieving knowing what students should learning outcomes in a specific discipline or field. Furthermore, the College also recognizes the value of “tested equivalent experience” as a basis for credentialing determining qualified faculty. “Tested Equivalent experience” implies a depth of experience outside of the classroom in real-world situations relevant to the discipline in which the faculty member is teaching. In establishing its Faculty Credentialing Guidelines, the College has incorporated the following minimum requirements for employing qualified faculty hallmarks and common expectations for faculty credentials that have emerged within the higher education community.~~

- Faculty teaching in higher education should have completed a significant program of study from a regionally accredited institution in the discipline they will teach and/or for which they will develop curricula, with substantial coursework at least one level above that of the courses being taught or developed, **or the faculty member should be making demonstrable, current, and consistent progress toward the academic credential.** Further, it is assumed that successful completion of a coherent degree better prepares a person than an unstructured collection of credit courses.
- Faculty teaching in undergraduate programs should hold a degree at least one level above that of the program in which they are teaching **or the faculty member should be making demonstrable, current, and consistent progress toward the academic credential.** (An AA transfer degree is considered part of a baccalaureate program.)
- Faculty teaching general education courses typically hold a ~~Master’s~~ degree or higher and should have completed a minimum of 18 graduate credit hours in the discipline in which they teach.
- Faculty teaching ~~some~~ occupational and/or personal enrichment/**activity** courses may provide evidence of industry certification and/or years of experience ~~successfully working~~ in the field in which they are teaching.
- Faculty with “~~tested equivalent~~ experience” must provide documentation **of industry certification and/or experience with rationale and office endorsements.**

Generally, the same qualifications ~~will be~~ used for employing part-time, adjunct, temporary, and dual enrollment faculty as are used in employing full-time permanent faculty.

I. Academic Fields

The faculty qualifications shown below are the minimum standards for hiring faculty at Eastern Arizona College who will be teaching in a specific academic field. They do not discriminate on the basis of sex, race, religion, creed, or national origin and are applied equally to all faculty members in a particular discipline, occupation, or program.

Qualifying Category	Degree Required	Required Coursework	Tested Equivalent Exp.	Lic./ Cert.	Other Req.	Teaching Load
Standard	Master’s WITH	18 graduate credit hours in teaching field	N/A	N/A	N/A	Full or Part-time general education courses and other transfer courses
Tested Equivalent Experience	Master’s WITH	Content sufficiently related to teaching field and/or	Experience outside the classroom relevant to the teaching field			Full- or Part-time general education courses and other transfer courses
Probationary	Bachelor’s or higher in teaching field	Making demonstrable, current, and consistent progress	N/A	N/A	Individual must meet the Standard qualification within an	Full- or part-time general education courses and other transfer courses



Title	: Faculty Credentialing Guidelines	
Number	:	4020.08
Approved	:	09/21/16 03/14/24
Reference	:	GCCCD 4010.00, 4010.01, 4010.03; 4300.01, Federal Regulations 29 CFR 553

		towards a Standard qualification			agreed upon number of years	
Special (for teaching non-transfer courses)	Bachelor's or higher in teaching field	N/A	N/A	N/A	N/A	Full or Part-time Non-transfer courses.
District Specific	May be granted upon approval of CAO					Part-time Non-AGEC courses.

II. Occupational Fields

The faculty qualifications shown below are the minimum standards for hiring faculty at Eastern Arizona College who will be teaching in a specific occupational field. They do not discriminate on the basis of sex, race, religion, creed of national origin and are applied equally to all faculty members in a particular discipline, occupation, or program.

Qualifying Category	Degree Required	Required Coursework	Tested Equivalent Exp.	Lic./ Cert.	Other Req.	Teaching Load
Standard	Master's WITH	18 graduate credit hours in teaching field	N/A	N/A	N/A	Transfer, or other, occupational courses
Tested Equivalent Experience	Master's WITH	Content sufficiently related to teaching field and/or	Experience outside the classroom relevant to the teaching field			Full- or Part-time general education courses and other transfer courses
Regular 1	Bachelor's AND	N/A	3 years in field to be taught	N/A	N/A	Transfer, or other, occupational courses
Regular 2	Associate's OR	64 credit hours AND	5 years in field to be taught	Current industry-recognized license or cert. in field to be taught	N/A	Transfer, or other, occupational courses
Regular 3	N/A	N/A	7 years in field to be taught	Current industry-recognized license or cert. in field to be taught	Supervisory or trainer experience	Transfer, or other, occupational courses
District Specific	May be granted upon approval of CAO Vice President of Academic and Student Affairs					Part-time Non-transfer occupational courses



Title : Faculty Salary Schedule

Number :

4300.01

Approved :

07/01/23 07/01/24

Reference : GCCCD 4010.00, 4010.01, 4010.03; Federal Regulations 29 CFR 554

GRAHAM COUNTY COMMUNITY COLLEGE DISTRICT

FACULTY SALARY SCHEDULE

July 1, 2024~~3~~ through June 30, 2025~~4~~

The College recognizes that quality of instruction is dependent upon the quality of the faculty. Therefore, a continued endeavor is made to discover, attract, and hold the best teaching talent available. Consistent with this policy, the following salary schedule is adopted, with the District Governing Board reserving the right to consider and modify annually this schedule.

