



**Gila County Community College District  
Governing Board Work Session Meeting  
Electronic Meeting  
July 9, 2020  
\*\*APPROVED\*\***

A Work Session Meeting of the Gila County Community College Provisional District Governing Board was held on July 9, 2020, with all Board members participating electronically by ZOOM. Gila Community College, pursuant to A.R.S. §38-431.02(B), notice having been duly given.

**Governing Board Members Present:**

Jay Spehar, President (via ZOOM)  
Jan Bocker, Vice President and Secretary (via ZOOM)  
Kurt Knauss, Member (via ZOOM)  
Samuel I. Moorhead, Member (via ZOOM)

**Governing Board Members Absent:**

Connie Cockrell, Member

**Also Present:**

Pat Burke, GPC Campus Dean, Pam Butterfield, Payson Campus Dean, Ron Carnahan, Project Coordinator IT Gila County, Susan Gallo, Fiscal Coordinator, and Leitha Griffin, PR Coordinator.

**OTHER GUESTS** John Hansel

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

President Spehar called to order the Gila County Community College Provisional District Governing Board Work Session meeting at 9:01 a.m. July 9, 2020. President Spehar called roll. President asked that the record show Member Cockrell is absent but that there is a quorum present. Member Moorhead led the Pledge of Allegiance.

**2. Discussion**

**A. Town of Miami/Letter of Support/Information/Discussion**

President Spehar informed that the letter of support is for the Town of Miami's application for a Colonia Grant. If the grant is approved it will be used to provide housing rehabilitation in the Town of Miami. GCCD may be able to partner with the Town of Miami by providing construction craft training and safety training to local citizens. (Copy attached and made a part of the official minutes.)

**B. Urban Agriculture & Innovative Production Grant Letter/Information/Discussion**

President informed that he will ask the Board to ratify this letter of support for the Town of Payson's application for an Urban Agriculture and Innovative Production Grant. The priorities of this grant align with the town's goals and GCCD's mission as an opportunity to enrich the lives of local citizens. (Copy attached and made a part of the official minutes.)

**C. Instructional Services Agreement/UofA/Information/Discussion**

President Spehar requested that Dean Butterfield provide information on this agreement. Dean Butterfield stated that each year the College offers a course with Chris Jones of UofA. This year the course is Landscape and Gardening. This agreement will allow the course to be ZOOMED to Gila Pueblo and will allow it to reach more students by having students from both campuses enrolled in the course. (Copy attached and made a part of the official minutes.)

**D. IGA/Payson Unified School District/Information and Discussion**

President Spehar called on Dean Butterfield to present to the Board. Dean Butterfield stated that this item is the General Education Dual Credit courses that we offer at the Payson High School. She explained that GCCCD will be taking over a Biology instructor and a Math instructor for them. VP Bocker questioned who pays for the instructors. Dean Butterfield responded that Payson Unified pays for the instructors who are in their employ and we pay for instructors that we send to them. The instructors we send are paid as adjunct faculty. (Copy attached and made a part of the official minutes.)

**E. IGA/NAVIT/CTE Instruction/Information/Discussion**

Dean Butterfield explained this item is the NAVIT CTE at the high school and they pay the instructors. She informed that this IGA will have three signatures; Payson Unified School District, GCCCD Payson Campus, and EAC.

**F. IGA/NAVIT/Dual Enrollment/Information/Discussion**

Dean Butterfield informed that this agreement is for the Central Courses that are offered on our campus and we pay the instructors. President called for comments or questions on items 2.D, 2.E, or 2. F. There was no response.

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

President Spehar stated that the sad news to report was the passing of Pete Guzman, the CVIT Executive Director. He requested a few moments of silence to honor Mr. Guzman's service to higher education here in Gila County. He informed that he has asked Dean Burke and Susan to get a card together to express our condolences and send to the CVIT Board on behalf of our Board and staff at the campuses.

President Spehar informed that it has been a busy month with all the agreements and a special project regarding gathering all of the Board's policies and putting them all in one place so the Board can review them. President Spehar had requested that Susan work on this project which she has done. President informed that he is going through the review process now and will get them all organized. His vision is to have a notebook for every Board member with all the policies, our agreements with EAC, and some of the statutes all in one place. He hopes to have the Board work through the notebook at a work session and determine which policies are necessary and bring them up to date. President Spehar announced that all of the open seats on Gila County Community College Provisional District Governing Board have been refilled by the existing holders. Member Moorhead, VP Bocker, Member Cockrell and President have all refilled and there are no opposing candidates. VP Bocker asked if President knew when they would be officially notified and President Spehar responded that he did not know.

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

Dean Burke informed that her report consisted of several items she is currently working on. The main item is working on a contingency plan for the fall classes. There is a plan for on campus classes but also the contingency plan if we have to go back to the off campus classes. Dean Burke is currently working with Corey Foster formerly of ADOT and now with Associated General Contractors of America and he has eight students who need to take 4 welding classes. He is currently working on an agreement and as soon as it is received she will submit for the approval process. Per the Governor's order the Wellness Center is closed until the end of July.

Dean Burke is currently working on the Prison program classes. The agreement has been signed off and she is waiting for an update. Dean Burke is working with the instructor on delivery of the lecture portion of the classes. Awaiting their board approvals on the IGAs from GUSD, MUSD, and CVIT.

Pending approval of the Town of Miami's grant there will be possible training opportunities for GCCCD.

