



**Gila County Community College District  
Governing Board Work Session Meeting  
Gila Pueblo Campus  
February 1, 2018  
\*\*APPROVED\*\***

A Work Session Meeting of the Gila County Community College District Governing Board was held via ITV on February 1, 2018 in Room 522 at the Gila Pueblo Campus and Room 402 at Payson Campus, Gila Community College, pursuant to A.R.S. §38-431.02(B), notice having been duly given.

**Governing Board Members Present:**

Jay Spehar, President  
Jan Bocker, Secretary  
Kurt Knauss, Member  
Samuel I. Moorhead, Member  
Jennifer White, Member

**Governing Board Members Absent:**

N/A

**Staff Present:**

B. Stephen Cullen, Senior Dean, Pat Burke, GPC Dean, Pam Butterfield Payson Campus Dean, Susan Gallo, Fiscal Coordinator, Leitha Griffin, PR Coordinator, L. Q. Harris, Software Support Specialist, Derryl Meeks, GCC Maintenance Supervisor, Mike Pastor, RTC Director, Andrea Renon, District Records and Registration Supervisor, and Chastity Van Buskirk, Administrative Assistant.

**OTHER GUESTS:** Michele Nelson, *Payson Roundup* and Chief Nick Renon, Tri-City Fire District

**1. Call to Order \* Roll Call \* Pledge \* Acknowledge Guests**

President Spehar called the Work Session of the Gila Community College District Governing Board to order at 9:10 a.m. on February 1, 2018, and asked Member Moorhead to lead the Pledge. President Spehar called roll and asked that the record show that all members are present.

**2. Discussion**

**A. Amendments to the Tri-City Fire District Educational Services Agreement/Information/Discussion**

President Spehar stated that item 2.A. was open for discussion. Chief Renon of Tri-City Fire District stated that their legal counsel made a couple of changes and spoke with the County Attorney's office and there were no issues with the changes. The two changes were discussed and would be considered during the regular meeting. (Copies attached and made a part of the official minutes.)

**B. Update on Veteran's Memorial Circle on Gila Pueblo Campus/Information/Discussion**

Member Moorhead stated that the dedication ceremony was slated for April 28, 2018. Member Moorhead provided information on his vision of the memorial. President Spehar stated that when this item was discussed previously the committee was to bring a rendering to the Board for approval. Member Moorhead responded that he was planning to bring a proposal to the Board at the March Meeting. President Spehar requested that the cost be presented on a spreadsheet by line item so total cost is shown for request for appropriation.

**C. EAC Contract/Information/Discussion**

President Spehar stated that Secretary Bocker and he traveled to Thatcher and visited with the EAC incoming President and the Executive Vice-President and discussed contract provisions, schedule, and issues. A deadline was set and a signing ceremony will be held on May 1 if all goes as it should. President Spehar informed that he believes this will be a smooth and expeditious process.

**D. 2018 Budget Process and Schedule/Information/Discussion**

President Spehar informed the Board that he would like to start the budget process early and conclude early. He proposed that the budget process be concluded in May instead of June.



**E. 2018 Board Meeting Schedule/Information/Discussion**

President Spehar suggested that the Board go back to the old system, which is what the other community colleges use, and not meet in June and July. The budget business would conclude in May and Board would not meet in June and July unless a special meeting was needed. The Board would return to the regular schedule and meet in August. He stated that this item was open for discussion. Member White stated that this schedule would work better for her. Secretary Brocker stated that with technology, meetings can be held from various locations. Senior Dean Cullen informed of dates for presentation, publishing, public hearing and adoption of the budget.

**F. ASARCO Land Exchange/Information/Discussion**

President Spehar informed the Board that a letter was received from a consulting firm representing ASARCO requesting that we consider supporting a land exchange proposal between ASARCO and the Bureau of Land Management that covers land situated in both Pinal and Gila Counties. President Spehar recommends support for this land exchange as it would provide more privately owned property and is a good thing. This item was discussed and President Spehar stated that if this was something the Board wanted to support a letter needs to be generated and sent in as there is a deadline.

**3. Reports/Information/Discussion****A. President/Board Report/Information/Discussion**

President Spehar informed that we received a request from Congressman O'Halleran's office saying that he would like to visit Gila Pueblo Campus on February 23<sup>rd</sup>. President asked if this was something the Board wanted to do we would contact the Congressman and see what his schedule was and how much time he needed.

**B. Sr. Dean's Report/Information/Discussion**

Sr. Dean Cullen informed the Board that Arizona Department of Transportation has requested that we provide introductory skills training for the building construction industry. He stated we met with the Yavapai Tribe and ADOT and the start date was to start this training after February 18<sup>th</sup>. The contract with the DOC ends on February 18<sup>th</sup>. Tools have been removed from the prison and text books and computers will be removed soon. We received a letter from DOC informing us that there was no funding for the program.