The Salary Schedule is an index schedule with the steps as indicated. The basic requirement to be placed on Step 1 is a Master's Degree or equivalent. Steps down the schedule represent credit for longevity while steps across the schedule represent professional growth credits. The base salaries are determined by multiplying the index by the approved base salary amount.

STEP	M.A.		M.A. + 5		M.A. + 10		BASE SALARY M.A. + 15		M.A. + 20	
	INDEX	AMOUNT	INDEX	AMOUNT	INDEX	AMOUNT	INDEX	AMOUNT	INDEX	AMOUNT
1	1.00	\$46,256	1.02	\$47,181	1.04	\$48,106	1.06	\$49,031	1.08	\$49,957
2	1.06	\$49,031	1.08	\$49,957	1.10	\$50,882	1.12	\$51,807	1.14	\$52,732
3	1.12	\$51,807	1.14	\$52,732	1.16	\$53,657	1.18	\$54,582	1.20	\$55,507
4	1.18	\$54,582	1.20	\$55,507	1.22	\$56,432	1.24	\$57,358	1.26	\$58,283
5	1.24	\$57,358	1.26	\$58,283	1.28	\$59,208	1.30	\$60,133	1.32	\$61,058
6	1.30	\$60,133	1.32	\$61,058	1.34	\$61,983	1.36	\$62,908	1.38	\$63,833
7	1.36	\$62,908	1.38	\$63,833	1.40	\$64,759	1.42	\$65,684	1.44	\$66,609
8	1.42	\$65,684	1.44	\$66,609	1.46	\$67,534	1.48	\$68,459	1.50	\$69,384
9							1.54	\$71,234	1.56	\$72,159
STEP	M.A. + 25		M.A. + 30		M.A. + 35 or DR 30		M.A. + 40 or DR 35		M.A. + 45 or DR 40	
	INDEX	AMOUNT	INDEX	AMOUNT	INDEX	AMOUNT	INDEX	AMOUNT	INDEX	AMOUNT
1	1.10	\$50,882	1.12	\$51,807	1.14	\$52,732	1.16	\$53,657	1.18	\$54,582
2	1.16	\$53,657	1.18	\$54,582	1.20	\$55,507	1.22	\$56,432	1.24	\$57,358
3	1.22	\$56,432	1.24	\$57,358	1.26	\$58,283	1.28	\$59,208	1.30	\$60,133
4	1.28	\$59,208	1.30	\$60,133	1.32	\$61,058	1.34	\$61,983	1.36	\$62,908
5	1.34	\$61,983	1.36	\$62,908	1.38	\$63,833	1.40	\$64,759	1.42	\$65,684
6	1.40	\$64,759	1.42	\$65,684	1.44	\$66,609	1.46	\$67,534	1.48	\$68,459
7	1.46	\$67,534	1.48	\$68,459	1.50	\$69,384	1.52	\$70,309	1.54	\$71,234
8	1.52	\$70,309	1.54	\$71,234	1.56	\$72,159	1.58	\$73,085	1.60	\$74,010
9	1.58	\$73,085	1.60	\$74,010	1.62	\$74,935	1.64	\$75,860	1.66	\$76,785
10			1.66	\$76,785	1.68	\$77,710	1.70	\$78,635	1.72	\$79,560
11									1.78	\$82,336
STEP	M.A. + 50 or DR 45		M.A. + 55 or DR 50		M.A. + 60 or DR 55		DOCTORATE			
	INDEX	AMOUNT	INDEX	AMOUNT	INDEX	AMOUNT	INDEX	AMOUNT		
1	1.20	\$55,507	1.22	\$56,432	1.24	\$57,358	1.30	\$60,133		
2	1.26	\$58,283	1.28	\$59,208	1.30	\$60,133	1.36	\$62,908		
3	1.32	\$61,058	1.34	\$61,983	1.36	\$62,908	1.42	\$65,684		
4	1.38	\$63,833	1.40	\$64,759	1.42	\$65,684	1.48	\$68,459		
5	1.44	\$66,609	1.46	\$67,534	1.48	\$68,459	1.54	\$71,234		
6	1.50	\$69,384	1.52	\$70,309	1.54	\$71,234	1.60	\$74,010		
7	1.56	\$72,159	1.58	\$73,085	1.60	\$74,010	1.66	\$76,785		
8	1.62	\$74,935	1.64	\$75,860	1.66	\$76,785	1.72	\$79,560		
9	1.68	\$77,710	1.70	\$78,635	1.72	\$79,560	1.78	\$82,336		
10	1.74	\$80,486	1.76	\$81,411	1.78	\$82,336	1.84	\$85,111		
11	1.80	\$83,261	1.82	\$84,186	1.84	\$85,111	1.90	\$87,887		
12					1.90	\$87,887	1.96	\$90,662		
13					1.96	\$90,662	2.02	\$93,437		
14					2.02	\$93,437	2.08	\$96,213		
15					2.08	\$96,213	2.14	\$98,988		



Title : Faculty Salary Schedule

Number :

4300.01

Approved :