Dean Burke called for questions or comments. Member Knauss had a question regarding the handling of lab classes and Dean Burke explained in detail. VP Bocker had a question regarding computer availability for students and Dean Burke provided information.

(Copy attached and made a part of the official minutes.)

**C. Dean's Report/Information/Discussion**

Dean Butterfield informed the Board that their Wellness Center was also closed. She also informed regarding their contingency plan for the fall classes. For the academic classes that have more than 12 students, they will be asked to ZOOM one day a week so students will come on campus one day and ZOOM another and no enrollment will be lost. Dean Butterfield stated she is working with Ron to make sure that the technology will be in place for the ZOOM classes. She is accommodating students who are requesting distance learning instead of classroom classes. She also stated that agreements and contracts are available for Board approval today.

President Spehar thanked the Deans and staff for all their work on the contingency plans. He also asked that once the contingency plans are finalized a copy be sent to the Board members.

(Copy attached and made a part of the official minutes.)

**D. Financial Report/Information/Discussion**

Susan Gallo informed that in the Board packet is the Financial Recap for May 2020 along with the Bank Account Recap. Susan reported that we are staying within budget. June 30<sup>th</sup> was the end of our fiscal year. Susan stated that she has been working on all the documentation for the audit. Once it is completed she will send to Heinfeld and Meech to begin putting the financials together. All she is waiting on is the fourth-quarter invoice from Wayne Layton and he has indicated that he hopes to have it completed by September. President Spehar called for questions or comments and there was no response. (Copy attached and made a part of the official minutes.)

**4. Standing Business****A. Update on the Accreditation Strategy/Information/Discussion**

Vice President Bocker had nothing to report on Item 4.A but did ask President Spehar if he had any information on the report from Karen Solinski, EAC/Accreditation Consultant. President Spehar informed that within the last month he spoke to or had an email from VP Welker who informed that the report had not been issued yet. He stated he would follow up on this. VP Bocker stated that it certainly impacts our ability to move forward.

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

Vice President Bocker stated that she thought staff was doing a great job in figuring out how to handle the classes in this particular environment. This item has been discussed earlier under the Dean's reports.



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

President Spehar stated that the Legislature remains out of session. There has been some discussion about a special session but nothing has been set.

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

Leitha reported that on Tuesday she delivered the new signs for the Payson Campus. She will take photos as soon as they are in place and she will send them to the Board members.

Leitha stated that her term with the Globe-Miami Chamber of Commerce has ended and they have asked her to renew it and to serve as the vice president. She has accepted. VP Bocker asked if Leitha was able to attend the Payson Chamber meetings. Leitha replied that she was attending before the Corona virus. Dean Butterfield reported that the chamber meets via ZOOM. President Spehar stated it would be good to participate by ZOOM. Leitha agreed.

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

President Spehar informed that Dean Burke had provided information in her report. Working with Corey Foster who is now with Associated General Contractors of America and hoping to provide training for some of his people. Dean Burke also reported on the status of the Department of Corrections program. President called for questions or comments and there was no response.

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

Member Moorhead stated that the funding strategy is just questions at this time. He informed that we have no idea what the State support is going to be. He informed that it had been verbally said that we would get 98% of our FTSE but that was just a verbal assurance. (Some of Member Moorhead's report is inaudible due to coughing in the microphone). Member Moorhead spoke on some of the initiatives that will show up at election time. He informed that there is an initiative on Investing in Education which has a plan to tax the rich to pay \$340 million to the K through 12 schools leaving us out as orphans.

**G. Update on Freedom of Expression Committee/Information/Discussion**

Member Moorhead informed that he is asking the deans to reconstitute the committees if that is necessary and to have at least one meeting during the fall session. Member Moorhead stated he is quite prepared to draft up the letter for the Secretary of State and others at the Capital that has to arrive by December first.

President Spehar asked if there were questions or comments on items 4.A through 4.G.; there was no response.

**5. General Information and Discussion of the Same/Information/Discussion**

A. The next District Governing Board meeting is Thursday August 6, 2020, at 9:00 a.m. via ZOOM.

President Spehar informed that unless there is a good reason to meet, the Board will skip the August meeting as they have done in the past.

President Spehar asked if the Board wanted a break between the work session and the regular session or go straight into the regular session.

VP Bocker stated that if there was no Board meeting in August, she would like to request a report from the deans regarding the contingency plans, also what enrollment looks like and any other information they can provide.

Both Deans reported that it was hard at this time to give any projections on what enrollment might look like.

It was determined that the Board would go directly to the regular meeting without a break.

President stated he would entertain a motion to adjourn the Work Session.

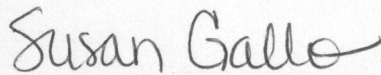
**6. Adjournment/Action**

**Motion 07092020#1**

Member Knauss so moved. Member Moorhead seconded the motion. All in favor please signify by saying aye. Opposed please signify by saying nay; there was no response. Ayes have it. Work session meeting adjourned and the Board will move directly into the regular meeting. (Bocker, Knauss, Moorhead and Spehar voting in favor.)

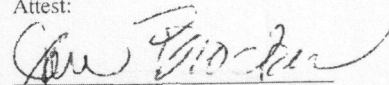
Meeting adjourned at 9:52 a.m.

Respectfully submitted,



Recording Secretary

Attest:



Jani Bocker

Vice President - Secretary