



**Gila County Community College District
Governing Board Work Session Meeting
Gila Pueblo Campus
December 6, 2018
APPROVED**

A Work Session Meeting of the Gila County Community College District Governing Board was held via ITV on December 6, 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, Vice President and 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 Campus Dean, Ron Carnahan, Project Coordinator IT Gila County, Susan Gallo, Fiscal Coordinator, Leitha Griffin, PR Coordinator, LQ. Harris, Software Support Specialist, and Chastity Van Buskirk, Administrative Assistant.

OTHER GUESTS: Pia Wyer of the Payson Roundup

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

President Spehar called to order the Gila County Community College District Governing Board Work Session meeting at 9:02 a.m. on December 6, 2018. President Spehar called roll and stated that there was a quorum and all Board members were present. President Spehar called for guests in Globe and Payson. There were no guests at the Globe Campus. Pia Wyer of the Payson Roundup was a guest at the Payson Campus. Member Moorhead led the Pledge.

Member White shared good news with the Board. She informed that for a week the PUSD tech department works with the students on coding and two of the GCC students from our Payson Campus are leading the Payson Middle School students during that week.

The PUSD was gifted \$200,000 from a trust. The middle school received \$81,000 for a Stem Lab and a Lego Stem program. This will be implemented soon.

2. Discussion

A. Review and discuss the 2019-2020 Tuition and Fee Schedule/Information/Discussion

Vice President Bocker provided some information and President Spehar asked if there was a specific recommendation that she wanted to make for the Board's consideration. Vice President Bocker provided more information and felt we were in good shape by keeping our tuition low and within a \$10 difference from EAC. Member Knauss had a question regarding capping and what other community colleges are charging and President Spehar referred him to the information in the Board packet. (Copy attached and made a part of the official minutes.)

B. Consideration for approval for the Governing Board President to sign an amendment extending for a period of six months the existing contract by and between Gila County Community College District, Graham County Community College District and Gila County/Information/Discussion

President Spehar stated that Mr. Shire recommended that the extension be put in place since the County Manager has been unavailable for an extended period due to a medical issue. President Spehar did not think the County and EAC have met yet. He stated that this just an assurance policy to keeps things in place status quo for another six months. He asked if there were any questions or comments and there was no response.

C. Potential Conflict of Interest Form/Information/Discussion

President Spehar informed that a copy of the Conflict of Interest form was in the Board packet. This form is to be completed every year and turned in to Chastity. He stated that this is a State law requirement. He asked that if possible they be completed and turned in to Chastity today. President Spehar asked for questions or comments and there was no response. (Copy attached and made a part of the official minutes.)

D. Payson First Church of the Nazarene Facility Usage Request and Agreement/Information/Discussion (Copy attached and made a part of the official minutes.)

President Spehar informed that this is a long standing agreement that we have had and it is where the Nursing Pinning and Graduation ceremonies are held. He stated that it was a very nice facility and the cost was very modest. He called for questions or comments and there was no response.

E. Arizona Governmental Affairs Letter of Engagement/Contract/Information/Discussion

President Spehar stated that this Letter of Engagement allows us to retain our lobbyist group for another year. He informed that it is going to be an extremely important and busy season for the Legislature commencing in just a few weeks. He asked for questions or comments. Member Moorhead informed that it was going to be tough to get anything done. Vice President Bocker questioned why the Payson Dean was not listed along with Senior Dean Cullen and Dean Burke. President Spehar informed that she could easily be added but he thought she was asked at one time and didn't wish to be listed. President suggested that all names be dropped and just have the firm look for direction from the President of the Board. President stated that he will contact the firm and have the Letter of Engagement amended to read that the firm look for direction only from the Board President. (Copy attached and made a part of the official minutes.)

F. Payson Senior Center, Inc. (Beeline Bus) Agreement/Information/Discussion

President Spehar informed the Board that Dean Butterfield had explained this a couple of times and Leitha provided a handout this morning showing the bus with the advertising. President asked Senior Dean Cullen to provide information. Senior Dean informed the Board that this was a one year Agreement. He provided details of the Agreement and he thought it was a worthwhile agreement. Vice President Bocker felt it was a win, win deal.

G. Fall 2018 Enrollment/Information/Discussion

Senior Dean Cullen informed the Board that the Enrollment Report came from Dr. Randall Skinner. The data shows that the Gila Pueblo Campus full time FTSE is up 16% from last year. The Payson full time enrollment is down but part-time enrollment is up. Part-time enrollment at both campuses has increased. Overall district wide we are down 2.3% and our Graham County colleagues are down 12.5%. Senior Dean Cullen reviewed the enrollment documents in their packet and there was much discussion. Member White and Vice President Bocker both requested a better report and especially having more detail regarding the Dual Enrollment numbers. Member Knauss suggested that the Board reach out to other community colleges to see how it is done. President Spehar suggested that he put together a draft of the Board's requests and he will email it to Senior Dean Cullen who will present it to EAC.