07/01/23 07/01/24

Reference : GCCCD 4010.00, 4010.01, 4010.03; Federal Regulations 29 CFR 554

I. Initial Placement on the Salary Schedule

A. Education and Occupational Experience

1. New occupational faculty without a Bachelor's Degree will be placed on the salary schedule at the MA Step 1 Level upon presentation of an Associate's Degree or at least sixty-four (64) semester hours and, in addition, five years of approved and verified occupational experience.
2. New occupational faculty with a Bachelor's Degree in the field to be taught will be placed on the salary schedule at the MA Step 1 Level upon presentation of three years of approved and verified occupational experience.
3. New faculty with a Master's Degree in the field to be taught and no teaching or occupational experience are initially placed on Step 1.
4. New faculty who hold a Bachelor's or Master's Degree may receive additional credit on the salary schedule for approved and verified, graduate semester credits, and/or occupational experience. Verified, graduate semester credits in the field to be taught will be credited on a one for one basis, to a maximum of thirty (30) graduate semester credits for new occupational faculty with only a Bachelor's Degree. New faculty who hold a Master's Degree may be credited with up to sixty (60) verified, graduate semester credits in the field to be taught. For occupational faculty, each additional full year of verified occupational experience in the field to be taught, beyond eleven (11), will substitute for five (5) graduate semester credits. The maximum placement on the salary schedule for a Bachelor's Degree person is the MA + Thirty (30), Step Six (6). Faculty without a Bachelor's Degree cannot be placed beyond the MA column.
5. New faculty whose Master's Degree required more than forty (40) graduate semester hours in education and/or in the field to be taught, may receive a 2.0% increase on the Base Index Number for each five (5) graduate semester hours above forty (40) graduate semester hours.
6. New faculty with an appropriate earned Doctorate in the field to be taught, as determined by the College President or personnel designated by the College President, and with no teaching or occupational experience, shall receive an amount equal to 130% of the Master's base salary.
7. New faculty whose Doctoral Degree required less than sixty (60) graduate hours will be placed at the Master's Degree level plus the number of accumulated graduate hours earned plus an additional 2% on the base index number.
8. New faculty may receive additional credit for steps on the salary schedule beyond MA Step 1 upon presentation of approved and verified teaching and/or occupational experience in the field to be taught. After initial placement on the salary schedule, as determined by criteria specified in I.A., applicable teaching or occupational experience may be credited for additional steps as follows:

Prior Teaching Experience

Step Placement

0 to .9 year	1
1 to 1.9 years.....	2
2 to 2.9 years.....	3
3 to 4.9 years.....	4
5 to 6.9 years.....	5
7 or more years	6



Title : Faculty Salary Schedule

Number :

4300.01

Approved :

07/01/23 07/01/24

Reference : GCCCD 4010.00, 4010.01, 4010.03; Federal Regulations 29 CFR 554

Prior Occupational Experience

Step Placement

0 to 1.9 years.....	1
2 to 3.9 years.....	2
4 to 5.9 years.....	3
6 to 7.9 years.....	4
8 to 9.9 years.....	5
10 or more years	6

9. New faculty will normally be placed on the schedule through Step 6. The College President may elect to place new faculty at any point on the schedule. Placement beyond the schedule requires approval of the College President and the District Governing Board.

II. Advancement Through the Salary Schedule for Professional Growth

A. Limitations to Advancement Through the Salary Schedule

1. Faculty without a Bachelor's Degree will not advance beyond the MA column.
2. No more than thirty (30) graduate semester credits will be credited to the salary schedule for occupational experience in the field to be taught (including any such graduate semester credits used for initial placement).
3. Faculty without a Master's Degree will not advance beyond the MA + 55 column.
4. Movement on the salary schedule will not be approved for advancement on the salary schedule in fields other than those for which faculty are under contract with the College.
5. A maximum of six (6) credits of undergraduate course work, related to the instructor's field of teaching, will be allowed for advancement on the salary schedule. Official transcripts must be furnished to the office of the Vice President of Academic and Student Affairs to verify successful completion.
6. Faculty may seek approval for a maximum of ten (10) graduate credits outside the teaching field to be applied to the salary schedule if these are clearly related to non-teaching assignments. Official transcripts must be furnished to the office of the Vice President of Academic and Student Affairs to verify successful completion.
7. Faculty will be granted 2.0% of the base salary for each five (5) hours of acceptable credit to the maximum specified in the approved faculty salary schedule.
8. Faculty whose Doctoral Degree does not result in an accumulation of at least sixty (60) graduate hours will be placed at the Master's Degree level plus the number of accumulated graduate hours earned plus an additional 2% on the Base Index Number.

B. Conditions for Advancement Through the Salary Schedule

1. All credits for advancement through the salary schedule must be recommended by the respective Academic Dean and the Vice President of Academic and Student Affairs and approved by the College President prior to completion of the educational activity.
2. Graduate credit will be awarded provided the courses are completed at a regionally accredited institution and an official transcript is furnished to the Office of the Vice President of Academic and



Title : Faculty Salary Schedule

Number :

4300.01

Approved :

07/01/23 07/01/24

Reference : GCCCD 4010.00, 4010.01, 4010.03; Federal Regulations 29 CFR 554

Student Affairs indicating satisfactory completion. Continuing Education (CE) credits will not be considered for advancement on the salary schedule.

