

Graham County Community College District

Governing Board Meeting Minutes

February 16, 2023 – 1:00 p.m.
Student Services Building - District Governing Board Room - 244

Roll Call: Present: Jeff Larson, Chair
Brad Montierth, Secretary
Tina McMaster, Member

Absent: Lois Ann Moody, Member
Richard W. Mattice, Member

Also Present: Todd Haynie, President; Heston Welker, Vice President of Administration; Susan Wood, Vice President of Academic and Student Affairs; Laurie Pennington, Director of Enterprise Risk Management; Phil McBride, Senior Dean of Gila County Campuses; Gary Sorensen, Dean of Students; Kris McBride, Director of Marketing and Public Relations; Pete Chidester, Dean of Humanities, Social Sciences, and Fine Arts; Aaron Burk, Dean of STEM; Kevin Peck, Dean of Business, Computers, & ITE; Craig O'Donnal, Director of Support Services and Learning Technology – Information Resources; Kenny Smith, Dean of Student Services; David Udall, Executive Director of the Foundation; Aaron Westerfield, Director of Accreditation and Effectiveness; Pam Woods, Executive Assistant to the Vice President of Academic and Student Affairs; Harrison Oakes, EAC Student; Isaiah Hinzman, EAC Student; and Jodi Keim, Recording Secretary.

Call to Order: Chair Larson 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: Chair Larson welcomed all in attendance, and the guests.

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

Minutes: Mrs. McMaster moved and Dr. Montierth seconded, to accept the recorded minutes of the Regular meeting of January 12, 2023. The motion carried unanimously (McMaster, 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 December 31, 2022. An individual synopsis of all funds was presented. (Financial Reports attached and made part of the official minutes.)

Dr. Montierth moved, and Mrs. McMaster seconded, to accept the following vouchers:

<u>PAYROLL</u>		<u>EXPENSE</u>	
#P1	\$2,879,310.67	#1	\$1,173,341.03

The motion carried unanimously (McMaster, Montierth, and Larson voting in favor).

Reports

Greenlee County: Mr. Alexander reported there are currently 308 students enrolled in classes in Greenlee County, which is a moderate increase from last year. Small Business Development Center Director, Eric Bejarano, obtained outside funding to offer the DreamBuilder and CO.STARTERS Programs to help develop small businesses in Greenlee County. We are anticipating an enrollment increase from those two programs. There is a vacancy on the Greenlee County Advisory Committee left by Steve Rutherford, who moved out of the county.

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), was held in Washington, DC on February 5-8. President Haynie, Chairman Jeff Larson, Dean Gary Sorensen, Special Assistant Keith Alexander, and two EAC student representatives, Isaiah Hinzman and Harrison Oakes, attended. They had a very successful trip and met with several legislators, including Senator Mark Kelly, Congressman Juan Ciscomani, and Congressman Eli Crane. President Haynie introduced the students, and they shared a PowerPoint presentation documenting their trip. They thanked President Haynie and the District Governing Board for offering them the opportunity to attend the Summit. Chair Larson said they were excellent representatives of Eastern Arizona College.

Old Business

There were no Old Business items presented for consideration.

New Business

Preliminary 2023-2024
Budget, Tuition and Fee
Information:

Vice President Welker shared preliminary information on the status of the 2023-2024 Budget. In May the Board will be asked to approve publication prior to the budget hearing in June. No formal action on the 2023-2024 Budget was requested at this time.

Vice President Welker shared the preliminary 2023-2024 Tuition and Fee Schedule. The Board will be asked to consider adoption of the 2023-2024 Tuition and Fee Schedule in March. No formal action was requested at this time. (Report attached and made a part of the official minutes.)

2023-2024 FTSE
Projections:

Vice President Welker presented the Full Time Student Equivalent (FTSE) counts used to calculate the District's 2023-2024 expenditure limit capacity. (Report attached and made part of the official minutes.)

Dr. Montierth moved, and Mrs. McMaster seconded, to approve the District's 2023-2024 Full Time Student Equivalent Calculations. The motion carried unanimously (McMaster, Montierth, and Larson voting in favor).

Consider naming of
Radiology Imaging Lab:

President Haynie provided background information on scholarship donors, Mr. and Mrs. Robert and Elaine Robak. Upon the receipt of their generous donation towards the Radiology Technology Program, it is proposed that the Radiology Imaging Lab in the Math/Science Building be named for Elaine Robak. (Report attached and made a part of the official minutes.)

Mrs. McMaster moved, and Dr. Montierth seconded, to approve the naming of the Radiology Imaging Lab for Elaine Robak, with the official name being the *Elaine Robak Imaging Lab*. The motion carried unanimously (McMaster, Montierth, and Larson voting in favor).

Standing Business

Courses/Curricula:

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

Dr. Montierth moved, and Mrs. McMaster seconded, to approve the courses and curricula as presented. The motion carried unanimously (McMaster, Montierth, and Larson 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. An athletic recruitment trip was proposed for February 22-26, 2023. (Report attached and made part of the official minutes.)

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

General Information

Chair Larson announced that the next Board meeting is Thursday, March 9, 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. He reminded everyone that the College will be closed on Monday, February 20, in observance of President's Day.

He reported that enrollment numbers continue to be positive. Our headcount is up 6.5% in Graham/Greenlee Counties, and our estimated FTSE is up 8.5% over this time last year.

In conclusion, President Haynie added that we couldn't have picked two better students to take to the National Legislative Summit in Washington DC to advocate for Eastern Arizona College. He thanked Dean Gary Sorensen, Isaiah Hinzman, and Harrison Oakes for making it a successful trip. Chair Larson agreed that it was a great conference and trip, adding that the students were exemplary representatives of our College.

Adjournment

Mrs. McMaster moved, and Dr. Montierth seconded, to adjourn the meeting. The motion carried unanimously (McMaster, Montierth, and Larson voting in favor). The meeting adjourned at 1:37 p.m.

Respectfully submitted,

/s/ Jodi Keim

Jodi Keim
Recording Secretary

Attest:

/s/ Jeff Larson

Jeff Larson, Chair

/s/ Brad Montierth

Brad Montierth, Secretary

