

Graham County Community College District

Regular Governing Board Meeting Minutes

March 13, 2025 – 1:00 p.m.
Student Services Building - District Governing Board Room – 244

Roll Call: Present: Jeff Larson, Chair
Brad Montierth, Secretary
Lois Ann Moody, Member
Tina McMaster, Member
Vince Kieffer, 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; Kenny Smith, Dean of Student Services; Nathan Smith, Director of Budgets and Purchasing; Gary Sorensen, Dean of Students; Pete Chidester, Dean of Arts, Humanities, & Social Sciences; Kevin Peck, Dean of Business, Computers, & ITE; Keith Alexander, Chief Government Affairs Officer; Pam Woods, Executive Assistant to the Vice President of Academic and Student Affairs; Kris McBride, Director of Marketing and Public Relations; Aaron Burk, Dean of STEM; Craig O'Donnal, Director of Support Services and Learning Technology, Information Resources; Lydia Newkirk, Director of Human Resources; Ray Orr, Professor; and Jodi Keim, Executive Assistant to the President and District Governing Board/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 warmly welcomed all attendees. There were no guests.

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

Minutes: Mr. Kieffer moved, and Dr. Montierth seconded, to approve the recorded minutes of the Special, Regular, and Executive meetings held on February 20, 2025. The motion passed unanimously with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor. (Minutes attached and incorporated into the official record.)

Financial Vouchers: Vice President Welker presented the Expense and Payroll Vouchers for the period from January 1, 2025, to January 31, 2025.

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

<u>PAYROLL</u>		<u>EXPENSE</u>	
#P1	\$2,888,573.87	#1	\$2,988,573.42

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

Reports

Greenlee County Advisory Committee:

Chief Alexander presented the name of Theresa Andazola Salazar to serve on the Greenlee County Advisory Committee. He stated that the next Greenlee County Advisory Committee meeting has been moved to Thursday, April 10, 2025. (Report attached and made part of the official minutes.)

Dr. Montierth moved, and Mrs. Moody seconded, to approve the appointment of Theresa Andazola Salazar to serve on the Greenlee County Advisory Committee, effective March 13, 2025, with a term



ending June 30, 2027. The motion passed unanimously, with Kieffer, McMaster, Moody, 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.

Old Business

Preliminary 2025-2026
Budget Information:

Vice President Welker presented an overview of the preliminary 2025-2026 District Budget. No formal action on the 2025-2026 Budget was requested at this time. (Report attached and made part of the official minutes.)

2025-2026 Tuition
& Fee Schedule:

Vice President Welker presented the 2025-2026 Tuition and Fee Schedule for adoption, highlighting that the only change is an increase in dorm fees. A comparison with other community colleges was also provided. Dr. Montierth noted that, despite the increase, the fees remain highly competitive. (Report attached and made a part of the official minutes.)

Mrs. Moody moved, and Dr. Montierth seconded, to approve the 2025-2026 Tuition and Fee Schedule and to authorize the Administration to update meal, board, and other non-course related fees. The motion passed unanimously, with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

New Business

Consider Workforce
Development Plan:

Vice President Welker presented the Eastern Arizona College 2025-2026 Workforce Development Plan for consideration, as mandated by state statute. (Report attached and made part of the official minutes.)

Mrs. Moody moved, and Mr. Kieffer seconded, to approve Eastern Arizona College's 2025-2026 Workforce Development Plan in accordance with the provisions of A.R.S. §15-1472. The motion passed unanimously, with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Nontax-Supported Programs:

Vice President Welker presented information on current nontax-supported programs. (Report attached and made part of the official minutes.)

Mr. Kieffer moved, and Dr. Montierth seconded, to approve the guidelines for nontax-supported programs as presented. The motion passed unanimously, with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Consider Alumni Library
Media Center Renovation
Project:

Vice President Welker announced that the Administration is seeking approval to begin the renovation of the Media Center in the Alumni Library. While the contractor will handle the more complex renovations, the majority of the work will be completed in-house. The project is set to begin immediately, as library attendance continues to increase. (Report attached and made part of the official minutes.)

Mrs. McMaster moved, and Dr. Montierth seconded, to authorize the President or personnel designated by the President to proceed with the Alumni Library Media Center remodel and to execute all contracts and sign any other agreements or documents necessary for the project. The motion passed unanimously, with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Consider Gray Shell
Tenant Improvements



For Medical Clinic:

Vice President Welker informed the Board that the Administration is seeking approval to proceed with the Medical Clinic portion of the Gray Shell Building, using CORE Construction services. The Administration requests approval for a construction budget of up to \$2,000,000. This additional funding is requested in anticipation of securing another tenant, although no prospects are currently in place. The Medical Center may also require the option to expand. The hospital is occupying nearly half of the building's 7,000 square feet. Mr. Kieffer remarked that the groundbreaking ceremony was outstanding and praised the Marketing Team for their efforts. Mrs. Moody shared that it was the best groundbreaking ceremony she had ever attended and commended Director Kris McBride and his team. (Report attached and made part of the official minutes.)