3. Graduate credits applied to the salary schedule for Bachelor's Degree occupational faculty must either be in the instructor's major teaching area or part of an approved Master's program in the major teaching area. Advancement through the salary schedule for movement to the Doctorate Level must be part of an approved Doctorate program. An outlined sequence of specific courses leading to an advanced degree, including authorized signatures from the university, must be submitted in advance for approval. Official transcripts must be furnished to the office of the Vice President of Academic and Student Affairs to verify successful completion.
4. Occupational experience in the form of employment or certification will be credited at a rate of sixty (60) documented clock hours of activity equivalent to one (1) graduate semester credit to a maximum of thirty (30) graduate semester credits. In order to receive credit, an instructor must submit for approval to the respective academic dean and Vice President of Academic and Student Affairs, a description of the proposed occupational experience to be gained through the activity and the applicability to their instructional responsibility. Faculty will be awarded credit for employment for increasingly varied and broadened occupational experience applicable to their instructional responsibility. Faculty will be awarded for initial certification(s) that enhances instructional abilities. Credit for continued certification or certification required for employment will not be awarded. Appropriate verification of the occupational experience must be submitted to the Office of the Vice President of Academic and Student Affairs prior to the beginning of the next academic year. Occupational experience will only be credited to faculty whose teaching loads are comprised of at least 75% occupational courses.
5. Credit for academic experience directly related to teaching responsibilities may be awarded using the following guidelines. Prior approval for academic experience is not required; however, documentation must be presented as specified below in order to allow for evaluation for credit to be applied to the salary schedule.
 - a. Artistic Activity: Public exhibitions, concerts, dramatic presentations, recitals, productions, performances, and poetry/literary readings.
 - (1). Art Exhibits: An exhibit must be viewed in a public place such as a museum, art gallery, college, etc. It must be a juried show. Other acceptable activities may include a colloquium on the arts, published artwork, performances before a public audience, and jurying.
 - (2). Documentation: The event should be documented by media reviews and coverage, regional and national art publications, brochures, programs, and/or letters.
 - (3). Units: One unit equals 60 hours of documented activity including preparation time to a maximum of three (3) units per activity and six (6) total units. Units in excess of the maximum may be awarded in exceptional circumstances.
 - (4). Limitations: Vanity gallery, home exhibitions, or home performance are not acceptable. Credit will not be given in cases where faculty has received release time or pay from the College to carry out the activity. The activity must have been prepared during non-college time. Exception: Improvement Leave.
 - (5). Evaluation for Credit: Upon submission of necessary documentation as per II.B.5.a.2. the respective academic dean and Vice President of Academic and Student Affairs will evaluate the activity and recommend to the College President the amount of credit to be awarded, if any.



Title	: Faculty Salary Schedule	
Number	:	4300.01
Approved	:	07/01/23 07/01/24
Reference	: GCCCD 4010.00, 4010.01, 4010.03; Federal Regulations 29 CFR 554	

- b. **Publications and Other Printed Material:** The production of materials such as books, book reviews, musical scores, articles, stories, lab books and handbooks.
 - (1). **Types of Printed Material:** Items printed for use at EAC will be excluded unless reviewed and approved as per II.B.4. Printed material must be published in refereed journals, magazines, and other sources recognized and used by faculty in the field or with significant numbers of subscribers. The publication must be appropriate to the faculty person's discipline.
 - (2). **Documentation:** A copy of the printed material.
 - (3). **Units:** One unit for each sixty (60) hours of documented activity including preparation time to a maximum of three (3) units per activity and six (6) total units. Units in excess of the maximum may be awarded in exceptional circumstances.
 - (4). **Limitations:** Credit will not be given in cases in which faculty have received release time or pay from the College to carry out the activity. Credit will not be given for unpublished manuscripts. The publication must be appropriate to the faculty person's discipline. The activity must have been prepared during non-College time. Exception: Improvement Leave.
 - (5). **Evaluation for Credit:** Upon submission of necessary documentation as per II.B.5.b.2, the respective academic dean and Vice President of Academic and Student Affairs will evaluate the activity and recommend to the College President the amount of credit to be awarded, if any.
6. Providing conditions have been appropriately met, payment for approved salary credits will be paid at the time overload checks are issued in the initial year. In succeeding years, these credits will be reflected on the regular contract.

- C. Eastern Arizona College will provide up to \$200 per credit hour tuition and fees reimbursement for each approved credit hour earned toward movement on the College's faculty salary schedule to a maximum of twelve (12) credits annually and thirty (30) credits cumulative. Official transcripts and tuition and fee receipts must be furnished to the office of the Vice President of Academic and Student Affairs to verify successful completion.

III. Advancement Through the Schedule for Longevity

- A. Faculty without a Bachelor's Degree will not move beyond the MA column.
- B. Eligible faculty will be advanced through the steps of the salary schedule usually at the rate of one step per year, 6% of base salary, for satisfactory performance of assigned duties, subject to the following restrictions and exceptions.
 1. Steps allowed on the schedule are as follows:

a.	Masters	8 steps
b.	Masters + 15	9 steps
c.	Masters + 30	10 steps
d.	Masters + 45	11 steps
e.	Masters + 60	15 steps
f.	Doctorate	15 steps
 2. Faculty on improvement leave shall continue to advance through the schedule.



Title : Faculty Salary Schedule

Number :

4300.01

Approved :

07/01/23 07/01/24

Reference : GCCCD 4010.00, 4010.01, 4010.03; Federal Regulations 29 CFR 554

- C. The College President may hold faculty on step. For exceptional teaching and/or service to the College, the College President may advance faculty more than one step and may also advance faculty beyond the salary schedule in an amount not to exceed 15% of the Master's base salary.