Senior Dean Cullen reported on the Payson building for the nursing skills lab. Derryl has been working on this project and is now gathering bids for the floor, the buildout, the stucco and sidewalk. The electrical panel was hung yesterday and will be wired soon. The project is moving forward.

The audits are moving along and Susan Gallo will give an update during her report.

On February 16<sup>th</sup> Dean Butterfield is hosting a Building Trades Advisory Committee which is a result of what we have been working on for 6 or 8 months. Several contractors in the Payson area have responded wanting to partner with the College. We hope to find out what their needs are and what their level of commitment in partnership might be.

Payson Campus is hosting NAVIT Day which is tomorrow for sophomores.

CVIT Day is scheduled for March but no date has been set.

Senior Dean Cullen called Andrea Renon to the podium to discuss the Young EMT program. Senior Dean stated that we will not be providing EMT training in young because the Higher Learning Commission has not approved Young as a training site. Andrea reported that there were a number of incomplete student packets, placement testing that was not completed. Health records were not obtained as requested. President Spehar informed that he wanted this program to go forward unless we are told that Young no longer wants the EMT training.

Senior Dean Cullen called on Dean Butterfield to provide information of happenings she has been working on. Payson sophomores and juniors will be on campus for College Days to hear about the NAVIT Program as well as our General Education offerings at the high school. The seniors will be on campus on February 9<sup>th</sup> and will learn about College Programs for them to take as adults after graduation. Dean Butterfield then informed that there are now enough Masters prepared teachers between the high school and the College to present to the sophomores an AGECE pathways in both AGECE-A AND S. Dean Butterfield provided detailed information on the AGECEs. Questions were asked and discussion took place.

Senior Dean Cullen informed the Board of a County work session held Tuesday to discuss their employees' retention and development programs and potential opportunities for their employees. Senior Dean Cullen stated that he would meet with the Supervisors to identify the roll that the College might have in providing training for their employees.

President Spehar had questions regarding the ADOT program and the Payson building costs. Senior Dean Cullen responded to both.

**C. Financial Report/Information/Discussion**

Susan Gallo informed the Board that two weeks ago our CPA firm came in and together we worked on years 2016 and 2017. The Auditor General's office currently has years 2013, 2014, and 2015. Susan has sent a notice to the Auditor General's office saying that for years 2015 – 16 and 2016 – 17 the proposed financials will be given to them by March 31, 2018, and she asked to put us on their schedule. For year ending June 30, 2018, those financials will be prepared by December 31, 2018 and to the Auditors office. Susan stated that the November 2017, and December 2017, financial reports are in the Board packets. Susan asked if there were any questions and there was no response. (Copies attached and made a part of the official minutes.)

**4. Standing Business**

**A. Update on the Accreditation Strategy/Information/Discussion**

Secretary Brocker said she felt the meeting with the EAC incoming president and the executive vice-president was very positive and productive. Regarding accreditation, she informed that whichever direction we choose they will work with us and be supportive. As for the Board Policy, she will set up a meeting soon as it has been on hold not knowing about accreditation. She stated that both Accreditation Strategy and Board Policy Strategy are moving forward.

**B. Update on Board Policy Strategy /Information/Discussion**

Secretary Brocker responded under 4.A.

**C. Update on the Legislative Strategy/Information/Discussion**

President Spehar stated that he reported on this in his President's report.

**D. Update on Communication Strategy/Information/Discussion**

Leitha Griffin informed that the GCC Newsletter will be distributed next week both by e-mail and hard copy.

**E. Update on Partnering Strategy/Information/Discussion**

President Spehar stated that this item was reported on during Senior Dean Cullen's report. The Payson Partnering project now has an advisory group which will be meeting for the first time. This meeting will be held on February 16<sup>th</sup> at 7:00 a.m. in Payson.

Member Moorhead started to speak about community colleges having 4-H Programs on campus.

The connection was lost for a short time so part of Member Moorhead's information was lost.

**F. Update on Funding Strategy/Information/Discussion**

Member Moorhead stated that the committee did not meet but that he was checking out the amount of money we spend on Internet and he hoped to save us some money. He found that Globe Unified School District had joined a consortium with Cochise County for a reduced E-rate. Unfortunately, the reduced rate was for K through 12 schools so we were not eligible. However, he did learn that the present situation we are in with EAC is even more advantageous.

President Spehar stated that he would entertain a motion to adjourn the work session.

**5. Adjournment/Action**

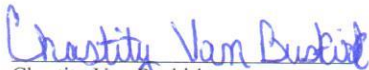
**Motion 02012018#1**

Member Knauss moved to adjourn the Work Session. Secretary Brocker seconded the motion.


All in favor signify by saying aye; opposed signify by saying nay. No response on the nays. Meeting adjourned at 10:23 a.m.

President Spehar asked that the Board return for the regular meeting in ten minutes.

Respectfully submitted,

  
Chastity Van Buskirk  
Recording Secretary

Attest:

  
Jan Brocker  
Secretary