

# Graham County Community College District

## Governing Board Meeting Minutes

May 11, 2023 – 1:00 p.m.

Student Services Building - District Governing Board Room - 244

Roll Call: Present: Jeff Larson, Chair  
Brad Montierth, Secretary  
Richard W. Mattice, Member  
Lois Ann Moody, Member  
Tina McMaster, Member (arrived at 1:15 p.m.)

Absent: None

Also Present: Todd Haynie, President; Heston Welker, Vice President of Administration; Susan Wood, Vice President of Academic and Student Affairs; Keith Alexander, Special Assistant to the President, Community and Government Relations; Kris McBride, Director of Marketing and Public Relations; Monique Saldana, Supervisor of Marketing and Public Relations; Aaron Burk, Dean of STEM; Kevin Peck, Dean of Business, Computers, & ITE; Craig O'Donnal, Director of Support Services and Learning Technology – Information Resources; David Udall, Executive Director of the Foundation; Pam Woods, Executive Assistant to the Vice President of Academic and Student Affairs; Laurie Pennington, Director of Enterprise Risk Management; Kenny Smith, Dean of Student Services; Gary Sorensen, Dean of Students; Pete Chidester, Dean of Arts, Humanities, & Social Science; Gideon Burrows, Professor of Fine Arts; Teresa Bailey, Associate Director of Institutional Research; Aaron Westerfield, Director of Accreditation and Effectiveness; Phil McBride, Senior Dean of Gila County Campuses; Troy Ainsworth, Director of Fiscal Control; Alma Flores, Associate Director of Fiscal Control; and Jodi Keim, Recording Secretary.

Call to Order: Chair Larson called the meeting to order at 1:03 p.m.

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

Guests: Chair Larson welcomed all in attendance, including guests Vance Bryce, Executive Director of the Graham County Chamber of Commerce; John Dominguez, Auditor with CWDL CPA Firm (via Zoom); and Carla Wall, Technical Manager with the AZ Auditor General's Office (via Zoom).

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

Minutes: Mrs. Moody moved and Dr. Montierth seconded, to accept the recorded minutes of the Regular and Executive Session meetings of April 13, 2023. The motion carried unanimously (Moody, Mattice, Montierth, and Larson 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, 2022 through March 31, 2023. An individual synopsis of all funds was presented. (Financial Reports attached and made part of the official minutes.)

Mr. Mattice moved, and Dr. Montierth seconded, to accept the following vouchers:

<u>PAYROLL</u>		<u>EXPENSE</u>	
#P1	\$2,715,457.36	#1	\$1,481,423.92

The motion carried unanimously (Moody, Mattice, Montierth, and Larson 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.



## Old Business

Legal Publication  
2023-2024 Budget:

Vice President Welker requested approval of the 2023-2024 Graham County Community College District (GCCCD) Budget documents for legal publication. In congruence with the 2023-2024 Budget Schedule, and in compliance with ARS §15-1461, the tentative 2023-2024 Budget will be published on the District website and a Notice of Public Hearing and Special Board Meeting will be published in the *Eastern Arizona Courier* on May 24. On June 3, the Notice of Public Hearings and Special Board Meeting, and the tentative 2023-2024 Budget will be published in the *Eastern Arizona Courier*. Also, as prescribed by ARS §15-1461.01, Truth in Taxation notices will be published in the *Eastern Arizona Courier* on May 24, and May 31, 2023. The College will conduct a Truth in Taxation Hearing followed by a Special Board Meeting on the Truth in Taxation Proposal, and a Public Budget Hearing, followed by a Special Board Meeting to adopt the 2023-2024 Budget on June 8, 2023. Vice President Welker recognized and commended the efforts of Associate Director Nathan Smith for his efforts in preparing the budget. (Report attached and made part of the official minutes.)

Mrs. Moody moved, and Mr. Mattice seconded, to approve the 2023-2024 GCCCD Budget documents for legal publication. The motion carried unanimously (Moody, Mattice, Montierth, and Larson voting in favor). (Report attached and made part of the official minutes.)

## New Business

Presentation by Chamber of  
Commerce:

Graham County Chamber of Commerce Executive Director, Vance Bryce, expressed his appreciation to Eastern Arizona College for being an excellent Community Partner. He thanked the Board, Administration, Staff, and entire campus family at EAC for supporting the Gila Valley Leadership program.

Board member, Tina McMaster, joined the meeting at 1:15 p.m., during the presentation by the Graham County Chamber of Commerce.