IV. Determination of Adjusted Load Units **for Description of Load** and Overload **Requirements Calculations** for Full-time Faculty

- A. An adjusted semester load for full time faculty shall be determined as follows:

1. ~~Class sizes below 15 will receive a prorated adjusted load at a fraction of 15, unless guaranteed by the Vice President of Academic and Student Affairs. The majority of academic and CTE classes with fewer than 12 students on the Friday before classes start will be cancelled unless extenuating circumstances exist (e.g., auditions into choirs, orchestra, band, etc., have not yet taken place or enrollment in dual enrollment classes is still in progress). Academic Deans in consultation with the Vice President of Academic and Student Affairs may guarantee classes of fewer than 12 students for full load. For example, a class may be guaranteed if it is required by a degree program and is only taught once a year. Some allied health programs, like Radiologic Technology, may limit cohort size in response to available clinical sites. New courses may be guaranteed to give time to recruit and grow new courses and programs.~~

If a full-time faculty member's adjusted semester load is below 15 credits, the faculty member may be assigned additional duties using the Above and Beyond mechanism to meet their contractual responsibility.

2. ~~Adjusted Load for ENG 100, 101, 102, 260 and TEC 260 classes shall be computed at 1.3 load hours for each credit hour.~~
3. ~~Adjusted Load for classes designated as critical inquiry/intensive writing shall be computed at 1.15 load hours for each credit hour.~~
4. ~~If a full time faculty member's adjusted semester load is below 16, that individual's load may be supplemented up to a maximum of 16 and/or the faculty may be assigned additional duties.~~
25. ~~The Vice President of Academic and Student Affairs as designated by the College President, in consultation with the full time faculty, and the Academic Deans, shall determine load hours assigned in all circumstances not covered in 1 through 4 above.~~
3. **Depending upon market conditions, the College President may provide remuneration for instructional service for adjunct faculty and other part-time staff at rates beyond those specified in this schedule.**

- B. Overload Calculation for Full-time Faculty

1. ~~Unless approved by the College President, full-time faculty shall not~~ **can** be assigned overloads equivalent to ~~no~~ more than ten (10) **adjusted** load hours per semester. **Approval by the College President is required if a faculty member is required and/or agrees to teach an overload of more than ten (10) adjusted load hours per semester.**
2. An overload shall exist when more than ~~six~~ **fifteen (15)** adjusted load **hours units** are carried by one (1) full-time instructor in the fall semester and a cumulative total of more than ~~thirty-two (302)~~ in the spring semester.
3. ~~Faculty who have less than 16 load hours in the fall semester will not receive overload in the spring semester until they have met their contractual requirement of 32 load hours per academic year.~~
34. Overload rate unless otherwise specified is ~~\$888~~ **\$806** per **adjusted** load hour.



Title : Faculty Salary Schedule

Number :

4300.01

Approved :

07/01/23 07/01/24

Reference : GCCCD 4010.00, 4010.01, 4010.03; Federal Regulations 29 CFR 554

5. ~~A reduction in rate will be made for less than 15 students per class on official count. Formula: Rate X ALH X class size fraction.~~
6. ~~Academic Deans in consultation with the Vice President of Academic and Student Affairs may grant exceptions to minimum class size (e.g., new courses may be guaranteed to give time to recruit and grow programs).~~
7. ~~An overload equivalent to ten (10) load hours per semester may be assigned with approval from the President. Overload shall be assigned by the designated administrator.~~
48. Overload pay shall be authorized based on census day rolls in each semester in which it is incurred.

V. Release Time for Non-teaching Assignments for ~~Extra Duty Rates for Full-time Faculty~~

A. Band Director	8 credits of release time per year
B. Director of Choral Music	8 credits of release time per year
C. Drama Director	8 credits of release time per year
D. Drama Tech. Director	8 credits of release time per year
E. Music Theater Director	8 credits of release time per year
F. Orchestra Director	8 credits of release time per year
G. EMS Director	8 credits of release time per year
H. Assessment Coordinator	6 credits of release time per year
I. Assistant Nursing Director	4 credits of release time per year
J. Chemical Hygiene Officer	4 credits of release time per year

All other extra duties/projects will be assigned release time based on estimated time required to complete the responsibilities of the task or project as outlined and documented in the Above and Beyond mechanism.

INDEX

Base Salary = \$46,256		
A. Band Director	.08	\$3,700 + 4 ALH Year
B. Director of Choral Music	.08	\$3,700 + 4 ALH Year
C. Drama Director	.08	\$3,700 + 4 ALH Year
D. Drama Tech. Director	.08	\$3,700 + 4 ALH Year
E. EMS Director	.08	\$3,700 + 4 ALH Year
F. Music Theater Director	.08	\$3,700 + 4 ALH Year
G. Orchestra Director	.08	\$3,700 + 4 ALH Year
H. Web course Development and Instruction		
1. A stipend of \$500 per credit will be paid for development		\$500 per credit



Title	: Faculty Salary Schedule	
Number	:	4300.01
Approved	:	07/01/23 07/01/24
Reference	GCCCD 4010.00, 4010.01, 4010.03; Federal Regulations 29 CFR 554	

~~of a new online course comprised substantially of original content.~~
~~Stipends will be paid upon satisfactory completion and approval~~
~~from the Director of the Center for Teaching and Learning (CTL).~~
~~All stipends must be pre-approved by the Vice President of Academic~~
~~and Student Affairs.~~

~~I. Any additional extra duties will be paid by memo and pre-approved by the Vice President of Academic and Student Affairs.~~

VI. Pay Rates for Adjunct Faculty

All adjunct faculty who teach courses that transfer to universities or in degree or certificate programs shall be paid at a rate of \$888 per adjusted load hour for classes within a minimum of 10 students unless the course has been guaranteed. Adjunct faculty who teach activity courses shall be paid at a rate of \$888 per credit hour with a minimum of 10 students in Graham County and 8 students in Greenlee County.

