

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:

<u>PAYROLL</u>	<u>EXPENSE</u>
\$3,054,695.08	\$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,

/s/ Jodi Keim

Jodi Keim
Recording Secretary

Attest:

/s/ Brad Montierth

Brad Montierth, Secretary

