

# Graham County Community College District

## Regular Governing Board Meeting Minutes

June 12, 2025 – 1:00 p.m.  
Student Services Building - District Governing Board Room – 244

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

Absent: Lois Ann Moody, Member

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; Kris McBride, Director of Marketing and Public Relations; Keith Alexander, Chief Government Affairs Officer; Kenny Smith, Dean of Student Services; Brad Lines, Information Technology Services Technician; Aaron Burk, Dean of STEM; 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; Kevin Peck, Dean of Business, Computers, & ITE; Joel Robinson, Director of Small Business Development Center; Lydia Newkirk, Director of Human Resources; 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 1:24 p.m.

Guests: Chair Larson welcomed all attendees. Guests included Mr. Vance Bryce, Executive Director of the Graham County Chamber of Commerce, and Dr. David Borofsky, Executive Director of the Arizona Community College Coordinating Council.

Call to The Public: Dr. David Borofsky addressed the Board and commended President Todd Haynie for his outstanding leadership as Chair of the Arizona Community College Coordinating Council (AC4) over the past year. As this is President Haynie's final month serving as Chair, Dr. Borofsky wanted the Board to know that he has done an excellent job leading AC4. He expressed his admiration for the work President Haynie does for EAC.

Minutes: Mr. Kieffer moved, and Dr. Montierth seconded, to approve the recorded minutes of the Regular meeting held on May 8, 2025. The motion passed unanimously with Kieffer, McMaster, 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 April 1, 2025, to April 30, 2025.

Dr. Montierth moved, and Mr. Kieffer seconded, to accept the following vouchers:

<u>PAYROLL</u>		<u>EXPENSE</u>	
#P1	\$3,192,360.09	#1	\$2,223,628.27

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

### Reports

Greenlee County Advisory Committee: The report is attached and incorporated into the official minutes.

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**

There were no Old Business items presented for consideration.

**New Business**

Consider Architectural Firm for Skills Center:

Vice President Welker indicated that the Administration recommends selecting SPS+ to provide design services for the Skills Center Facility. Several responses were received through the RFQ process, but SPS+ remains the top recommendation. As part of the master facility plan, it was determined that a rendering is needed, even though this would be a future facility. SPS+ is on the state contract, so procurement requirements have already been satisfied. (The report is attached and incorporated into the official minutes.)

Mr. Kieffer moved, and Dr. Montierth seconded, to authorize the President or personnel designated by the President to execute a contract with SPS+ Architects and to sign any documents or other agreements related to architectural services for the design of a Skills Center Facility. The motion was unanimously approved, with Kieffer, McMaster, Montierth, and Larson voting in favor.

**Standing Business**

Courses/Curricula:

Vice President Wood presented two new course proposals for the Board’s consideration. (The report is attached and incorporated into the official minutes.)

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

Contracts:

There were no contracts presented for consideration.

Regulations:

President Haynie presented Regulations 4300.03, *Tuition Reimbursement*; 4310.08, *Improvement Leave*; 6220.01, *Procedures for Distance Education*; 6400.12, *Academic Integrity*; and 6400.13, *Test Security* 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.)

**General Information**

Chair Larson announced that the next District Governing Board meeting is scheduled for Thursday, August 14, 2025, at 1:00 p.m.

President Haynie gave a brief update and noted that the Arizona Community College Business Officer’s Council Meeting was held on campus this week, on June 11. Mr. Welker, as Chair of the group, was responsible for organizing the event. President Haynie was honored to welcome the group, and several EAC employees gave presentations. It’s always a great opportunity to showcase our work to colleagues from other community colleges.

As Chair of the Arizona Community College Coordinating Council (AC4), President Haynie noted that he has had the privilege of working with Dr. David Borofsky over the past year. He expressed appreciation for Dr. Borofsky’s comments and the opportunity to work with him.

We were recently contacted by the Auditor General’s Office and informed that our audit was finalized two days ago. Due to the timing, the Board was unable to receive the report at today’s meeting; however, the Auditor General will present their findings at the August Board Meeting. President Haynie shared that it was a clean audit and expressed his appreciation for the outstanding work of the Business Administration team.

He noted that as you drive down College Avenue toward the highway, you’ll see the framing rising for the Cosmetology and Medical Clinic building. We’re excited about the progress and look forward to its completion.



Our summer camps are in full swing. Last week, President Haynie had the opportunity to welcome a group of about 500 youth, and the energy was incredible. In addition to FSY, we are also hosting groups such as the Southeastern Arizona Teacher's Association (SEATA).

**Executive Session**

Dr. Montierth moved, and Mr. Kieffer seconded, to convene into Executive Session at 1:45 p.m. to conduct the President's Evaluation, pursuant to A.R.S. §38.431.03(A)(1). The motion was unanimously approved, with Kieffer, McMaster, Montierth, and Larson voting in favor.

Reconvened to the Public:

The meeting was reopened to the public at 2:07 p.m.

**Board Direction to the Administration Re: President's Contract And Terms:**

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

Mr. Kieffer moved, and Dr. Montierth seconded, to increase President Haynie's salary and modify personal leave days as directed in the Executive Session, effective July 1, 2025, and to authorize the Board Chair, on behalf of the Board, to sign an amendment to the President's current contract, with all other terms and conditions remaining unchanged. The motion was unanimously approved, with Kieffer, McMaster, Montierth, and Larson voting in favor.

**Adjournment**

Mrs. McMaster moved to adjourn the meeting, and Dr. Montierth seconded the motion. The motion passed unanimously, with Kieffer, McMaster, Montierth, and Larson all voting in favor. The meeting was adjourned at 2:10 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