VII. Web Course Development and Instruction

A stipend of \$500 per credit will be paid for development of a new online course comprised substantially of original content. Stipends will be paid upon satisfactory completion and approval from the Director of the Center for Teaching and Learning (CTL). All stipends must be pre-approved by the Vice President of Academic and Student Affairs.

VIII. Instructional Services Rates for Adjunct Faculty Clinical Instructors

- A. ~~Substitute and part time Instructors per contact hour~~ \$26.93
- B. ~~Summer College for Kids: Formula = student fees generated * .667~~
- C. ~~All adjunct faculty regardless of location (Graham, Greenlee, and Gila Counties) shall be paid at a rate of \$806 per load hour for classes with a minimum of 15 students unless otherwise specified.~~
- ~~1. Adjusted load hours for ENG 100, 101, 102, 260 and TEC 260 shall be paid at a rate of 1.3 calculated load.~~
 - ~~2. Adjusted load hours for classes designated as critical inquiry/intensive writing shall be paid at a rate of 1.15 calculated load.~~
 - ~~3. For class sizes of less than 15 students, instructors shall be paid based on enrollment on the last day to withdraw without record per the following formula:~~

$$\text{Pay} = \frac{(\$806)(ALH)(\text{Student Enrollment})}{15}$$
 - ~~4. Academic Deans in consultation with the Vice President of Academic and Student Affairs may grant exceptions to minimum class size (e.g., new courses may be guaranteed to give time to recruit and grow programs).~~
- D. ~~County Coordinator per student credit hour on official count.~~ \$5.49
- E. Nursing Clinical Instruction \$43.68/hour
- BF. Nursing Skills Lab \$36.40/hour
- CG. Didactic Clinical Instruction \$47.44/hour
- DH. Nursing Clinical Instruction (metropolitan areas) \$50.00/hour



Title : Faculty Salary Schedule

Number :

4300.01

Approved :

07/01/23 07/01/24

Reference : GCCCD 4010.00, 4010.01, 4010.03; Federal Regulations 29 CFR 554

~~I. Depending upon market conditions, the College President may provide remuneration for instructional service for adjunct faculty and other part time staff at rates beyond those specified in this schedule.~~

VIII. Other

- A. Other extra duties, not specified within this schedule, may be assigned to meet contractual obligations of the District. The conditions for these duties will be in accord with contract specifications.
- B. Eastern Arizona College reserves the right to guarantee classes.
- C. Eastern Arizona College reserves the right to combine classes when the designated administrator deems it academically appropriate. Combined classes, for purposes of load, will be considered as one class.

IX. Definitions

A. Load Hours

Load hours are based on the following:

- Lecture: Credit hours
- Online: Credit hours
- Lecture/Lab: ~~(Contact hour – credit hour) *2/3) + credit hour~~ **(Load Lab *.75) + (Load Lecture *1) (Adjusted Load Hour or ALH)**

~~B. Adjusted Load Hour (ALH)~~

~~Adjusted load hour is equivalent to load except for some English courses and intensive writing courses as described in section VI.~~

~~B. Student Credit Hour (SCH)~~

Credit awarded to student upon completion of a class.

~~C. Contact Hour~~

Period of time in which the instructor is in instructional contact with student(s) as prescribed by the approved course design.

~~D. Official Count~~

Full-time Faculty - Enrollment at the end of drop-add period for regular term classes. For open-entry/open-exit and short-term classes, 5 working days prior to the last day to withdraw from a class in accordance with the following formula: (Beginning SCH + SCH generated by students enrolled and participating in class 5 working days prior to the last day to withdraw from a class)/2.

~~E. Occupational Experience~~

Occupational, non-teaching work experience

~~F. Academic Experience~~

Academic, non-teaching work experience

~~G. Occupational Faculty~~

Faculty whose teaching load is at least 75% in an AAS degree or certificate program.



Title : Student Grievance Procedure – Academic Standards
Number :
Approved :
Reference : GCCCD 5810.01

5810.02
10/21/21 03/14/24

Students aggrieved by College actions of an academic nature shall have the opportunity for appeal.

The professional educator's qualifications and rights to determine academic standards are respected and accepted. The professional educator shall be accountable for establishing and maintaining appropriate academic standards for course work.

When a complaint about academic standards arises, with the exception of sexual harassment, the student shall subscribe to the following procedure to render the complaint legitimate. Complaints of sexual harassment should follow the procedure described in Graham County Community College District (GCCCD) Regulation 2075.01 - Procedures for Alleged Violations of the Title IX Sexual Harassment Regulations. The student's right for grievance shall be forfeited if the complaint is not addressed through the Official Review Process — Academic Standards. The Official Review Process — Academic Standards may not be applicable when services are delivered under the provisions of a negotiated contract. The appeal process does not suspend any actions which are being grieved.