District Financial Audits:

This year, the Arizona Auditor General's Office contracted the District's fiscal audit to CPA Firm, CWDL. Carla Wall, Technical Manager from the Arizona Auditor General's Office, and John Dominguez, Auditor with CWDL CPA Firm, joined the meeting via Zoom. They gave a joint report of the District's financial audit results. The District received an "unmodified" or "clean" financial audit opinion. In addition, there were no findings in this year's financials. Mr. Dominguez expressed his appreciation for the positive interactions with the District's staff, and added that communication with Eastern Arizona College was all positive. Vice President Welker congratulated Director Troy Ainsworth and his team for receiving one of the best audits Vice President Welker has seen. (Report attached and made part of the official minutes.)

Program Portfolios:

Vice President Wood presented the annual review of the instructional program portfolios. Her report outlined the updated process for evaluation and review of programs. In compliance with the Higher Learning Commission Accreditation Criterion Four, Eastern Arizona College engages in ongoing evaluation of its instructional, instructional-support, and co-curricular programs. (Report attached and made part of the official minutes.)

Consider Baccalaureate  
Degrees:

President Haynie presented the Board with information on two baccalaureate degrees: Bachelor of Music in Music Education, and Bachelor of Science in Health Sciences. He noted that the recommendation to offer baccalaureate degrees is a historic occasion, and the result of decades worth of work by many past and current board members, legislators, administrators, and faculty members. President Haynie offered appreciation to the tremendous leadership and support of our Governing Board and recommended and asked for their approval to offer the two baccalaureate degrees at Eastern Arizona College as presented. He also asked that the board authorize Chair Larson to sign the program feasibility studies and execute a resolution to offer the degrees presented.

Mrs. Moody moved, and Dr. Montierth seconded, to approve the Bachelor of Music in Music Education and Bachelor of Science in Health Sciences degrees as presented and to authorize Chair Larson to sign the program feasibility studies and execute a resolution regarding the same. The motion carried unanimously (McMaster, Moody, Mattice, Montierth, and Larson voting in favor).



Consider 2023-2024 Salary Schedules, Employee Related Policies and Issue Contracts:

President Haynie presented the 2023-2024 proposed Salary Schedules, Employee Related Policies and Regulations, and requested approval to issue employment contracts. (Salary Schedules, Policies and Regulations attached and made part of the official minutes.)

Dr. Montierth moved, and Mrs. McMaster seconded, to approve the 2023-2024 Salary Schedules as presented. The motion carried unanimously (McMaster, Moody, Mattice, Montierth, and Larson voting in favor).

Dr. Montierth moved to amend his motion. In addition to approving the 2023-2024 Salary Schedules, he moved to approve the employee related policies and regulations, and to authorize the issuance of the 2023-2024 employment contracts. Mrs. McMaster seconded, and the motion carried unanimously (McMaster, Moody, Mattice, Montierth, and Larson voting in favor).

Consider Designation of Chief Fiscal Officer:

President Haynie provided the Board with some background information and recommended that Vice President Heston Welker be designated as the Chief Fiscal Officer for the District to sign the Fiscal Year 2024 Expenditure Limitation Report. He indicated that this notification must be done annually.

Mr. Mattice moved, and Mrs. Moody seconded, to approve Heston Welker as the Chief Fiscal Officer designated to sign the Fiscal Year 2024 Expenditure Limitation Report. The motion carried unanimously (McMaster, Moody, Mattice, Montierth, and Larson voting in favor).

Consider Math-Science Renovation Project:

Vice President Welker indicated that the Administration is seeking final approval to carry out renovations and repairs to the Math-Science Building. This project is included in the Master Facilities Plan, and all expenses have been budgeted for. Our Director of Physical Resources, Jeremy Hughes, will lead and oversee this project. Mrs. Moody asked if the work would be awarded to local contractors. Vice President Welker explained that some of the work will be taken on internally by our Maintenance Department; however, assistance of local and some out-of-area contractors will be utilized as well. Dr. Montierth inquired about the timeframe of the project. Vice President Welker said with the Board's approval, it will start immediately and go through the summer. Mrs. McMaster inquired about the relocation of the Math-Science programs. Vice President Welker explained that those programs will permanently be moved to the Academic Programs Building. Dr. Montierth requested that before and after photos be presented at the September Board Meeting. (Report attached and made part of the official minutes).