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

President Spehar reported that he had hoped to have the officer's election at the December meeting but policy shows it has to be done in January. He stated that he didn't know there was such a policy. He informed the Board that he will have notebooks with the policies for GCC provided to each Board Member so that the policies can be sorted out and handled properly.

President reported on how fast the 301 Funding Program is moving. He went into detail on how we need to establish ourselves to qualify for the funding and he wants to hit the ground running in January so that we don't get left out of the 301 funding.

Member Knauss requested that the Board return to Item 3.D which is the Agreement with Church of the Nazarene. He is requesting that the Agreement be reviewed more thoroughly by legal counsel. President Spehar asked that Member Knauss send the Agreement to Mr. Shire and explain his concerns and request the legal review.

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

Senior Dean Cullen reported that he had a couple of items to add to his submitted report.

- OSHA 10 and Highway Flagger Training will be offered at the Payson Campus sometime in January.
- The Nursing Skills Lab will be getting the shed that will be moved from the hospital. A sidewalk and stairs will be put in place once the shed is moved.
- Several rooms at the Payson Campus will get new carpeting during the Christmas Break.
- Lighting at the Nursing Skills Lab will be changed to light the area better.
- The sidewalk for the five plex at GPC has been started and should be done very soon.
- There will be an Awards Assembly tonight at GPC. The Pinal Mountain Foundation will be awarding 38 scholarships.

President Spehar asked if there were any questions for Senior Dean Cullen. There was no response.

C. Financial Report/Information/Discussion

Susan stated that included in the Board packet is the June 2018 final financial recap and the October 2018 financials. She informed that we did receive the fourth quarter final invoice for 2018. It is reflected on the June report and was paid. She informed that we have not received the first quarter billing (July, August and September). Susan gave a recap of the

audits. She informed that they should be publishing the reports for 2016 – 2018. She informed that audits are up to date for the year ending June 2018. Questions were asked regarding audit deficiencies and policy and discussion followed. (Copies attached and made a part of the official minutes.)

4. Standing Business

A. Update on the Accreditation Strategy/Information/Discussion

Vice President Bocker stated that there is nothing new on accreditation.

B. Update on Board Policy Strategy /Information/Discussion

Vice President Bocker informed that there was a meeting of the subcommittee in November. She had the results of the survey and was going to send it out but it was very lengthy. She gave credit to Leitha for going through all the comments and data. She informed that the bottom line was that the majority of our seniors were either enrolled or would like to be enrolled in enrichment courses. The focus group has been delayed until January due to the holidays.

C. Update on the Legislative Strategy/Information/Discussion

President Spehar informed that he had discussed this item earlier.

D. Update on Communication Strategy/Information/Discussion

Leitha Griffin informed that a Teacher Taskforce meeting was held on November 7th at the Globe Campus and there was a good turnout. The exciting news is that we are offering more education courses during spring semester and we will be offering them in Payson as well.

On November 9th the ASU Journalism student came and interviewed one of our female students and she said she would send the video but it has not yet been received.

Leitha attended the Bee-Line Bus Kick Off and gave out 75 spring schedules.

On Saturday December 8th she will work the College booth at the Read-On Express. Last year there was 800 to 1,000 attendees and about 1,200 are expected this year.

E. Update on Partnering Strategy/Information/Discussion

Senior Dean Cullen reported that the Yavapai Apache Tribe still has not committed to moving forward to another phase of that project. The Tonto Apache Tribe has invited GCC back to meet with them in January.

Senior Dean Cullen reported that Corey Foster is no longer with ADOT and is now with the Arizona Chapter of General Contractors.

F. Update on Funding Strategy/Information/ Discussion

Member Moorhead informed that the two subcommittees of the Freedom of Expression Committee met at Payson and Globe. President Spehar questioned if there were agendas and minutes from the meetings. Member Moorhead responded with a yes. President asked that the documents be put in a file. He questioned what was discussed at the meetings. Member Moorhead informed that policy was the main point. Member Moorhead informed that EAC sent a policy document that could be modified for GCC. President Spehar suggested that this be done and brought to the Board in January or February so we will be in compliance.

5. General Information and Discussion of the Same

A. The next District Governing Board meeting date will be January 3, 2019 at 9:00 a.m.

B. Future Agenda Requests/there was no response when President asked if anyone had future agenda items.

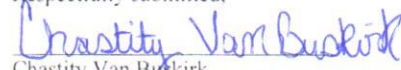
6. Adjournment/Action

President Spehar called for a motion to adjourn and return at 11:00 a.m.


Motion 12062018#1

Vice President Bocker moved to adjourn the Work Session. Member Knauss seconded the motion. All in favor signify by saying aye. Opposed signify by saying nay; there was no response. Ayes have it. Meeting adjourned until 11:00 a.m. Meeting adjourned at 10:47 a.m.

Respectfully submitted,


Chastity Van Buskirk
Recording Secretary

Attest:


Jan Bocker
Vice President - Secretary