Official Review Process - Academic Standards

Term	Definition
Days	Calendar days exclusive of weekends, semester breaks, and official holidays as identified in the current EAC Academic College Catalog
Complainant	Student complainant
Professional Educator	College professional educator(s) responsible for the program or action for which the student complainant has a grievance
Academic Affairs Officer	Campus official designated by the College President for oversight of academic affairs
Admissions and Academic Standards Appeals Committee	College committee charged with responsibility to advise the College President on policies, standards, rules and regulations for academic standards and student admission; and to serve as an appeals committee for grievances concerning academic standards
Academic Standard	All actions relating to grades, grading standards, professional educator conduct, materials presented in a classroom or adjunct by the professional educator, and professional educator discrimination against a student exclusive of discrimination as defined by Federal or State laws

Step I: The Complainant shall seek out, within five (5) days of the action, the Professional Educator so both parties may be afforded an opportunity to clarify facts and to reach a mutually acceptable solution.

Step II: If Complainant satisfaction is not achieved in Step I, the Complainant shall provide a written request for a meeting to the ~~Division Chairperson~~ **Academic Dean** responsible for oversight of the standards employed by the Professional Educator. Within five (5) days of receipt of the request the ~~Academic Dean~~ **Division Chairperson** shall arrange for a meeting to include the following individuals: the ~~Academic Dean~~ **Division Chairperson**, the Professional Educator, and the Complainant. The ~~Academic Dean~~ **Division Chairperson** shall attempt to mediate an acceptable solution.

Step III: If Complainant satisfaction is not achieved in Step II, the Complainant shall provide a written request for a hearing by the Admissions and Academic Standards Appeals Committee. The request shall articulate the complaint and shall be delivered to the **Vice President of Academic and Student Affairs Officer** within five (5) days after receiving a recommended solution as provided in Step II then forwarded to the Chair of the Admissions and Academic Standards Committee for review. Within ten (10) days of receipt of the request, but not less than three (3) days of receipt of request, the Chairperson of the Admissions and Academic Standards Appeals Committee shall arrange for a hearing. The Complainant, the Professional Educator and the ~~Academic Dean~~ **Division Chairperson** shall attend the hearing. Within ten (10) days of the



Title : Student Grievance Procedure – Academic Standards
Number :
Approved :
Reference : GCCCD 5810.01

5810.02
~~10/21/21~~ 03/14/24

conclusion of the hearing, the Chairperson of the Admissions and Academic Standards Appeals Committee shall set forth a written document addressing finding of fact and the decision reached by the Committee. Copies shall be addressed to the Complainant, the Professional Educator, the ~~Division Chairperson~~ **Academic Dean**, and the College President. Decisions made by the Admissions and Academic Standards Appeal Committee are binding.



Title : Occupational Advisory Committees
Number :
Approved :
Reference :

6110.04
07/01/03 03/14/24

Purpose and Role

The District's Occupational Advisory Committees shall be designed to provide private and public sector advice on:

1. Occupational curriculum and course content.
2. Employment opportunities and trends.
3. Technological changes.
4. Validation of job competencies in skills, knowledge, attitudes; and
5. Sources of donated equipment and student scholarships.

~~Unless otherwise approved, there shall be only one Occupational Advisory Committee for each degree or certificate program in the District.~~

Selection Criteria

Occupational Advisory Committee membership shall be representative of business and industry appropriate to the instructional program. Members are to be selected based on specific knowledge, expertise, and standing in their segment of business and industry. Membership shall be appropriately representative of both the public and private sectors.

Selection Procedure

Lead faculty, respective academic dean, or director, Vice President of Academic and Student Affairs, and the College President will coordinate efforts to propose, approve, and invite committee members. Detailed steps are outlined in the Occupational Advisory Committee Procedures and Guidelines.

- ~~1. In conjunction with appropriate occupational faculty, the Chief Occupational Officer shall develop recommendations for Occupational Advisory Committee membership for approval by the College President. Recommendations shall include the following information~~

~~* Name~~

~~* Title and Business~~

~~* Business address and phone number~~

~~* Occupational Advisory Committee assignment~~

~~* Occupational Advisory Committee team~~

~~* Brief description of applicable background identifying qualifications~~

~~* Letter of invitation~~

- ~~2. Upon review and approval of the College President, a letter of invitation (for appointment or re-appointment) will be sent to the proposed member under the cover of the College President.~~

Sample Letter of Invitation

Date

Salutation

Dear _____:

You have been highly recommended as an individual with experience and demonstrated competence in

_____.



Title : Occupational Advisory Committees
Number :
Approved :
Reference :

6110.04
07/01/03 03/14/24

~~The College's intent is to provide its students with quality offerings in occupational education. To address this charge an~~
~~Occupational Advisory Committee has been designed to provide guidance and advice on:~~

- ~~* Occupational curriculum and course content.~~
- ~~* Employment opportunities and trends.~~
- ~~* Technological changes.~~
- ~~* Validation of job competencies in skills, knowledge, attitudes; and~~
- ~~* Sources of donated equipment and student scholarships.~~

~~The Committee is composed of individuals representing both the public and private sectors, and membership is designed so that background and experiences might complement the functioning of the Committee. Typically, a commitment on your part would dictate meeting once or twice annually with the Committee to discuss relevant issues. Meeting times are arranged to facilitate the schedules of members.~~

~~You are invited to become a member of Eastern's Occupational Advisory Committee for a three year term beginning on . Should you have specific queries that need to be addressed prior to your decision, I would encourage you to contact , who will be happy to discuss your questions.~~