Mrs. Moody moved, and Mrs. McMaster seconded, to authorize the President or personnel designated by the President to proceed with the Math-Science Building renovation and to execute all contracts and sign any other agreements or documents necessary for the Math-Science Building Renovation Project. The motion carried unanimously (McMaster, Moody, Mattice, Montierth, and Larson voting in favor).

### **Standing Business**

Courses/Curricula:

Vice President Wood presented thirteen new course proposals, one course modification, and three curriculum modifications for consideration. (Report attached and made part of the official minutes.)

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

Contracts:

There were no contracts presented for consideration.

Policies & Regulations:

President Haynie presented Policy 2210.00 "Speakers on Campus" for approval, and Regulations 2140.01 "Disposal of Property," 4010.01 "Guidelines for Full-Time Instructional Faculty – Internal Funding Sources," 4010.02 "Temporary Part-Time Adjunct Instructional Faculty – Internal Funding," 4010.03 "Guidelines for Full-Time and Part-Time Instructional Faculty – External Funding Sources," 4010.04 "Guidelines for Employees," 5330.01 "Guidelines for Intercollegiate Athletes," and 6110.07 "Application for Quick Start Approval of New or Modified Course or Curriculum," for informational purposes only.



Mrs. Moody asked if the process to dispose of all property will remain the same. President Haynie explained that the process of property disposal remains exactly the same; however, instead of the College holding a one-day auction, items are continuously sold on an online auction site. Before being listed on the site, items are offered across the campus to departments before being listed to the public. The name of the auction website is [www.publicsurplus.com](http://www.publicsurplus.com). (Report attached and made part of the official minutes.)

Mr. Mattice moved, and Dr. Montierth seconded, to approve Policy 2210.00 “Speakers on Campus” as presented. The motion carried unanimously (McMaster, Moody, Mattice, Montierth, and Larson voting in favor).

Personnel:

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

### **General Information**

Chair Larson announced that the next District Governing Board meeting is scheduled for Thursday, June 8, 2023, at 1:00 p.m.

As permitted by A.R.S. §38-431.02(K), President Haynie presented a brief summary of current events.

President Haynie reminded the Board that the Gila County Community College Provisional District Governing Board voted this week to end the educational services contract with Eastern Arizona College as of June 30, 2024. We will now begin the process of winding down operations in Gila County in an orderly way over the course of the next year to ensure the best we can a smooth transition to whichever educational partner that they ultimately select. We are proud of the tremendous work that EAC faculty and staff have provided to our students in Gila County over the past 50 years. We will miss the association we’ve had with our students, faculty, and staff, as well as the good people in the community in Gila County. We sincerely wish them the best in their quest to seek accreditation.

President Haynie reminded the Board of the upcoming events:

- » Nursing Pinning Ceremony, May 12, at 2:00 p.m. in the Lee Little Theater.
- » 134<sup>th</sup> Annual Commencement Ceremony, May 12, at 7:30 p.m. at John Mickelson Field (We have over 600 candidates for graduation, with students representing almost every county in the state of Arizona, 14 different states, and the countries of Canada, France, and Mexico.)
- » Annual End-of-Year Luncheon on May 15, at 11:30 a.m. in the Activities Center

President Haynie announced that our commencement guest speaker is Mr. Rusty Bowers, former AZ Speaker of the House. He is a great friend to Eastern Arizona College, a distinguished former legislator, and a recent recipient of both the John F. Kennedy Profile in Courage Award, and the Presidential Citizen’s Medal – which is the second highest civilian award in the United States.

In conclusion, President Haynie stated that we are extremely proud of EAC’s Softball Team. Last weekend, they won the conference championship and as a result, we are hosting the regional championships on campus beginning tomorrow morning, May 12, at 9:00 a.m.

Eastern Arizona College will play Arizona Western College at 11:00 a.m. Competitions will continue throughout the day and conclude right before the commencement ceremony. On Saturday, the competitions continue, determining the region champion that will continue to Nationals the week of May 21, 2023.

### **Adjournment**

Mr. Mattice moved, and Dr. Montierth seconded, to adjourn the meeting. The motion carried unanimously (McMaster, Moody, Mattice, Montierth, and Larson voting in favor). The meeting adjourned at 2:10 p.m.

Respectfully submitted,

/s/ Jodi Keim

-----  
Jodi Keim



Recording Secretary

Attest:

/s/ Jeff Larson

-----  
Jeff Larson, Chair

/s/ Brad Montierth

-----  
Brad Montierth, Secretary

