

Graham County Community College District Regular Governing Board Meeting Minutes

May 8, 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; David Udall, Executive Director of the Foundation; Laurie Pennington, Director of Enterprise Risk Management; 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 1:03 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: Mrs. Moody moved, and Dr. Montierth seconded, to approve the recorded minutes of the Regular and Executive Session meetings held on April 10, 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 March 1, 2025, to March 31, 2025.

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

<u>PAYROLL</u>		<u>EXPENSE</u>	
#P1	\$2,951,705.75	#1	\$1,735,249.00

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

Reports

Greenlee County Advisory Committee: The report is attached and incorporated into the official minutes. Mr. Alexander noted that 10 Morenci High School students will be graduating from EAC on May 9, 2025.

Gila County: The report is attached and incorporated into the official minutes.

Foundation/Alumni: The report is attached and incorporated into the official minutes.



Old Business

Legal Publication
2025-2026 Budget:

Vice President Welker requested approval of the 2025-2026 Graham County Community College District (GCCCD) Budget documents for legal publication. In congruence with the 2025-2026 Budget Schedule, and in compliance with ARS §15-1461, the tentative 2025-2026 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 28. On June 4, the Notice of Public Hearings and Special Board Meeting, and the tentative 2025-2026 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 28, and June 4, 2025. 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 2025-2026 Budget on June 12, 2025. (The report is attached and incorporated into the official minutes.)

Mrs. Moody moved, and Mr. Kieffer seconded, to approve the 2025-2026 GCCCD Budget documents for legal publication. The motion passed unanimously, with Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

New Business

Program Portfolios:

Vice President Wood presented the annual comprehensive review of the instructional program portfolios for 2025, which included Business, Computers, Communicative Arts, Mathematics, and Social Sciences. 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. (The report is attached and incorporated into the official minutes.)

Consider 2025-2026 Salary
Schedules, Benefits, Employee-
Related Policies and Regulations
and Issuance of Contracts:

President Haynie presented the proposed 2025–2026 Salary Schedules, Benefit Information, and Employee-Related Policies and Regulations, and requested approval to issue employment contracts. The benefits will be revisited before they go into effect in January 2026. (The Salary Schedules, Benefit Information, and Policies and Regulations are attached and incorporated into the official minutes.)

Dr. Montierth moved, and Mrs. Moody seconded, to approve the 2025-2026 Salary Schedules, Benefits, Employee-related Policies and Regulations, and authorize the issuance of 2025-2026 Employee Contracts. The motion passed unanimously, with Kieffer, McMaster, Moody, 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 2026 Expenditure Limitation Report. (The report is attached and incorporated into the official minutes.)

Dr. Montierth moved, and Mr. Kieffer seconded, to appoint Heston Welker as the Chief Fiscal Officer designated to officially submit the Fiscal Year 2026 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 Kieffer, McMaster, Moody, Montierth, and Larson voting in favor.

Consider Baccalaureate
Degrees:

President Haynie presented the Governing Board with information on a proposed baccalaureate program, the Bachelor of Science in Nursing. He requested the Board's approval to offer the degree at Eastern Arizona College, as outlined. He also asked that the Board authorize Chair Larson to sign the program feasibility study and execute a resolution to offer the proposed degree. (The report is attached and incorporated into the official minutes.)

Mrs. Moody moved, and Dr. Montierth seconded, to approve the Bachelor of Science Nursing degree as presented and to authorize Chair Larson to sign the program feasibility study and execute a resolution



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

Standing Business

Courses/Curricula:

Vice President Wood presented three new curriculum proposals for the Board’s consideration and highlighted the proposed Surgical Technology degree. (The report is attached and incorporated into the official minutes.)

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

Contracts:

There were no contracts presented for consideration.

Regulations:

President Haynie presented Regulations 2030.01, “Shared Governance,” 4020.02, “Full-time Employment Positions: Publicizing Vacancies, Processing Applications, Testing, Screening, and Selections,” 4020.09, “Temporary Part-time Classified Staff Employment Positions: Publicizing Vacancies, Processing Applications, Screening, and Selections,” and 6120.01, “General Education Statement” for informational purposes only. (The report is attached and incorporated into the official minutes.)

Personnel:

President Haynie provided an update on personnel openings. (Report attached and incorporated into the official minutes.)

Consider Out-of-Country Travel:

President Haynie presented the proposed 2025–2026 out-of-country travel for the Board’s consideration. These trips are requested through the budget process, and additional requests may arise throughout the year. (The report is attached and incorporated into the official minutes.)

Dr. Montierth moved, and Mrs. McMaster 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, June 12, 2025, at 1:00 p.m.

President Haynie began the week attending the Western Interstate Commission for Higher Education (WICHE) Commission Meeting in Park City, Utah.

On the evening of May 7, he joined three Governing Board members at the Radiologic Technology Program graduation ceremony, celebrating the accomplishments of ten students who completed the program this semester.

Eastern Arizona College is proud to host the Region 1 Softball Tournament on May 9 and 10. We commend the Women’s Softball Team for their outstanding season and continued success.

Tomorrow, May 9, will be a full day of important events, including the Nursing Pinning Ceremony, the Alumni Association Board Meeting, and EAC’s 136th Annual Commencement Ceremony at 7:30 p.m. This year, we anticipate awarding degrees and certificates to 876 graduates, representing 13 of Arizona’s 15 counties, 14 states, and 16 countries—including Australia, Brazil, England, Estonia, France, Hungary, Italy, Jamaica, Mexico, the Netherlands, New Zealand, Spain, Sweden, Turkey, Ukraine, and the United States. We are honored to welcome Arizona State Senate President Warren Petersen as our commencement speaker.

As we conclude a very successful semester, we look forward to an exciting summer and a strong start to the upcoming fall semester.



Adjournment

Mrs. McMaster moved to adjourn the meeting, and Dr. Montierth seconded the motion. The motion passed unanimously, with Kieffer, McMaster, Moody, and Larson all voting in favor. The meeting was adjourned at 1:32 p.m.

Respectfully submitted,

/s/ Jodi Keim

Jodi Keim
Recording Secretary

Attest:

/s/ Jeff Larson

Jeff Larson, Chair

/s/ Brad Montierth

Brad Montierth, Secretary