

Graham County Community College District

Regular Governing Board Meeting Minutes

September 11, 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
Vince Kieffer, Member

Absent: Tina McMaster, Member

Also Present: Todd Haynie, President; Heston Welker, Vice President of Administration; Susan Wood, Vice President of Academic and Student Affairs; Kris McBride, Director of Marketing and Public Relations; Keith Alexander, Chief Government Affairs Officer; Craig O'Donnal, Director of Support Services and Learning Technology, Information Resources; Aaron Burk, Dean of STEM; Pete Chidester, Dean of Arts, Humanities, & Social Sciences; Kevin Peck, Dean of Business, Computers, & ITE; Aaron Westerfield, Director of Accreditation and Effectiveness; David Udall, Executive Director of the Foundation; Kenny Smith, Dean of Student Services; Joel Robinson, Director of Small Business Development Center; Lydia Newkirk, Director of Human Resources; John Clegg, Professor of Allied Health; Michael Shoaf, Associate Professor of Music, Voice; Greta Pasztor Wung, Associate Professor of Music, Piano; 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 1:01 p.m.

Pledge of Allegiance: Those present at the meeting stood and recited the Pledge of Allegiance.

Guests: Chair Larson welcomed all in attendance.

New Administrative and Full-Time Faculty Introductions: President Haynie introduced the new Administrators and Full-time Faculty to the Board. The following new employees were present: Greta Pasztor Wung and Dr. Michael Shoaf.

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 meeting held on August 14, 2025. The motion passed unanimously with Kieffer, 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 July 1, 2025, to July 31, 2025.

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

PAYROLL
\$3,498,049.96

EXPENSE
\$2,963,076.94

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

Reports



Greenlee County Advisory Committee:

Chief Alexander proposed appointing Dawna Lynn Lizarraga to a three-year term on the Greenlee County Advisory Committee. (Report attached and incorporated into the official minutes.)

Mrs. Moody moved, and Dr. Montierth seconded, to approve the appointment of Dawna Lynn Lizarraga to a three-year term on the Greenlee County Advisory Committee, effective September 11, 2025. The motion passed unanimously, with Kieffer, Moody, Montierth, and Larson voting in favor.

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

Yearly Disclosure of Potential Conflict of Interest Form:

President Haynie noted that a copy of the Yearly Disclosure of Potential Conflict of Interest Form was included in each packet. He reminded members to complete the form annually and to update it promptly if any relevant information changes.

2026-2027 Budget Development Guidelines & Budget Schedule:

Vice President Welker presented the 2026-2027 Budget Development Guidelines for approval and the Budget Schedule for review. Guidelines are unchanged from last year. (Report attached and made part of the official minutes.)

Mrs. Moody moved, and Mr. Kieffer seconded, to approve the 2026-2027 Budget Development Guidelines as presented. The motion passed unanimously with Kieffer, Moody, Montierth, and Larson voting in favor.

Consider Reducing 2024 Budget to 2024 Audited Financial Statement Actuals:

Vice President Welker asked the administration to consider approving an amendment to reduce the 2024 budget to reflect actual expenditures, as permitted under GCCCD Policy 3610.00. The spreadsheet supporting this amendment is provided by the Auditor General. (Report attached and made part of the official minutes).

Mr. Kieffer moved, and Dr. Montierth seconded, to approve the amendment to budgeted expenditures for FY 2023-2024 to match actual expenditures in each fund, as per the audited financial statements. The motion passed unanimously with Kieffer, Moody, Montierth, and Larson voting in favor.

Consider Pima CTE Renovation Project:

Vice President Welker explained that the Administration seeks approval for a Job Order Contract with CORE Construction to renovate the Pima Unified School District ITE building, leased for Welding Program expansion. Woodshop, upholstery, and lapidary classes will also relocate there. The GIFT program funds most of the welding expansion, adding six new bays and upgrading existing ones, nearly doubling capacity and accommodating 28–30 additional students. Relocating woodshop allows HVAC and E&I programs to expand. Mr. Kieffer noted this is an excellent use of funds. Dean Peck offered tours for interested Board members. (Report attached and made part of the official minutes.)

