

# Graham County Community College District

## Regular Governing Board Meeting Minutes

May 9, 2024 – 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

Absent: None

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; Gary Sorensen, Dean of Students; Keith Alexander, Chief Government Affairs Officer; Pete Chidester, Dean of Arts, Humanities, & Social Sciences; Pam Woods, Executive Assistant to the Vice President of Academic and Student Affairs; Nathan Smith, Associate Director of Budgets, Contracts, & Grants; Laurie Pennington, Director of Enterprise Risk Management; Kris McBride, Director of Marketing and Public Relations; Aaron Westerfield, Director of Accreditation and Effectiveness; Kenny Smith, Dean of Student Services; Eric Bejarano, Small Business Development Center Program Director; and Jodi Keim, Recording Secretary.

Call to Order: Chair Larson called the meeting to order at 1:02 p.m.

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

Guests: Chair Larson welcomed all in attendance. Guests included Mr. Mitchell Beals and Mr. Robert Rivera.

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 April 11, 2024. The motion passed unanimously with McMaster, 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, 2023 through March 31, 2024. 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 for the month ending March 31, 2024:

<u>PAYROLL</u>	<u>EXPENSE</u>
\$3,534,794.04	\$3,160,754.77

The motion passed unanimously with McMaster, 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  
2024-2025 Budget:

Vice President Welker requested approval of the 2024-2025 Graham County Community College District (GCCCD) Budget documents for legal publication. In congruence with the 2024-2025 Budget Schedule, and in compliance with ARS §15-1461, the tentative 2024-2025 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 29. On June 5, the Notice of Public Hearings and Special Board Meeting, and the tentative 2024-2025 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 29, and June 5, 2024. 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 2024-2025 Budget on June 13, 2024. (Report attached and made part of the official minutes.)

Mrs. Moody moved, and Mr. Mattice seconded, to approve the 2024-2025 GCCCD Budget documents for legal publication. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

### **New Business**

Consider Residence Towers  
Dorm Renovation Project:

Vice President Welker indicated that the Administration is seeking approval to carry out renovations and repairs to the Residence Towers Dorm. (Report attached and made part of the official minutes).

Mr. Mattice moved, and Dr. Montierth seconded, to authorize the President or personnel designated by the President to proceed with the Residence Towers Dorm remodel and to execute all contracts and sign any other agreements or documents necessary for the Residence Towers Renovation Project. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

Consider 2024-2025 Salary  
Schedules, Benefits, Employee-  
Related Policies and Regulations  
and Issuance of Contracts:

President Haynie presented the 2024-2025 proposed Salary Schedules, Benefits, Employee-related Policies and Regulations, and requested approval to issue employment contracts. Regulation 4300.01 - Faculty Salary Schedule, which was tabled at the March 14, 2024, board meeting, was included with the same changes proposed in that meeting. (Salary Schedules, Benefit Information, and Policies and Regulations attached and made part of the official minutes.)

Dr. Montierth moved, and Mrs. McMaster seconded, to approve the 2024-2025 Salary Schedules, Benefits, Employee-related Policies and Regulations, and authorize the issuance of 2024-2025 Employee Contracts. The motion passed unanimously with 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 submit the Fiscal Year 2025 Expenditure Limitation Report. He indicated that this notification must be done annually.

Mr. Mattice moved, and Dr. Montierth seconded, to appoint Heston Welker as the Chief Fiscal Officer designated to officially submit the Fiscal Year 2025 annual budgeted Expenditure Limitation Report to the Arizona Auditor General and to authorize Chair Larson to execute a Resolution regarding the same.



The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

**Standing Business**

**Courses/Curricula:**

Vice President Wood presented one new course proposal and four course deletions for consideration. (Report attached and made part of the official minutes.)

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

**Contracts:**

Vice President Welker presented an intergovernmental agreement for the Board's consideration with the State of Arizona, Office of the Governor, to partner with Arizona's Community Colleges in creating a Workforce Scholarship Program. (Report attached and made part of the official minutes.)

Mrs. Moody moved, and Mr. Mattice seconded, to authorize the President, or personnel designated by the President, to negotiate and sign the Intergovernmental Grant Agreement with the State of Arizona, The Office of the Governor, as presented. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

**Policies & Regulations:**

There were no policies or regulations presented for consideration.

**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.)

Dr. Montierth moved, and Mr. Mattice seconded, to approve the out-of-country travel as presented. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

**General Information**

Chair Larson announced that the next District Governing Board meeting is scheduled for Thursday, June 13, 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 reminded everyone that tomorrow night, May 10, 2024, at 7:30 p.m. at John Mickelson Field, is the 135th Annual Commencement Ceremony. We are graduating over 710 candidates for both certificates and diplomas from thirteen counties in Arizona and seven different countries around the world.

Last night, we held the ceremony for our first cohort of Radiologic Technology students, with eleven graduates. Tonight, we celebrate the graduation of our twenty-seven EMT students, and tomorrow afternoon is our Nursing Pinning Ceremony with 24 graduates. We look forward to these ceremonies as we celebrate the end of a successful year.

We are diligently working on the Activities Center and Mark Allen Dorm remodels. The projects are on schedule to be completed by the end of this month, just in time for our summer camps. We have over 2,300 students scheduled to enjoy our facilities and campus this summer.

President Haynie also mentioned that two weeks ago, Governor Katie Hobbs visited our campus. We are always honored when the governor chooses to visit Eastern Arizona College. This was the first visit by a sitting governor in over 10 years. Governor Hobbs visited in the afternoon following a morning press conference in Phoenix, where she announced the workforce scholarship program.

While on campus, Governor Hobbs met with EAC administrators, two board members, and representatives from the Town of Thatcher. They discussed several issues we are facing, such as the expenditure limitation and student housing concerns. It was a productive visit, and we were very pleased



she chose to come to our campus. We look forward to her next visit, as she has been a strong supporter of rural community colleges since the beginning of her tenure. We appreciate any state-level support and recognition of the crucial role community colleges play.

**Adjournment**

Dr. Montierth moved, and Mrs. Moody seconded, to adjourn the meeting. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor. The meeting adjourned at 1:25 p.m.

Respectfully submitted,

/s/ Jodi Keim

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Jodi Keim  
Recording Secretary

Attest:

/s/ Jeff Larson

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Jeff Larson, Chair

/s/ Brad Montierth

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Brad Montierth, Secretary