Mr. Kieffer moved, and Mrs. Moody seconded, to authorize the President or personnel designated by the President to engage the services of CORE Construction for tenant improvements within the Gray Shell Building, for an amount not to exceed \$2,000,000. The authorization includes executing all contracts and signing any necessary agreements or documents for the construction project. The motion passed unanimously, with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Standing Business

Courses/Curricula:

Vice President Wood presented one new course proposal for consideration. (Report attached and incorporated into the official minutes.)

Mrs. Moody moved, and Dr. Montierth seconded, to approve the course as presented. The motion was unanimously approved, with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Contracts:

Vice President Welker presented the proposed 2025-2026 District contracts. The full contract amount is listed, even though we may be partway through the term. (Report attached and made a part of the official minutes.)

Mrs. McMaster moved, and Mr. Kieffer seconded, to authorize the President, or personnel designated by the President, to negotiate contracts and sign agreements with external entities as presented in accordance with GCCCD Policy Number 2010.00. The motion was unanimously approved, with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Policy & Regulations:

President Haynie presented Policy 3610.00, "Annual Budget," for approval. He also introduced Regulations 2075.03, "Service and Assistance Animals, and " 3440.01, "Grants and Other Monetary Awards," for informational purposes only. (Report attached and incorporated into the official minutes.)

Dr. Montierth moved, and Mrs. McMaster seconded, to approve Policy 3610.00, "Annual Budget," as presented. The motion was unanimously approved, with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Personnel:

President Haynie provided an update on personnel openings. Finalist interviews for the music positions are scheduled for after spring break. (Report attached and incorporated into the official minutes.)

Consider Out-of-Country
Travel:

President Haynie presented out-of-country travel for consideration by the Board. (Report attached and made part of the official minutes.)

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

General Information

Chair Larson announced that the next District Governing Board meeting is scheduled for Thursday, April 10, 2025, at 1:00 p.m.

As permitted by A.R.S. §38-431.02(K), President Haynie provided a brief update on current events.

President Haynie highlighted that today the Board approved a new course for our Bachelor's degree. He also shared that our men's basketball team won the regional championship last week, and last night, our women's basketball team followed suit with their own regional championship victory and is heading to Nationals in Casper, Wyoming.



With Spring Break coming up next week, please note that the campus will be closed from March 17 through March 21, 2025.

As Mr. Kieffer and Mrs. Moody have already mentioned, the Cosmetology/Gray Shell Building Groundbreaking was a resounding success. He commended Director Kris McBride and the Marketing Team for their outstanding efforts.

President Haynie took a moment to reflect on the significance of tomorrow, March 14, marking five years since the first case of COVID-19 was confirmed in Graham County. At that time, the world was filled with uncertainty. However, Eastern Arizona College made the bold decision to return to in-person classes in the Fall of 2020, becoming one of the few institutions to do so. He noted that this decision proved to be one of the best choices for our institution, significantly impacting the lives of our students and reflecting the strength and foresight of our Board.

Executive Session

Mrs. Moody moved, and Dr. Montierth seconded, to convene into Executive Session at 1:34 p.m. for discussion or consultation with designated representatives regarding negotiations with employee organizations regarding salaries, salary schedules, or compensation paid in the form of fringe benefits of employees of the public body, pursuant to A.R.S. §38-431.03(A)(5). The motion carried unanimously with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Reconvened to the Public:

The meeting was reopened to the public at 2:26 p.m.

Board Direction to the Administration Regarding Employee Remuneration:

In the Executive Session, the Board discussed employee remuneration as it relates to the 2025-2026 Budget.

Dr. Montierth moved, and Mr. Kieffer seconded, that the Administration proceed with budget preparations concerning employee remuneration, as discussed in the Executive Session. The motion carried unanimously with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Adjournment

Mr. Kieffer moved to adjourn the meeting, and Dr. Montierth seconded the motion. The motion passed unanimously, with Kieffer, McMaster, Moody, Montierth, and Larson all voting in favor. The meeting was adjourned at 2:27 p.m.

Respectfully submitted,

/s/ Jodi Keim

Jodi Keim
Recording Secretary

Attest:

/s/ Jeff Larson

Jeff Larson, Chair

/s/ Brad Montierth

Brad Montierth, Secretary