Dr. Montierth moved, and Mrs. Moody seconded, to authorize the President, or designee, to award and execute a contract and sign any related agreements or documents necessary for the Pima CTE Renovation Project. The motion passed unanimously, with Kieffer, Moody, Montierth, and Larson voting in favor.

Standing Business

Courses/Curricula:

Vice President Wood presented one new course proposal and two course deletions for the Board's consideration. (Report attached and made part of the official minutes.)



Mr. Kieffer moved, and Dr. Montierth seconded, to approve the new course and course deletions as presented. The motion passed unanimously, with Kieffer, Moody, Montierth, and Larson voting in favor.

Contracts: Vice President Welker presented a status update on the 2025–2026 District contracts for informational purposes, noting that additional authorizations may be requested as the year progresses. He reminded the Board that the listed contracts were approved in March 2025 and that this report serves as a review. (Report attached and made part of the official minutes.)

Policy & Regulations: No policies or regulations were presented for consideration.

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, October 9, 2025, at 1:00 p.m.

As permitted by A.R.S. §38-431.02(K), President Haynie provided a brief summary of current events and updates:

- **Enrollment:** EAC’s enrollment remains strong, with headcount up approximately 2% compared to this time last year. FTSE is up more than 22%, indicating that students are enrolling in more classes on average.
- **9/11 Commemoration:** In honor of the first responders who lost their lives on September 11, 2021, EAC will hold its annual commemorative stair climb this evening from 5:00–9:00 p.m. on John Mickelson Field.
- **America250 Commission:** On Tuesday, President Haynie participated in the Arizona America250 Commission, established to commemorate the United States’ 250th anniversary on July 4, 2026. He attended a higher education convening and noted that EAC will be participating in various events, activities, and programming as part of the national Semi-quintennial celebration.
- **Constitution Day Celebration:** On Tuesday, September 16, at 11:00 a.m., Justice Clint Bolick will be the guest speaker for EAC’s Constitution Day Celebration, co-branded as an Arizona America250 event. The event is free and open to the public.
- **Athletics:** EAC athletic teams continue to excel. Upcoming games include:
 - Volleyball vs. Yavapai College – Friday, September 12 at 7:00 p.m.
 - Volleyball vs. Yavapai College – Saturday, September 13 at 1:00 p.m.
 - Women’s Soccer vs. Arizona Western – Saturday, September 13 at 4:30 p.m.
 - Men’s Soccer vs. Arizona Western – Saturday, September 13 at 7:00 p.m.
- **Scholarship Banquet:** The annual Scholarship Banquet will be held on Friday, September 12, at 6:30 p.m. in the Activities Center. Attendance has reached a record high, with 354 attendees.

Executive Session

Mrs. Moody moved, and Dr. Montierth seconded, to convene into Executive Session at 1:40 p.m. for discussion or consultation with designated representatives regarding negotiations with employee organizations on compensation paid in the form of fringe benefits for employees of the public body, pursuant to A.R.S. §38-431.03(A)(5). The motion carried unanimously, with Kieffer, Moody, Montierth, and Larson voting in favor.

Reconvened to the Public: The meeting was reopened to the public at 2:33 p.m.

Board Direction to the Administration Regarding



Benefits:

In Executive Session, the Board held a discussion with its designated representatives regarding employee compensation, specifically related to benefits.

Dr. Montierth moved, and Mr. Kieffer seconded, that the Administration implement the Board’s directives regarding employee benefits, as discussed in Executive Session. The motion carried unanimously, with Kieffer, Moody, Montierth, and Larson voting in favor.

Adjournment

Mr. Kieffer moved to adjourn the meeting, and Mrs. Moody seconded the motion. The motion passed unanimously, with Kieffer, Moody, Montierth, and Larson all voting in favor. The meeting was adjourned at 2:34 p.m.

Respectfully submitted,

/s/ Jodi Keim

Jodi Keim
Recording Secretary

Attest:

/s/ Jeff Larson

Jeff Larson, Chair

/s/ Brad Montierth

Brad Montierth, Secretary