~~Your insight into training needs and competencies is considered of high value. Please consider this invitation and share written confirmation of your intentions regarding the appointment by .~~

~~Kind regards,~~

~~_____

President~~

~~CC: Occupational Faculty Member
Occupational Division Chairperson
Chief Occupational Officer
Chief Academic Officer~~

Follow through procedure

~~Upon receiving notice of intent regarding the proposed appointment the Chief Occupational Officer or designee shall initiate further contact to address meeting scheduling and other appropriate details.~~

~~An Eastern Arizona College certificate of recognition shall be prepared and presented to new members at the first regular meeting of the Committee.~~

~~In situations where the College has not received a written confirmation of intent regarding the invitation to serve, the Chief Occupational Officer or designee shall initiate a phone call to determine intent regarding the offer to serve.~~



Update On Personnel

RECOMMENDATION

Standing Business—no action requested.

BACKGROUND INFORMATION

----- **PRESIDENT HAYNIE**

RECRUITMENT ACTIVITY				
Location—Title	Posting Date	Comment	Screening Committee	Appointment
Executive Assistant to VP of Administration/CBO	November 28, 2023	Replacing vacant position	Heston Welker; Chair Heston Welker; Ex-Officio Members: Jodi Keim, Timilie Carragher, Pam Woods, Gary Sorensen	
FAA Audio Engineer & Lighting Designer	December 8, 2023 (reposted)	Don Eller resigned	Rick Lunt; Chair Susan Wood; Ex-Officio Members: Pete Chidester, Rick Woods, Chase Moore, Helen Robinson, William Nidiffer, Scott Dahl, Shelby Cheney	
Associate Professor of Fitness Trainer (FCI Prison Program)	December 6, 2023	New Position	Chuck Petersen; Chair Susan Wood; Ex-Officio Members: Craig Hackett, Jeff Roebuck, Kayla Grimes, Kevin Peck	Aaron Martinez, start date TBD
TRACC Grant and Career Service Center Director	February 2, 2024	New Position	Charmaine Chidester; Chair Keith Alexander; Ex-Officio Members: Gina Roebuck, Tammy Powers, Nathan Smith, Kenny Smith, Michael Montoya	
TRACC Lead Student Success Advisor	February 2, 2024	New Position	Charmaine Chidester; Chair Keith Alexander & Susan Wood; Ex-Officio Members: Gina Roebuck, Erik Lehmann, Jessica Slan, Sherli Skinner	
TRACC Career Pathways Coordinator	February 3, 2024	New Position	Charmaine Chidester; Chair Keith Alexander; Ex-Officio Members: TBD	
Lead Food Service Worker	February 27, 2024	Tamara Lueck moving to part-time in June 2024	John Nichols; Chair Heston Welker; Ex-Officio Members: TBD	
Network Technician	March 5, 2024	New Position	Derek Tuttle; Chair Tom Thompson; Ex-Officio Members: TBD	

PERSONNEL CHANGES <i>(not through a recruitment process)</i>						
Employee Name	Old Status	Previous Position	New Status	New Position	Transfer Date	Replaced
Christi Larson	Part-time	Records Technician	Full-time	Evaluator/Graduation Tech	2/1/2024	Suzette Udall

General Information and Discussion

RECOMMENDATION

Information only—no action requested.

BACKGROUND INFORMATION----- CHAIR LARSON

The next District Governing Board meeting is Thursday, April 11, 2024, at 1:00 p.m.

The President or any member of the public body may present a brief summary of current events as permitted by A.R.S. §38-431.02(K).

Direct the Administration to Continue with Budget Preparations as Discussed in the Executive Session

RECOMMENDATION

Resolve to direct the Administration to continue with budget preparations as discussed in the Executive Session.

BACKGROUND INFORMATION----- CHAIR LARSON

The Board discussed employee remuneration as it relates to the 2024-2025 budget.

Direct the Administration to Follow the Board's Instructions as Discussed in the Executive Session Regarding Property

RECOMMENDATION

Resolve to direct the Administration to follow the Board's guidance as discussed in the Executive Session regarding the purchase of real property.

BACKGROUND INFORMATION----- CHAIR LARSON

The Board is being asked to consider the purchase of property.

Special Governing Board Meeting Agenda

Date:
March 14, 2024

Student Services Building • Executive Conference Room 255*
615 N. Stadium Avenue • Thatcher, Arizona 85552-0769

Time:
12:00 p.m.

*The meeting location will be open to the public at 11:45 a.m. at the latest.

<u>Item</u>	<u>Description</u>	<u>Resource</u>
1.	Call to Order • Roll Call • Acknowledge Guests -----	Chair Larson
2.	Call to the Public ----- <i>This is an opportunity for the public to comment on any issue within the jurisdiction of the Graham County Community College District Governing Board. The Board Chair may determine reasonable time, space, and manner limitations. At the conclusion of an open call to the public, individual members of the Board may respond to criticism made by those who have addressed the Board, may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board will not discuss or take legal action on matters raised during an open call to the public unless the matters are properly noticed for discussion and legal action.</i>	Chair Larson
3.	Update on Master Facilities Plan Projects -----	President Haynie
4.	General Information----- <ul style="list-style-type: none">• President Haynie or any member of the public body may present a brief summary of current events as permitted by A.R.S. §38-431.02(K)	Chair Larson
5.	Adjournment----- (Action)	Chair Larson