

Graham County Community College District

Regular Governing Board Meeting Minutes

June 13, 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; Laurie Pennington, Director of Enterprise Risk Management; Kris McBride, Director of Marketing and Public Relations; Keith Alexander, Chief Government Affairs Officer; Kenny Smith, Dean of Student Services; Craig O'Donnal, Director of Support Services and Learning Technology, Information Resources; Aaron Burk, Dean of STEM; Pam Woods, Executive Assistant to the Vice President of Academic and Student Affairs; David Udall, Executive Director of the Foundation; Gary Sorensen, Dean of Students; Nathan Smith, Director of Budgets and Purchasing; Troy Ainsworth, Director of Fiscal Control/Controller; Pete Chidester, Dean of Arts, Humanities, & Social Sciences; Eric Bejarano, Director of SBDC Program; and Jodi Keim, Recording Secretary.

Call to Order: Chair Larson called the meeting to order at 1:12 p.m.

Guests: Chair Larson welcomed all in attendance, including guests Mr. Mitchell Beals, Mr. Bob Rivera, and Ms. Shirley Rhoten.

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 Special and Regular meetings from May 9, 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 April 30, 2024. 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 April 30, 2024:

<u>PAYROLL</u>	<u>EXPENSE</u>
\$2,930,925.28	\$2,952,769.61

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

Reports

Greenlee County Advisory
Committee:

Special Assistant Alexander presented the name of Joe Garcia to serve a three-year term on the Greenlee County Advisory Committee. There will be a vacancy for Mrs. Brienna Morales, who will not be returning. (Report attached and made part of the official minutes).

Mrs. Moody moved, and Dr. Montierth seconded, to approve the reappointment of Joe Garcia to serve a three-year term on the Greenlee County Advisory Committee, commencing July 1, 2024, and ending June



30, 2027. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

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

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

New Business

Program Portfolios: Vice President Wood presented the annual comprehensive review of the instructional program portfolios for 2024, which included Allied Health, Fine Arts, and Industrial Technology Education. 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).

District Financial Audit: The District’s Financial Audit Report was not received by the Auditor General’s Office; therefore this agenda item was removed.

Consider Reducing 2023 Budget to 2023 Audited Financial Statement Actuals:

Vice President Welker asked the administration to consider approving an amendment to reduce the 2023 budget to reflect actual expenditures. This helps us stay under the budget, this is typical and necessary at the end of the year. (Report attached and made part of the official minutes).

Mrs. Moody moved, and Mrs. McMaster seconded, to approve the amendment to budgeted expenditures for FY 2022-2023 to match actual expenditures in each fund, as per the audited financial statements. 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, one new curriculum proposal, and one curriculum modification for consideration. (Report attached and made part of the official minutes.)

Mrs. McMaster moved, and Dr. Montierth 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 Graham County Board of Supervisors to provide election services for the Graham County Community College District. (Report attached and made part of the official minutes.)

Mr. Mattice moved, and Mrs. McMaster seconded, to authorize the President, or personnel designated by the President, to negotiate and sign the Intergovernmental Agreement with the Graham County Board of Supervisors, in consultation with the Graham County Elections Department and the Graham County Recorder’s Office, as presented. The motion passed unanimously with McMaster, Moody, Mattice, Montierth, and Larson voting in favor.

Policies & Regulations: President Haynie presented Regulation 4300.01 “Faculty Salary Schedule” for approval. (Report attached and made part of the official minutes).

Mr. Mattice moved, and Dr. Montierth seconded, to approve Regulation 4300.01 “Faculty Salary Schedule”, as presented. The motion carried unanimously with 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, August 8, 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. President Haynie provided updates on various topics:

We are continuing to track enrollment. For the upcoming fall semester, our current headcount is up 4.2%, and our estimated Full-Time Student Equivalent (FTSE) is up 9.3% for Graham County. Our fall semester begins on August 19, 2024, and we are already anticipating a great semester.

We are in the very final stages of the remodels for the Mark Allen and Activities Centers. They are nearly completed, with final details expected to be finished within the next few weeks. A rededication ceremony is planned for September 4, 2024, coinciding with the sixty-fourth anniversary of the original dedication of Mark Allen Hall. Further information will be provided closer to the event.

We are now in the third year of our FSY camps, so you may notice a lot of youth on campus. These camps bring prospective students to our campus. Additionally, we have other camps scheduled throughout the summer months. We continue to express our gratitude to EAC’s Maintenance department for their incredible work over the summer to ensure we can host these camps effectively.

Executive Session

Mrs. Moody moved, and Dr. Montieth seconded, to convene into Executive Session at 1:36 p.m. to conduct the President’s Evaluation, pursuant to A.R.S. §38.431.03(A)(1). The motion carried unanimously with McMaster, Moody, Mattice, Montieth, and Larson voting in favor.

Reconvened to the Public:

The meeting was reopened to the public at 1:51 p.m.

Board Direction to the Administration Re: President’s Contract And Terms of Renewal:

In the Executive Session, the Board conducted the annual evaluation of President Haynie and discussed the terms of the President’s Contract.

Mrs. Moody moved, and Dr. Montieth seconded, to extend President Haynie’s current contract for five years, to terminate on June 30, 2029, upon the same terms and conditions as he is currently employed and to direct legal counsel to prepare a contract that reflects these terms and authorizes the Board President to sign the contract on behalf of the Board. The motion carried unanimously with McMaster, Moody, Mattice, Montieth, and Larson voting in favor.

Adjournment

Mrs. Moody moved, and Mrs. McMaster seconded, to adjourn the meeting. The motion carried unanimously with McMaster, Moody, Mattice, Montieth, and Larson voting in favor. The meeting adjourned at 1:55 p.m.

Respectfully submitted,

/s/ Jodi Keim

Jodi Keim
Recording Secretary

Attest:



/s/ Jeff Larson

Jeff Larson, Chair

/s/ Brad Montierth

Brad Montierth, Secretary